AYDIN ADNAN MENDERES UNIVERSITY
COURSE INFORMATION FORM

Course Title	Professional English I						
Course Code	LGT220		Couse Level	Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	72 *(Hours)*	Theory	2	Practice	0	Laboratory	0
Objectives of the Course	Current topics are to teach new words and expressions through reading pieces related to business life and to gain the ability to use these concepts in business life related to business life.						
Course Content	Reading parts and related reading and word studies, to listen to dialogues, e-mail, report, telephone communication examples and patterns.						
Work Placement	None						
Planned Learning Activities and Teaching Methods	Explanation (Presentation), Discussion						
Name of Lecturer(s)	Lec. Durcan Özgün SARIOĞLU						

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	50
Assignment	1	10

Recommended or Required Reading

1	- English – Turkish dictionary
2	- Course materials will be provided in the class

Week	Weekly Detailed Course Contents	
1	Theoretical	Introduce yourself
2	Theoretical	Introduce your profession
3	Theoretical	Daily Narration
4	Theoretical	Time definition
5	Theoretical	software identification
6	Theoretical	Job description
7	Theoretical	Technical words in logistics
8	Intermediate Exam	Midterm Exam
9	Theoretical	Understanding Computer terms
10	Theoretical	Talk about websites
11	Theoretical	Enhancing discussion/talking abilities
12	Theoretical	Enhancing discussion/talking abilities
13	Theoretical	Important databases
14	Final Exam	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	1	2	2	4
Midterm Examination	1	12	2	14
Final Examination	1	24	2	26
			Total Workload (Hours)	72
			[Total Workload (Hours) / 25*] = **ECTS**	3

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Uses the vocabulary and structure knowledge in professional English environments.

2	Overcomes the parts of reading and listening about professional English.
3	Develops the knowledge of professional English for business life.
4	Read and understand the main points in the reports, business letters, e-mails, messages, journals and newspaper texts that they will encounter in the environments where Professional English is used.
5	Produces different writing examples in professional English.
6	Acquires the necessary skills to succeed in English-speaking business environments.

Programme Outcomes *(Logistics)*

1	Understanding of the basics needed for the mobility of production and consumption of goods.
2	Provide warehouse and inventory management decisions.
3	To decide on the mode of transport and handling equipment to be used.
4	Logistics information systems benefit from the process of the realization of the activities.
5	To dominate the national and international legislation regulating the field of logistics.
6	Administration, management and marketing ideas and conducting.
7	Sensitivity to the requirements of professional ethics move
8	Idea about the conduct of national and international transport policies.
9	Having written and oral communication skills.
10	Current society and understand the world.

Contribution of Learning Outcomes to Programme Outcomes *1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High*

	L1
P1	5
P2	4
P3	5
P4	5
P5	5
P6	5
P7	5
P8	5