



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Effective Presentation Skills							
Course Code		LGT114		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	73 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		Students completing this course will gain the effective and good speaking skills in front of the community .							
Course Content		The importance of presentation, presentation planning, delivery process, to answer questions, use visual materials , use materials support							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Case Study					
Name of Lecturer(s)									

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

Recommended or Required Reading

1	2. Etkili Sunuş, Christine E. Bingaman, Rota Yayın, 1993
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Week	Weekly Detailed Course Contents	
1	Theoretical	The Importance of presentation
2	Theoretical	Planning of presentation
3	Theoretical	Effective presentations
4	Theoretical	Presentation process
5	Theoretical	Eye contact
6	Theoretical	Posture
7	Theoretical	Gestures and facial expressions
8	Theoretical	Clothing, make-up and accessory
9	Theoretical	Mid-term exam
10	Theoretical	Clothing, make-up and accessory
11	Theoretical	Voice tone
12	Theoretical	Answering the questions
13	Theoretical	Usage of visual material
14	Theoretical	Support material selection
15	Theoretical	An overview
16	Theoretical	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	1	0	10	10
Individual Work	1	0	20	20
Midterm Examination	1	4	1	5
Final Examination	1	9	1	10
Total Workload (Hours)				73
[Total Workload (Hours) / 25*] = ECTS				3

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	
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2	
3	
4	
5	

Programme Outcomes (Food Technology)

1	To be able to remember technologies used in food sector
2	to be able to recognise food production condition and provide to food safety
3	to be able to comprehend basic processes in food production
4	to be able to apply hygien and sanitation rules in food facilities
5	to be able to remember basic chemistry, food chemistry and microbiology
6	to be able to write physical, chemical and nutritional properties of foods and to comment their effect on human health
7	to be able to memorise food quality control technics and to evaluate result of control according to food legislation
8	to be able to have knowledge of professional ethics and responsibility
9	to be able to work in team and individual
10	to be able to communicate orally and proficiency in writing
11	to be able to follow professional development that adopt of life-long learning
12	to be able to be a person who wanted for sector

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

	L1	L2	L3	L4	L5
P9	5	5	5	5	5
P10	5	5	4	5	4
P11	5	5	5	4	5
P12	5	5	5	5	5

