



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Communication and Body Language							
Course Code		HİT180		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		To teach the main objectives and characteristics of effective communications.							
Course Content		This course aims to introduce students to the basic features of the communication process between individuals and to attract attention to topics such as effective listening, verbal and nonverbal communication, feedback and empathy.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Case Study					
Name of Lecturer(s)		Ins. Elçin BAŞOL, Ins. Mine GERGÜN, Ins. Nupel AZİZOĞLU PALABIYIK							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	-Dr. Recep Tayfun, Etkili İletişim ve Beden Dili, Nobel Yayıncılık, 2007.
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Week	Weekly Detailed Course Contents	
1	Theoretical	Definition of Effective Communications
2	Theoretical	Explication of basic characteristics of effective communications
3	Theoretical	Explication of communication period model
4	Theoretical	To specify the causes which will affect the communication period
5	Theoretical	Distraction in communication and precautions
6	Theoretical	Verbal and written communication
7	Theoretical	Non-verbal communication and body language
8	Theoretical	Public Relations and Effective Communication
9	Theoretical	Advertisement and Effective Communications
10	Theoretical	General review
11	Practice	Assesments
12	Practice	assesments
13	Practice	Assesments
14	Practice	Assesments

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	2	42
Midterm Examination	1	3	1	4
Final Examination	1	3	1	4
Total Workload (Hours)				50
[Total Workload (Hours) / 25*] = ECTS				2
*25 hour workload is accepted as 1 ECTS				

Learning Outcomes

1	Ability of description the elements of communications
2	
3	
4	



Programme Outcomes (Electrics)

1	ABILITY TO MAKE APPLICATIONS OF MEASUREMENT AND CALCULATION
2	ABILITY TO MAKE CONNECTIONS OF A DC CIRCUIT
3	ABILITY TO MAKE BASIC ELECTRONIC CIRCUIT AND APPLICATIONS
4	ABILITY TO MAKE ELECTRIC INSTALLMENT APPLICATIONS
5	ADAPTING VOCATIONAL ETHICAL VALUES
6	ABILITY TO MAKE COMMUNICATION
7	ABILITY TO MAKE CONNECTIONS OF AC CIRCUIT
8	ABILITY TO MAKE NUMERICAL CIRCUITS
9	ABILITY TO MAKE INSTALLATIONS OF TRANSFORMER AND DC ELECTRIC MACHINES
10	ABILITY TO MAKE COMPUTER AIDED DESIGN
11	ABILITY TO APPLY VOCATIONAL TECHNICAL METHODS
12	ABILITY TO MAKE INSTALLATIONS OF AC ELECTRIC MACHINES
13	ABILITY TO MAKE SPECIAL ELECTRIC INSTALLMENTS
14	ABILITY TO MAKE INSTALLMENTS OF COMMAND SYSTEMS
15	ABILITY TO DRAW COMPUTER AIDED ELECTRIC SCHEME
16	ABILITY TO MAKE POWER ELECTRONICS CIRCUITS
17	ABILITY TO MAKE SYSTEM ANALYSIS AND PRODUCT DESIGN
18	ABILITY TO IMPROVE ONESELF UTILIZING INFORMATION OPPORTUNITIES
19	ABILITY TO DRAW COMPUTER AIDED ELECTRIC INSTALLMENT PROJECT
20	ABILITY TO MAKE ANALYSIS AND MAINTENANCE OF ELECTRICAL ENERGY PRODUCTION SYSTEMS
21	ABILITY TO MAKE THE WINDING OF ACCURATE AND ALTERNATIVE CURRENT ENGINES
22	ABILITY TO RECOGNIZE SYSTEMS USED IN ELECTRICAL ENERGY TRANSMISSION AND DISTRIBUTION AND TROUBLESHOOTING
23	Ability to use the methods and techniques of career planning and discussing the effects of character traits on career preferences.
24	Ability to plan a career in their own profession.
25	To provide them with knowledge about substance use and addiction problem and prevention methods.

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

	L1	L2	L3	L4	L5
P6	4	4	4	4	4

