



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Effective Presentation Skills							
Course Code		İKY300		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		This course aims to teach students the skills to make impressive presentations.							
Course Content		Presentation preparation techniques, the ability to appeal to the masses, presentation preparation before, during presentation rules							
Work Placement		Students must have to complete their internship within the required time and properties. The required rules are describes at the Adnan Menderes University, Sultanhisar Vocational School, Student Internship Instructions.							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Demonstration, Discussion, Case Study, Individual Study					
Name of Lecturer(s)		Ins. Hüseyin YERLİKAYA							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	Instructor Lecture Notes
2	Etkili Sunumlar İçin El Kitabı, 2013. Türkiye Bilimsel ve Teknolojik Araştırma Kurumu, ANKARA.
3	Photo, video etc. related to the subject. all sources with audio and visual support

Week	Weekly Detailed Course Contents	
1	Theoretical	What is the presentation?
2	Theoretical	Preparation Before Presentations
3	Theoretical	Cautions on to do an Effective Presentation
4	Theoretical	Content Format and Presentation Techniques
5	Theoretical	The order of presentation
6	Theoretical	Frequent Mistakes
7	Theoretical	Sample Presentations
8	Theoretical	Midterm
9	Theoretical	Student Presentations and Evaluation
10	Theoretical	Student Presentations and Evaluation
11	Theoretical	Student Presentations and Evaluation
12	Theoretical	Student Presentations and Evaluation
13	Theoretical	Student Presentations and Evaluation
14	Theoretical	Student Presentations and Evaluation
15	Theoretical	Student Presentations and Evaluation

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	1	4	0	4
Midterm Examination	1	8	1	9
Final Examination	1	8	1	9
Total Workload (Hours)				50
[Total Workload (Hours) / 25*] = ECTS				2

*25 hour workload is accepted as 1 ECTS



Learning Outcomes

1	Needs to be done before the presentation
2	Factors that increase the efficiency of presentation
3	Development of skills can appeal to the masses
4	The elimination of errors in the presentation
5	Developing ability to use visual promotional material

Programme Outcomes (Hair Care and Beauty Services)

1	Ability to evaluate, to apply, to access to scientific knowledge by using theoretical and practical knowledge in basic level knowledge gained in the field of hair care and beauty services
2	Having knowledge of using effectively all kinds of tool and equipment using in the field of hair care and beauty services
3	Ability to study in a basic level project, to take responsibility for individual or team, to solve problems facing relation with the field of hair care and beauty services
4	Ability to develop oneself as the personal and professional, updating them with the awareness of lifelong learning, knowledge skills and competencies regarding in the field of hair care and beauty services.
5	Ability to communicate at least one foreign language at a basic level
6	Ability to use effectively information and communications technologies
7	Ability to communicate and to be social effectively
8	Ability to evaluate and to interpret data relation with them, to solve and to identify potential problems regarding in the field of hair care and beauty services
9	Having knowledge of legal regulations and professional standards and regarding in the field of hair care and beauty services
10	Ability to behave suitable and to attend for quality management and processes
11	Ability to be an example to the community by external appearance, personal care, manner, attitude and behavior
12	Ability to develop and to evaluate and to satisfy towards demand and needs of consumer of service processes regarding in the field of hair care and beauty services
13	Ability to consider human health, social and natural environment towards ethical principles of professional, while carrying out things regarding in the field of hair care and beauty services
14	Ability to evaluate health, safety and risk as regular regarding in the field of hair care and beauty services
15	Ability to transfer the acquired knowledge and skills, if necessary, using to appropriate learning environments

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

	L2	L5
P15	4	4

