

#### AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title							
Course Code	TD104	Couse Lev	Couse Level		Short Cycle (Associate's Degree)		
ECTS Credit 2	Workload 50 (Hou	rs) Theory	2	Practice	0	Laboratory	0
Objectives of the Course	This course aims to tead analysis of texts, teach t presentations and also t language- thought in wri	he methods of o allow the stue	preparing products to acqu	ojects and use uire the ability	eful method	s of preparing essa	ays and
Course Content	ritten and verb e structure in T		is, presentatio	ons of their s	samples, problems	with	
Work Placement	N/A						
Planned Learning Activities and Teaching Methods		Explanatio	n (Presentat	ion), Individua	l Study		
Name of Lecturer(s)							

# Prerequisites & Co-requisities

Co-requisitie	TD103		
Equivalent Course	TD102		

## Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Final Examination	1	100

### **Recommended or Required Reading**

1	Prof. Dr. Gürer Gülsevin, Doç. Dr. Erdoğan Boz, Türk Dili ve Kompozisyon I-II, Tablet Yayınları, Konya 2006.
2	Süer Eker, Çağdaş Türk Dili, Grafiker Yayınları, İstanbul, 2006
3	Prof. Dr. Muharrem Ergin, Türk Dil Bilgisi, Bayrak Yayınları, İstanbul, 2006
4	Yazım Kılavuzu TDK Yayınları, Ankara 2008.

Week	Weekly Detailed Co	urse Contents
1	Theoretical	Diction communication, communication items and types, elements preventing communication, basic concepts and terms related to speech.
2	Theoretical	Physical elements and practical studies that enable voice to be formed
3	Theoretical	Breathing training and breath control, practical exercises. Emphasis, intonation, stop, intersection, melody.
4	Theoretical	Psychological, psychological, social and cultural elements and practical studies that enable voice to be formed
5	Practice	Features that need to be found in the speaker. Other concepts related to speech. Use of the body in conversation, nonverbal communication. Look, eye contact, face expression.
6	Theoretical	Use of the body in conversation, nonverbal communication and applied studies. Touch, walk, interpersonal distance.
7	Theoretical	Use of the body in conversation, nonverbal communication and applied studies. Impression, persuasion.
8	Theoretical	Speak unprepared. Applied studies. In the phone, in the community, in the first encounter.
9	Theoretical	Speak unprepared. Applied studies. Magazines, newspapers, short films, advertisements, etc. expressing personal feelings and thoughts on it.



10	Theoretical	Speak unprepared. Applied studies. Appropriate speech applications will be made to the faculty or the contents of the sections. For example, patientdoctor relationship in the medical faculty, worker engineer-based applications in engineering will be processed.
11	Theoretical	Prepared talk. Applied studies. Impromptu Speech Practices (photos, cartoons, posters, advertisements, posters, etc.) - telling personal feelings and thoughts on the move.
12	Theoretical	Prepared Speaking Practices (Speech, Declaim, Speaking Before the Community, Debate)
13	Theoretical	Prepared talk. Applied studies. (Open Session, Forum, Panel)
14	Theoretical	Prepared talk. Applied studies. (SymposiumColloquium.)
15	Theoretical	Final exam

#### **Workload Calculation**

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	1	6	1	7
Individual Work	2	2	2	8
Final Examination	1	6	1	7
	50			
	2			

\*25 hour workload is accepted as 1 ECTS

### Learning Outcomes

1	To be able to obtain general information about essays and skills of planning to be used in essay writing
2	To be able to use words and word groups in an effective way in written and verbal expressions
3	To be able to understand the importance of correct word order in Turkish
4	To be able to apply problem-solving methods to chosen sentences and pieces from works of literature and books
5	To be able to learn the defining characteristics of literature and distinguish the similarities and differences of these types
6	To gain the ability to use Turkish as a tool for written and verbal expressions
7	To learn that Turkish is one of the world's important languages and examples of important literary works in this language
8	To allow active participation in their educational period by giving responsibility

#### Programme Outcomes (Business Administration Management)

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1	Define their fundamental information and capabilities related to the Business management.				
2	Command on the management functions and accounting practices theoretically and will be able to implement them practically				
3	Determine managerial/structural/legal components required to found an effective business.				
4	Shall dissolve financial situation of business on basic level.				
5	Use the economical information obtained in micro and macro scale, in their occupational lives.				
6	Implement the developed package programs together with the fundamental information technologies related to their field.				
7	Have the professional ethics in business life and business relations.				
8	Reveal office order, working conditions, ability of coherence to the team work in business establishment				
9	Develop an awareness for the need for life long learning				
10	To follow national and international contemporary issues				
11	To become sensitive to Atatürk's principles and reforms, the right to use the Turkish language, the official correspondence of the basic ability to have the ability and understanding related to the field of foreign terms				

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

	L1	L2	L3	L4	L5	L6	L7	L8
P11	4	4	4	4	4	4	4	4

