



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Communication							
Course Code		IYO114		Couse Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	51 ( <i>Hours</i> )	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		Have knowledge about communication. Verbal Nonverbal communication is the written information about the owner. Uses effective communication in everyday life							
Course Content		Have knowledge about communication. Verbal Nonverbal communication is the written information about the owner. Uses effective communication in everyday life							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation)					
Name of Lecturer(s)									

### Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	60

### Recommended or Required Reading

1	ÇAĞLAR, İrfan, Sabiha Kılıç; Meslek Yüksek Okulları için Genel İletişim, Nobel Yayıncılık, Ankara, 2010
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Week	Weekly Detailed Course Contents	
1	Theoretical	Defining the concept of communication
	Preparation Work	Related chapters in the course book
2	Theoretical	Communication process
	Preparation Work	Related chapters in the course book
3	Theoretical	Elements in communication process
	Preparation Work	Related chapters in the course book
4	Theoretical	Organizational communication
	Preparation Work	Related chapters in the course book
5	Theoretical	Communication conflict
	Preparation Work	Related chapters in the course book
6	Theoretical	Empathic communication
	Preparation Work	Related chapters in the course book
7	Theoretical	Effective ways of communicating
	Preparation Work	Related chapters in the course book
8	Theoretical	Communication and community
	Preparation Work	Related chapters in the course book
9	Intermediate Exam	Midterm Exam
10	Theoretical	Mass communication
	Preparation Work	Related chapters in the course book
11	Theoretical	Person communication, interpersonal communication
	Preparation Work	Related chapters in the course book
12	Theoretical	Listening skills
	Preparation Work	Related chapters in the course book
13	Theoretical	Nonverbal communication
	Preparation Work	Related chapters in the course book
14	Theoretical	Information technologies and communication
	Preparation Work	Related chapters in the course book
15	Final Exam	Final Exam



**Workload Calculation**

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	15	1	2	45
Midterm Examination	1	2	1	3
Final Examination	1	2	1	3
Total Workload (Hours)				51
[Total Workload (Hours) / 25*] = <b>ECTS</b>				2
*25 hour workload is accepted as 1 ECTS				

**Learning Outcomes**

1	The definition of communication
2	Contact ways Written, verbal and nonverbal communication will have information about
3	communication items
4	Communication in the workplace and in social life

