



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Vocational English							
Course Code		EFS163		Course Level		First Cycle (Bachelor's Degree)			
ECTS Credit	3	Workload	75 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		To improve oral, written, interpersonal, technological and employment-oriented communication skills in foreign language.							
Course Content		Formal calls, texts, appointments and reservations in English; communicating, programming, dealing with problems, making suggestions, banking and financial transactions, directions, business letters, leaving notes, making excuses, giving instructions, making complaints, making deliveries, hosting visitors; presentation and meeting techniques; asking for and offering assistance; Work safety							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Demonstration, Discussion, Individual Study					
Name of Lecturer(s)		Assoc. Prof. Burcu AYDIN							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	Özal, G. (2020). Mesleki İngilizce (2. Baskı). İstanbul: Seçkin Yayıncılık.
---	---

Week	Weekly Detailed Course Contents	
1	Theoretical	Phone calls
2	Theoretical	Messages, appointments
3	Theoretical	Reservation
4	Theoretical	Contacts, schedules
5	Theoretical	Dealing with problems, giving advice
6	Theoretical	Banking and finance, giving directions
7	Theoretical	Business letters, memorandum
8	Intermediate Exam	Mid-exam
9	Theoretical	Making excuses, instructions
10	Theoretical	Making complaints, incoterms
11	Theoretical	Welcoming visitors
12	Theoretical	Introduction and meeting
13	Theoretical	Offering and asking help
14	Theoretical	Work safety
15	Theoretical	British English versus American English
16	Final Exam	Final exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	2	2	56
Midterm Examination	1	5	1	6
Final Examination	1	12	1	13
Total Workload (Hours)				75
[Total Workload (Hours) / 25*] = ECTS				3

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	S/he expresses himself/herself in English.
2	S/he communicates formally in English.



3	S/he expresses her/his problems in English.
4	S/he searches solutions for her/his problems.
5	S/he communicates contextually in English.

Programme Outcomes (Early Childhood Teacher Education)

1	To be able to gain subject knowledge of profession in theory and practice in the learning process.
2	To be able to gain the competence of using the appropriate approach, strategy, technique for the plans in the learning process, by making instructional plans related to the subject-matter.
3	To be able to gain skills of the teaching profession in the learning process.
4	To be able to implement teaching profession knowledge, skills, attitudes and habits related to the subject-matter in a real teaching and learning environment in the learning process.
5	To be able to comprehend contemporary approaches of education and the philosophies they are based on.
6	To be able to gain the basic skills such as comprehending, expressing, commenting, evaluating, being aware and enterprising, communicating, acknowledging the individual related to the subject-matter
7	To be able to become individuals faithful to the Principles and Revolutions of Ataturk, be modern, democratic,, secular, protecting and deveoping one's country, being alive to the nation, respecting human rights, preserving the nature, not being discriminatory, giving importance to the traditions and customs, protecting the values
8	To be able to improve oneself in terms of sport, art and culture
9	To be able to become individuals believing in lifelong learning.
10	To be able to educate individuals who keep up with developments in social, economic, technological and scientific areas, who investigate the main reasons of World problems and try to contribute to the solution of these problems

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

	L1	L2	L3	L4	L5
P1	3	3	3	3	3
P2	2	2	2	2	2
P3	4	4	4	4	4
P4	4	4	4	4	4
P5	4	4	4	4	4
P6	4	4	4	4	4
P7	4	4	4	4	4
P8	2	2	2	2	2
P9	4	4	4	4	4
P10	4	4	4	4	4

