

**OSTİM TECHNICAL UNIVERSITY
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES
MARKETING DEPARTMENT
COURSE SYLLABUS**

| TUR 102 Turkish II | | | | | | | |
|---------------------------|--------------------|---------------|--------------|--------------------|-------------------|---------------|-------------|
| Course Name | Course Code | Period | Hours | Application | Laboratory | Credit | ECTS |
| Turkish II | TUR 102 | 2 | 2 | 0 | 0 | 2 | 2 |

| | |
|---|---|
| Language of Instruction | Turkish |
| Course Status | Compulsory |
| Course Level | Bachelor |
| Learning and Teaching Techniques of the Course | Lecture, Question-Answer, Problem Solving |

| Course Objective |
|--|
| The aim of this course is; to provide students with basic skills related to telling and expressing, to reinforce their correct and beautiful use of Turkish, to contribute to their intellectual knowledge about Turkish poetry, to provide students with an understanding of speech methods and techniques that will be useful for presenting a project or giving a prepared/unprepared speech, to give them the speaking skills that will be required in professional applications such as job application, job interview in daily life. |

| Learning Outcomes |
|--|
| <p>The students who become successful in this course will be able;</p> <ul style="list-style-type: none"> • Have information about accentuation, intonation, pronunciation disorders; correct pronunciation errors when speaking. • He/she gives prepared and unprepared speeches. Have knowledge about interview techniques. • Oral expression skills develop. • Gain the ability to speak correctly and fluently. • Develops the skills to have an effective conversation in front of the community. • Understands the effect of body language on speakers and uses body language in binary communication. • Dec that body language differs between cultures. |

Course Outline

To ensure the management of voice and breath, which are the basic elements of communication. To ensure that body language is used effectively in conversations. To be successful in prepared or unprepared speeches. To have knowledge about the types of oral expression and applied studies.

Weekly Topics and Related Preparation Studies

| Weeks | Topics | Preparation Studies |
|-------|---|--|
| 1 | Communication, diction, breathing. | <ul style="list-style-type: none"> ▪ Basic elements and types of communication, elements that prevent communication, basic concepts and terms related to speech. |
| 2 | Voice and Breathing in Speech | Breath training and breath control; physical, mental and psychological elements that ensure the formation of sound. |
| 3 | Basic Problems of Turkish Pronunciation | <ul style="list-style-type: none"> – Turkish pronunciation is important for the following points: emphasis, intonation, melody, stop, frequent mistakes made in Turkish. |
| 4 | Effective Presentation Techniques | <ul style="list-style-type: none"> – Presentation Planning, Effective Presentation Principles |
| 5 | Body Language | <ul style="list-style-type: none"> – The use of body language in speech, touching, walking, interpersonal decency. Nonverbal communication and applied studies. Impression and persuasion |
| 6 | Body Language | <ul style="list-style-type: none"> – Body language applications in prepared speeches. |

| | | |
|-----------|------------------------------|--|
| 7 | Current Problems of Turkish | – Language pollution, language continuity, language interaction, language views |
| 8 | MIDTERM EXAM | |
| 9 | Impromptu Conversations | – Impromptu Speech Practices (Job interview according to the content of the sections, patient-doctor, labor engineer, etc. applications will be made.) |
| 10 | Impromptu Conversations | – Impromptu Speech Practices (Telling your personal feelings and thoughts based on images, sentences) |
| 11 | Creative- Fictional Articles | – Poetry, outlines of Turkish poetry, modern Turkish poetry |
| 12 | Types of Oral Expression | – Oratory, Discourse, Public Speaking, Debate |
| 13 | Application | – Applications of Oral Expression Types (Discussion) |
| 14 | Types of Oral Expression | – Open session, forum, panel, symposium, colloquium |
| 15 | Uygulama | – Oral Expression Types Applications (Open Session) |
| 16 | FINAL EXAM | |

Textbook(s)/References/Materials:

Textbook and Supplementary References:

1. YAKICI, Ali vd. (2017). Üniversiteler İçin Türk Dili ve Kompozisyon Bilgileri (Ed: V.S.Yelok). Ankara:Gazi Kitabevi.
2. Eker, Süer (2016) Çağdaş Türk Dili. Ankara: Grafiker Yayınları.

Other Materials:

| Assessment | | |
|---|----------|-------------------------|
| Studies | Number | Contribution margin (%) |
| Attendance | | |
| Lab | | |
| Classroom and application performance grade | | |
| Field Study | | |
| Course-Specific Internship (if any) | | |
| Quizzes / Studio / Critical | | |
| Homework | | |
| Presentation | | |
| Projects | | |
| Report | | |
| Seminar | | |
| Midterm Exam/Midterm Jury | 1 | 40 |
| General Exam / Final Jury | 1 | 60 |
| Total | | 100 |
| Success Grade Contribution of Semester Studies | | 40 |
| Success Grade Contribution of End of Term | | 60 |
| Total | | 100 |

| ECTS / Workload Table | | | |
|---|--------|------------------|----------------|
| Activities | Number | Duration (Hours) | Total Workload |
| Course hours (Including the exam week): 16 x total course hours) | 16 | 2 | 32 |
| Laboratory | | | |
| Application | | | |
| Course-Specific Internship (if any) | | | |
| Field Study | | | |
| Study Time Out of Class | 1 | 5 | 5 |
| Presentation / Seminar Preparation | 1 | 6 | 6 |
| Projects | 1 | 5 | 5 |
| Reports | | | |
| Homework | | | |
| Quizzes / Studio Review | | | |
| Preparation Time for Midterm Exams / Midterm Jury | | | |

| | | | |
|--|--------------------|----|-----------|
| Preparation Period for the Final Exam / General Jury | 1 | 10 | 10 |
| Total Workload | (60/30 = 2) | | 60 |

| Course' Contribution Level to Learning Outcomes | | | | | | |
|---|---|--------------------|---|---|---|---|
| Nu | Learning Outcomes | Contribution Level | | | | |
| | | 1 | 2 | 3 | 4 | 5 |
| LO1 | Have information about accentuation, intonation, pronunciation disorders; correct pronunciation errors when speaking. | | | | | X |
| LO2 | He/she gives prepared and unprepared speeches. Have knowledge about interview techniques. | | | | | X |
| LO3 | Oral expression skills develop. | | | | | X |
| LO4 | Gain the ability to speak correctly and fluently. | | | | | X |
| LO5 | Develops the skills to have an effective conversation in front of the community. | | | | | X |
| LO6 | Understands the effect of body language on speakers and uses body language in binary communication. | | | | | X |
| LO7 | Dec that body language differs between cultures. | | | | | X |

| Policies and Procedures |
|---|
| Web page: https://www.ostimteknik.edu.tr/management-information-systems-english-1241/915 |
| Exams: The exams aim at assessing various dimensions of learning: knowledge of concepts and theories and the ability to apply this knowledge to real-world phenomena, through analyzing the situation, distinguishing problems, and suggesting solutions. The written exams can be of two types, ie. open-ended questions, which can also be in the form of problems or multiple-choice questions. |
| Assignments: Homework (Assignments) might be applicable. Scientific Research Ethics Rules are very important while preparing assignments. The students should be careful about citing any material used from outside sources and reference them appropriately. |
| Missed exams: Any student missing an exam needs to bring an official medical report to be able to take a make-up exam. The medical report must be from a state hospital. |
| Projects: Not applicable. |
| Attendance: Attendance requirements are announced at the beginning of the term. Students are usually expected to attend at least 70% of the classes during each term. |
| Objections: If the student observes a material error in his/her grade, he/she has the right to place an objection to the Faculty or the Department. The claim is examined and the student is notified about its outcome. |