# TOROS ÜNIVERSITESI

Faculty Of Economic, Administrative And Social Sciences International Trading And Logistics (English)

#### **Course Information**

|               | ENGLISH I |             |                          |   |             |  |  |
|---------------|-----------|-------------|--------------------------|---|-------------|--|--|
| Code Semester |           | Theoretical | Practice National Credit |   | ECTS Credit |  |  |
|               |           | Hour / Week |                          |   |             |  |  |
| FLE101        | Fall      | 3           | 0                        | 3 | 5           |  |  |

| Prerequisites and co-<br>requisites  |  |
|--------------------------------------|--|
| Language of instruction              | English  |
| Туре                                 | Required   |
| Level of Course                      | Bachelor's   |
| Lecturer                             | Okt. Sena TEKELİ   |
| Mode of Delivery                     | Face to Face   |
| Suggested Subject                    | None   |
| Professional practise ( internship ) | None   |
| Objectives of the Course             | This course intends to develop students' language skills in their fields. This course is committed to practical communicative methodology.   |
| Contents of the Course               | This course is a 3 hour course aims to empower students with language which they need to carry out their career goals. To this end the course provide the students with background in major concepts and ample opportunities for students to build awareness and practice the language in real-life scenarios. The course provide opportunities to practice language students need for work in their profession. |

## **Learning Outcomes of Course**

| # | Learning Outcomes  |  |
|---|--|--|
| 1 | Developing academic speaking, listening, writing, and reading skills                           |  |
| 2 | Identifying related terminology  |  |
| 3 | Developing personal strategies for reviewing new related vocabulary                            |  |
| 4 | Using vocabulary in a variety of academic speaking, listening, writing, and reading activities |  |
| 5 | Discussing a variety of topics needed for work in the students' professions                    |  |
| 6 | Evaluating a variety of texts  |  |

## **Course Syllabus**

| # | Subjects  | Teaching Methods and Technics                                    |  |
|---|---|--|--|
| 1 | Unit 1. Logistics Reading: Logistics Listening and Speaking: Describing Job Duties Writing: Filling out an e-mail   | Communicative Method, Task-Based<br>Method, Audio Lingual Method |  |
| 2 | Unit 2. Logistics Jobs 1 Reading:Employment Opportunity: Logistics Manager Listening and Speaking: Talking about Experience Writing: Writing Interview Notes      | Communicative Method, Task-Based<br>Method, Audio Lingual Method |  |
| 3 | Unit 3. Logistics Jobs 2 Reading: Supply Chain & Logistics Management Listening and Speaking:<br>Arranging a Meeting Time Writing: Filling out a Meeting Schedule | Communicative Method, Task-Based<br>Method, Audio Lingual Method |  |
| 4 | Unit 4. Employment Opportunities Reading: Careers in Logistics Listening and Speaking:<br>Discussing Options Writing: Writing pros and cons for job positions     | Communicative Method, Task-Based<br>Method, Audio Lingual Method |  |
| 5 | Unit 5. Basic Math Reading:How Do They Say It? Listening and Speaking: Talking about Measurements Writing: Filling out the Calculations for the Shipment Volume   | Communicative Method, Task-Based<br>Method, Audio Lingual Method |  |
| 6 | Unit 6. Measurements Reading: Logistics: Measurements Listening and Speaking: Giving a  | Communicative Method, Task-Based                                 |  |

|    | Reminder Writing: Filling out a Release Form   | Method, Audio Lingual Method                                     |
|----|--|--|
| 7  | Unit 7. Safety Issues Reading: Manufacturing Employee Manual Listening and Speaking:<br>Expressing Belief Writing: Writing an Accident Report                      | Communicative Method, Task-Based<br>Method, Audio Lingual Method |
| 8  | Midterm Exam   |  |
| 9  | Unit 8. Customer Service Reading: FZ Floral Suppliers Listening and Speaking: Making an Apology Writing: Filling out the Customer Service Complaint Log            | Communicative Method, Task-Based<br>Method, Audio Lingual Method |
| 10 | Unit 9. Supply Chain Reading: Chapter 2: Supply Chains Listening and Speaking: Requesting more Information Writing: Filling out a memo                             | Communicative Method, Task-Based<br>Method, Audio Lingual Method |
| 11 | Presentation Week  | Presentation   |
| 12 | Presentation Week  | Presentation   |
| 13 | Unit 10. Supplier Planning Reading: Supplier Planning Listening and Speaking: Clarifying Information Writing: Filling out an Order Form                            | Communicative Method, Task-Based<br>Method, Audio Lingual Method |
| 14 | Unit 11. Types of Inventory Reading: Wolff Manufacturing Listening and Speaking: Confirming Details Writing: Filling out a Questionnaire about Warehouse Inventory | Communicative Method, Task-Based<br>Method, Audio Lingual Method |
| 15 | Review for the Final Exam  | Communicative Method, Task-Based<br>Method, Audio Lingual Method |
| 16 | Final Exam   |  |

## **Course Syllabus**

| # Material / Resources  | Information About Resources                                      | Reference / Recommended Resources |
|-------------------------|--|-----------------------------------|
| Logistics, Career Paths | Virginia Evans-Jenny Dooley- Donald Buchannan Express Publishing |                                   |

#### **Method of Assessment**

| # Weight | Work Type        | Work Title       |  |
|----------|------------------|------------------|--|
| 1 30%    | Mid-Term Exam    | Mid-Term Exam    |  |
| 2 60%    | Final Exam       | Final Exam       |  |
| 3 10%    | Mid-Term Project | Mid-Term Project |  |

## Relationship between Learning Outcomes of Course and Program Outcomes

| # | Learning Outcomes  | Program<br>Outcomes | Method of<br>Assessment |
|---|--|---------------------|-------------------------|
| 1 | Developing academic speaking, listening, writing, and reading skills                           | 14                  | 1,2,3                   |
| 2 | Identifying related terminology  | 14                  | 1,2,3                   |
| 3 | Developing personal strategies for reviewing new related vocabulary                            | 14                  | 1,2,3                   |
| 4 | Using vocabulary in a variety of academic speaking, listening, writing, and reading activities | 14                  | 1,2,3                   |
| 5 | Discussing a variety of topics needed for work in the students' professions                    | 14                  | 1,2,3                   |
| 6 | Evaluating a variety of texts  | 14                  | 1,2,3                   |

PS. The numbers, which are shown in the column Method of Assessment, presents the methods shown in the previous table, titled as Method of Assessment.

#### **Work Load Details**

| # | Type of Work  | Quantity | Time<br>(Hour) | Work<br>Load |
|---|---|----------|----------------|--------------|
| 1 | Course Duration   | 14       | 3              | 42           |
| 2 | Course Duration Except Class (Preliminary Study, Enhancement) | 14       | 3              | 42           |
| 3 | Presentation and Seminar Preparation                          | 0        | 0              | 0            |
| 4 | Web Research, Library and Archival Work                       | 0        | 0              | 0            |
| 4 | Web Research, Library and Archival Work                       | U        | U              | ĺ            |

| 5  | Document/Information Listing | 0 | 0 | 0   |
|----|------------------------------|---|---|-----|
| 6  | Workshop                     | 0 | 0 | 0   |
| 7  | Preparation for Midterm Exam | 1 | 7 | 7   |
| 8  | Midterm Exam                 | 1 | 1 | 1   |
| 9  | Quiz                         | 0 | 0 | 0   |
| 10 | Homework                     | 0 | 0 | 0   |
| 11 | Midterm Project              | 1 | 6 | 6   |
| 12 | Midterm Exercise             | 0 | 0 | 0   |
| 13 | Final Project                | 0 | 0 | 0   |
| 14 | Final Exercise               | 0 | 0 | 0   |
| 15 | Preparation for Final Exam   | 1 | 7 | 7   |
| 16 | Final Exam                   | 1 | 1 | 1   |
|    |                              |   |   | 106 |