

TOROS ÜNİVERSİTESİ

Faculty Of Economic, Administrative And Social Sciences
Business Administration (English)

Course Information

TURKISH LANGUAGE II					
Code	Semester	Theoretical	Practice	National Credit	ECTS Credit
		Hour / Week			
TUR102	Spring	2	0	2	3

Prerequisites and co-requisites	None
Language of instruction	Turkish
Type	Required
Level of Course	Bachelor's
Lecturer	Lect. Seçil BİBER
Mode of Delivery	Face to Face
Suggested Subject	None
Professional practise (internship)	None
Objectives of the Course	The main objective of this course is to teach the young the structural features, methodology and richness of language and enable them to arouse the love of Turkish language which is fundamental principle of our national unity.
Contents of the Course	Punctuation and Composition (Punctuation Marks, Other Marks) marks of abbreviations, Spelling Rules (The spelling of capital letters, The writing of quotations. numbers, The Composition the purpose of composition, method in composition writing, planning, introduction, development and result in composition, the features of telling (purity in telling, simplicity in telling, clarity and sincerity in telling mistakes in telling (the use of synonymous words in the sentence). The use of synonymous words in the sentence, The misuse of phrases, Explanation, story, description, criticism, portray, speaking, proving. The kinds of verbal telling (daily and unprepared speaking- prepared speaking, debate, panel) The kinds of written telling (letter, telegraph, celebration, invitation, literary letter Job letters, formal letter, petition, report, decision, announcement, advertisement). Talking, criticism, memoir, travel, writing, interview, survey Autobiography biography novel- story, fable- theater tragedy, drama- scenario, poetry and its kinds.

Learning Outcomes of Course

#	Learning Outcomes
1	Explain factors that ruin the formation of speech and speech
2	Practice methods and techniques of effective speech
3	Explain the difference between verbal expression and written expression
4	Distinguish the types of prepared and unprepared speeches
5	Use the body language efficiently in communication
6	Practice methods and stages of preparing a scientific speech

Course Syllabus

#	Subjects	Teaching Methods and Technics
1	Interaction Of Turkish With Foreign Languages, The Impact Of Turkish On Other Languages, The Impact Of Other Languages On Turkish, Foreign Elements Used In Turkish.	Lecture, discussion, presentation
2	The Rules Of Spelling	Lecture, discussion, presentation

3	Punctuation	Lecture, discussion, presentation
4	Discourse Errors, Lexical Errors	Lecture, discussion, presentation
5	Syntactic Errors, Speech Errors.	Lecture, discussion, presentation
6	Written Discourse,	Lecture, discussion, presentation
7	Types Of Written Discourse, Narrative Texts:Article, Column, Critique, Essay, Interview, Travelling Memories, Diary, Memory.	Lecture, discussion, presentation
8	Mid-term Exam	
9	Literary Texts: Poetry, Stories, Drama, Novel; Opinion Texts and Literary Texts	Lecture, discussion, presentation
10	Literary Texts: Poetry, Stories, Drama, Novel; Opinion Texts and Literary Texts	Lecture, discussion, presentation
11	Correspondences, Private Correspondences:Letter, Invitation Card, Note, Congratiation, Important Points To Be Considered In Private Correspondences.	Lecture, discussion, presentation
12	Official Correspondences. E-Mail, Fax, Telex, Petition, Curriculum Vitea, Report, Minutes, Verdict Important Points To Be Considered In Official Correspondences.	Lecture, discussion, presentation
13	Listening, The Elements of Listening, Kinds of Listening, Relations Between Personality and Listening, Effective Listening, Active Listening	Lecture, discussion, presentation
14	Spoken Discourse, Prepared Speeches: Conference,Congress,Panel,Seminar,Discussion Symposium, Giving A Speech. Impromptu Speeches:Telephone Conversation, Introducing, The Rules Of Speaking.	Lecture, discussion, presentation
15	General review of the topics.	Lecture, discussion, presentation
16	Final Exam	

Course Syllabus

#	Material / Resources	Information About Resources	Reference / Recommended Resources
1	GÖKDAYI Hürriyet (2014), Türk Dili Yazılı ve Sözlü Anlatım, Martı Kitapçılık, Ankara.		

Method of Assessment

#	Weight	Work Type	Work Title
1	40%	Mid-Term Exam	Mid-Term Exam
2	60%	Final Exam	Final Exam

Relationship between Learning Outcomes of Course and Program Outcomes

#	Learning Outcomes	Program Outcomes	Method of Assessment
1	Explain factors that ruin the formation of speech and speech	14	1,2
2	Practice methods and techniques of effective speech	14	1,2
3	Explain the difference between verbal expression and written expression	14	1,2
4	Distinguish the types of prepared and unprepared speeches	14	1,2
5	Use the body language efficiently in communication	14	1,2
6	Practice methods and stages of preparing a scientific speech	14	1,2

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 (Hour)	Work Load
1	Course Duration	14	2	28
2	Course Duration Except Class (Preliminary Study, Enhancement)	14	2	28
3	Presentation and Seminar Preparation	0	0	0
4	Web Research, Library and Archival Work	0	0	0
5	Document/Information Listing	0	0	0
6	Workshop	0	0	0
7	Preparation for Midterm Exam	0	0	0
8	Midterm Exam	1	1	1
9	Quiz	0	0	0
10	Homework	0	0	0
11	Midterm Project	0	0	0
12	Midterm Exercise	0	0	0
13	Final Project	0	0	0
14	Final Exercise	0	0	0
15	Preparation for Final Exam	1	2	2
16	Final Exam	1	1	1
				60