

TOROS ÜNİVERSİTESİ

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

Course Information

ENGLISH II					
Code	Semester	Theoretical	Practice	National Credit	ECTS Credit
		Hour / Week			
FLE102	Spring	3	0	3	5

Prerequisites and co-requisites	
Language of instruction	English
Type	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 12. Branding Reading: Report Listening and Speaking: Discussing Risk Writing: Writing an Essay about Brand Extension	Communicative Method, Task-Based Method, Audio Lingual Method
2	Unit 13. Marketing Reading: Marketing Listening and Speaking: Offering a Comprise Writing: Writing an e-mail	Communicative Method, Task-Based Method, Audio Lingual Method
3	Unit 14. Competition Reading: Against the Odds: Toyland's Success Story Listening and Speaking: Bringing up an Example Writing: Writing an e-mail to a Supervisor	Communicative Method, Task-Based Method, Audio Lingual Method
4	Unit 15. Customer Relations Reading: Improving Customer Relations Listening and Speaking: Making an Apology Writing: Filling out a Customer Complaint Report	Communicative Method, Task-Based Method, Audio Lingual Method
5	Unit 1. Management Style 1 Reading: Performance Review Listening and Speaking: Describing Potential Effects Writing: Filling out the Performance Review	Communicative Method, Task-Based Method, Audio Lingual Method
6	Unit 2. Management Style 2 Reading: What Kind of Manager are You? Listening and Speaking:	Communicative Method, Task-Based

	Describing Personal Experience Writing: Writing a Letter of Recommendation	Method, Audio Lingual Method
7	Review for the Midterm Exam	Communicative Method, Task-Based Method, Audio Lingual Method
8	Midterm Exam	
9	Unit 3. Management Style 3 Reading: Democratic Management Style Listening and Speaking: Giving a Warning Writing: Writing a Report	Communicative Method, Task-Based Method, Audio Lingual Method
10	Unit 4. Starting a Business Reading: Advice Column Listening and Speaking: Proposing a Plan Writing: Fillin out an e-mail	Communicative Method, Task-Based Method, Audio Lingual Method
11	Writing Exam	
12	Unit 5. Business Strategy Reading: Pamphlet Listening and Speaking: Agreeing with an Opinion Writing: Filling out the Feedback Form	Communicative Method, Task-Based Method, Audio Lingual Method
13	Unit 6. Business Models Reading: Small Business Times Listening and Speaking: Changing Topics Writing: Filling out the Assignment	Communicative Method, Task-Based Method, Audio Lingual Method
14	Unit 7. Costs and Expenses Reading: Accounting FAQs Listening and Speaking: Asking about needs Writing: Filling out the e-mail	Communicative Method, Task-Based Method, Audio Lingual Method
15	Review for the Final Exam	Communicative Method, Task-Based Method, Audio Lingual Method
16	Final Exam	

Course Syllabus

#	Material / Resources	Information About Resources	Reference / Recommended Resources
1	Management II, Career Path	Virginia Evans- Jenny Dooley- Henry Brown 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%	Quiz	Quiz

Relationship between Learning Outcomes of Course and Program Outcomes

#	Learning Outcomes	Program Outcomes	Method of 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 (Hour)	Work Load
1	Course Duration	14	3	42
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	1	6	6
8	Midterm Exam	1	1	1
9	Quiz	1	6	6
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	6	6
16	Final Exam	1	1	1
				90