

# TOROS ÜNİVERSİTESİ

Vocational School  
Justice

## Course Information

| TURKISH LANGUAGE AND LITERATURE II |          |             |          |                 |             |
|------------------------------------|----------|-------------|----------|-----------------|-------------|
| Code                               | Semester | Theoretical | Practice | National Credit | ECTS Credit |
|                                    |          | Hour / Week |          |                 |             |
| TD 102                             | Spring   | 2           | 0        | 2               | 2           |

|                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Prerequisites and co-requisites</b>      | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Language of instruction</b>              | Turkish                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Type</b>                                 | Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Level of Course</b>                      | Associate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Lecturer</b>                             | Lect. Nevzat EROL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Mode of Delivery</b>                     | Face to Face                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Suggested Subject</b>                    | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Professional practise ( internship )</b> | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Objectives of the Course</b>             | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Contents of the Course</b>               | 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, Congratilation, Important Points To Be Considered In Private Correspondences.                                        | Lecture, discussion, presentation |
| 12 | Official Correspondences. E-Mail, Fax, Telex, Petition, Cirriculum 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         |
|    |                                                               |          |             | <b>60</b> |