Course Syllabus

Code - Course Title	**İNG437 - English VII**
Course Type	VII. SEMESTER
Laboratory + Practice	3+3
ECTS	**6.0**
Language of Instruction	İngilizce
Course Type	Required Courses
Course Instructor(s)	ÖĞR. GÖR. DR. AYCAN AKYILDIZ UYGUN, ÖĞR. GÖR. REMZİYE PINAR SOYER

Mode of Delivery	The mode of delivery of this course is Face to face
Prerequisites	There is no a prerequisite or co-requisite for this course.
Courses Recomended	There is no recommended optional programme component for this course .
Recommended Resources	Career Paths Tourism- Book 3
Work Placement	Not Applicable

Course Syllabus

Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 1		Introduction to the course, explaining the goals and objectives	
Week - 2		Unit 1 – Communicating by Email: Effective communication by email Corporate and formal tone Key points in writing emails Vocabulary: subject line, greeting, closing, attachment Grammar: formal expressions, polite requests Grammar: Modals of necessity	
Week - 3		Unit 2 – Taking a Message: Techniques for taking messages Recording messages by phone and in person Importance of delivering messages accurately Vocabulary: message, convey, call back, urgent Grammar: reported speech Extra Grammar: Used to-be used to-get used to	
Week - 4		Unit 3 – Taking Reservations: Reservation procedures Recording customer information accurately Expressions used when taking reservations Vocabulary: reservation, date, number of guests, confirmation Grammar: present simple & modal verbs for requests (can, would)	
Week - 5		Revision: Narrative tenses; Time expressions	
Week - 6		Revision: present perfect vs simple past	
Week - 7		Unit 4 – Changing a Reservation: Reasons and procedures for changing reservations Flexibility in responding to customer requests Vocabulary: change, cancel, reschedule, availability Grammar: conditional sentences (type 1)	

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Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 8		Unit 5 – Problems with Reservations: Handling reservation problems Dealing with cancellations, double bookings, or missing information Vocabulary: problem, solution, delay, incorrect Grammar: problem-solving expressions and passive voice	
Week - 9		Unit 6 – Difficult Customers: Handling difficult customers Strategies and communication techniques Professional behavior in stressful situations Vocabulary: complaint, dissatisfaction, patience, solution Grammar: indirect speech & modal verbs for advice (should, ought to)	
Week - 10		Writing: Pronouns	
Week - 11		Reading: Referring Expressions Reading: Guessing Meaning	
Week - 12		Writing: Opinion paragraph	
Week - 13		Writing: Opinion paragraph	
Week - 14		REVISION	

Learning Outcomes

#	Learning Outcome
1	THE AIM OF THE COURSE This is a course which offers extensive well-integrated practising of speaking, reading, vocabulary, listening, grammar and writing skills/fields to help students develop their receptive and productive skills. In this learner-centered course the skills, basic vocabulary and grammar structures are presented through a variety of enjoyable readings, speaking turns, conversational listening activities and additional vocabulary exercises. LEARNING OUTCOMES AND SUBORDINATE SKILLS By the end of this course, students 1. will be able to communicate effectively in spoken English on issues and ideas with a reasonable degree of fluency and accuracy in different social settings and different kinds of social encounters. 1.1. make meaning by organizing language and using appropriate grammatical patterns. 1.2. use appropriate vocabulary in any kind of spoken discourse on various topics. 1.3. use clear pronunciation. 1.4. use basic structures in their oral communication. 2. will be able to use reading skills and strategies in a variety of texts to become successful independent readers. 2.1. use strategies for understanding the meanings of new words by guessing the meaning from the context and recognizing the parts of speech. 2.2. use the strategies of scanning, skimming and reading closely to make the meaning clear. 2.3. recall the ideas and details after reading a text. 2.4. identify relations between parts of a text through lexical devices and referring expressions. 2.5. read texts fluently. 2.6. identify the main features in a text such as the topic, main idea and supporting sentences. 3. will be able to recognize real life spoken English 3.1. recognize the basic structures in spoken discourse. 3.2. react to oral instructions. 3.3. identify the main idea in a spoken discourse. 3.4. listen for specific information. 4. will be able to express themselves by writing texts in different types. 4.1. use basic structures in their writings. 4.2. appropriately fill in any kind of application and reservation forms. 4.3. write informal letters and e-mails. 5. will be able to use correct and appropriate grammar structures by selecting relevant information and using stylistically and socially appropriate discourse patterns and vocabulary. 5.1. use necessary discourse markers, cohesive and transitional devices. 5.2. use punctuation correctly.
2	use reading skills and strategies in a variety of texts to become successful independent readers.
3	recognize real life spoken English
4	express themselves by writing texts in different types.
5	use correct and appropriate grammar structures by selecting relevant information and using stylistically and socially appropriate discourse patterns and vocabulary.

Sustainable Development Goals

No content has been provided.

Course Theme

No content has been provided.

AKTS Workload

Activity	Duration (Hour)	Count	Workload
Teorik Derse Katılım	0	0	0
Sınıf Dışı Çalışma (Ön Hazırlık & Pekiştirme Amaçlı)	0	0	0
Ödevler	0	0	0
Proje - Rapor - Sunum Hazırlama	0	0	0
Ara Sınav Hazırlığı (sınav süresi dahil)	0	0	0
Final Sınavı Hazırlığı (sınav süresi dahil)	0	0	0
Uygulama (Laboratuvar, Müzik/Enstrüman Uygulaması, Atölye/Saha Çalışması vb.)	0	0	0
Staj Uygulaması	0	0	0
		Calculated ECTS	**0**

Assessment Method and Passing Requirements

No content has been provided.