Course Syllabus

Code - Course Title	**SEK219 - Effective Speech**
Course Type	III. SEMESTER
Laboratory + Practice	1+1
ECTS	**2.0**
Language of Instruction	Türkçe
Course Type	Area Elective Courses
Course Instructor(s)	ÖĞR. GÖR. NERMİN ÇETİNÖZ

Mode of Delivery	Face to face
Prerequisites	There is no prerequisite or co-requisite for this course.
Work Placement	Not Applicable

Course Syllabus

Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 1		Introduction of the course benefits, objectives, and topics to be covered for students.	
Week - 2			
Week - 3			
Week - 4			
Week - 5			
Week - 6		Using Voice, Negotiation, Persuasion and Influence	
Week - 7			
Week - 8			
Week - 9			
Week - 10		Starting With Will	
Week - 11			
Week - 12			
Week - 13			
Week - 14			

Learning Outcomes

#	Learning Outcome
1	denote the basic elements of effective and capital speech.
2	Explains the importance of intonation,phonetics and the grammer rules of Turkish Language.
3	The student will be able to explain the professional advantages that effective and eloquent speaking provide to an office manager.
4	The student will be able to explain the importance of communication in business relationships and its fundamental elements.
5	Students will be able to define effective communication and explain the barriers to effective communication.
6	The student will be able to explain effective communication methods.
7	The student will be able to explain the physiological factors that constitute speech.
8	The student will be able to identify and apply diction rules in the Turkish language, such as the narrowing rule and the use of correction marks.
9	The student will be able to explain the characteristics of an effective speech.
10	Students will be able to explain the characteristics of the introduction, body, and conclusion sections that constitute the structure of a speech.
11	The student will be able to explain the types and characteristics of speech.
12	The student will be able to explain listening skills and their types.
13	Students will be able to explain the methods of influence and impact within businesses.

Sustainable Development Goals

No content has been provided.

Course Theme

✓ Educational Sciences and Educational Technologies ✓ Communication Technologies and the IoT

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.