Course Syllabus

Code - Course Title	**EMY227 - Professional English I**
Course Type	III. SEMESTER
Laboratory + Practice	3+0
ECTS	**3.0**
Language of Instruction	İngilizce
Course Type	Required Courses
Course Instructor(s)	ÖĞR. GÖR. JALE UZEL

Mode of Delivery	The mode of delivery of this course is Face to face
Prerequisites	There is no prerequisite or co-requisite for this course.
Courses Recomended	There is no recommended optional programme component for this course.
Recommended Resources	English Profession Information
Work Placement	Not Applicable

Course Syllabus

Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 1		Effective Basic Business Communication: Phone calls, General patterns and dealing with angry people	
Week - 2		Messages and Appointments	
Week - 3		Understanding Conversations	
Week - 4		Welcoming Guests	
Week - 5		Making contact	
Week - 6		Solving Problems; Orders; Banking and Finance, Asking and describing contact information, Giving and receiving instructions	
Week - 7		Introducing and Introducing Yourself	
Week - 8		Meetings: Developing business presentations	
Week - 9		Nonverbal communication, Organization in presentation and speaking	
Week - 10		Information presentations	
Week - 11		Information presentations	
Week - 12		Practices of business presentations	
Week - 13		Interpersonal Business Communication: Negative news and crisis communication	

Course Syllabus

Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 14		Group communication, Teamwork and leadership	

Learning Outcomes

#	Learning Outcome
1	Students who take this course will be able to carry out English correspondence and verbal communication with customers and official institutions, which are necessary for them in the real estate profession.

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.