

EFFECTIVE LISTENING METHODS

1	Course Title:	EFFECTIVE LISTENING METHODS
2	Course Code:	OTPS037
3	Type of Course:	Optional
4	Level of Course:	Short Cycle
5	Year of Study:	0
6	Semester:	0
7	ECTS Credits Allocated:	3.00
8	Theoretical (hour/week):	2.00
9	Practice (hour/week):	0.00
10	Laboratory (hour/week):	0
11	Prerequisites:	None
12	Language:	Turkish
13	Mode of Delivery:	Face to face
14	Course Coordinator:	Öğr. Gör. İMREN DEMİR
15	Course Lecturers:	Öğr. Gör. İmren DEMİR
16	Contact information of the Course Coordinator:	imrendemir@uludag.edu.tr
17	Website:	
18	Objective of the Course:	Understanding the importance of listening, one of the communication tools in social life, comprehending and acquiring effective listening habits.
19	Contribution of the Course to Professional Development:	Through effective listening, the student; It enables to learn the facts, understand the teammates, empathize and evaluate the steps to be taken.
20	Learning Outcomes:	
	1	Knows the concepts of communication
	2	Get rich communication ways
	3	Recognize listening obstacle
	4	Knows communication equipment
	5	Has effective listening skills
	6	
	7	
	8	
	9	
	10	
21	Course Content:	
	Course Content:	
Week	Theoretical	Practice
1	The importance of Listening	
2	Why are we listening?	
3	Factors that prevent effective listening	
4	Sensing capacity	
5	Negative listening habits I	

6	Negative listening habits II	
7	How is effective listening provided?	
8	Physical participation	
9	Psychological participation	
10	Verbal participation	
11	Effective listening habits	
12	Effective listening habits	
13	Effective listening habits	
14	Course work week	

22	Textbooks, References and/or Other Materials:	Communication equipment, Doğan Cüceloğlu
----	---	--

23	Assesment	
----	-----------	--

TERM LEARNING ACTIVITIES	NUMBER	WEIGHT
Midterm Exam	1	40.00
Quiz	0	0.00
Home work-project	0	0.00
Final Exam	1	60.00
Total	2	100.00

Contribution of Term (Year) Learning Activities to Success Grade	40.00
--	-------

Activites	Number	Duration (hour)	Total Work Load (hour)
-----------	--------	-----------------	------------------------

Theoretical Measurement and Evaluation Techniques Used in the	14	2.00	28.00
Practicals/Labs	0	0.00	0.00

24. ECTS / WORK LOAD TABLE	14	3.00	42.00
Self study and preparation			
Homeworks	0	0.00	0.00
Projects	0	0.00	0.00
Field Studies	0	0.00	0.00
Midterm exams	1	10.00	10.00
Others	0	0.00	0.00
Final Exams	1	10.00	10.00
Total Work Load			100.00
Total work load/ 30 hr			3.00
ECTS Credit of the Course			3.00

25	CONTRIBUTION OF LEARNING OUTCOMES TO PROGRAMME QUALIFICATIONS															
	PQ1	PQ2	PQ3	PQ4	PQ5	PQ6	PQ7	PQ8	PQ9	PQ10	PQ11	PQ12	PQ13	PQ14	PQ15	PQ16
ÖK1	2	5	0	0	0	5	0	0	0	0	0	2	0	0	0	0
ÖK2	2	5	0	0	0	5	0	0	0	0	0	2	0	0	0	0
ÖK3	2	5	0	0	0	5	0	0	0	0	0	2	0	0	0	0
ÖK4	2	5	0	0	0	5	0	0	0	0	0	2	0	0	0	0

ÖK5	2	5	0	0	0	5	0	0	0	0	0	2	0	0	0	0
LO: Learning Objectives PQ: Program Qualifications																
Contribution Level:	1 very low		2 low		3 Medium		4 High		5 Very High							