

DICTION AND PRESENTATION TECHNIQUES

1	Course Title:	DICTION AND PRESENTATION TECHNIQUES
2	Course Code:	DSTS021
3	Type of Course:	Optional
4	Level of Course:	Short Cycle
5	Year of Study:	2
6	Semester:	3
7	ECTS Credits Allocated:	3.00
8	Theoretical (hour/week):	1.00
9	Practice (hour/week):	2.00
10	Laboratory (hour/week):	0
11	Prerequisites:	There is no prerequisite for the course.
12	Language:	Turkish
13	Mode of Delivery:	Face to face
14	Course Coordinator:	Öğr. Gör. Dr. Emel KARADAĞ
15	Course Lecturers:	MYO'ların Yönetim Kurulları'nın görevlendirdiği diğer öğretim elemanları
16	Contact information of the Course Coordinator:	Öğr. Gör. Dr. Emel Karadağ Orhaneli Meslek Yüksekokulu Orhaneli/Bursa Tel: 02248173015/62418
17	Website:	
18	Objective of the Course:	The aim of the course is to gain the competence of effective and good speech preparation and slide preparation.
19	Contribution of the Course to Professional Development:	The most important part of call center services is speaking, and diction and presentation techniques will contribute to the ability to speak the lesson effectively, to transfer information and research, to organize information while doing this, to make an impact on the audience.
20	Learning Outcomes:	
	1	Using correct breathing and speaking techniques.
	2	Ensure correct use of Turkish.
	3	Providing meaningful usage of body language, gestures and facial expressions.
	4	Prevention of articulation disorders.
	5	To improve the ability of oral communication and oratory.
	6	Learning concepts related to presentation.
	7	Editing slides.
	8	Learning presentation techniques.
	9	
	10	
21	Course Content:	
	Course Content:	
Week	Theoretical	Practice
1	Giving information about the content and importance of diction and presentation techniques course.	Evaluation through sample presentations and slides
2	Definition of language, definition of diction, aim of diction	Do good speaking and diction exercises

3	Definition of speech, types of speech, style definition, style types	Performing examples suitable for style types
4	Respiration, types of respiration, proper respiration techniques	Applying correct breathing techniques
5	Sound, sound defects, articulation and articulation disorders in terms of diction	Extracting sounds according to tongue, lip and chin condition
6	Stops, intonation, emphasis	Reading, putting intonation and emphasis
7	Definition of speech, types of speech, effective speech methods	Speaking text in accordance with effective speaking methods
8	Similarities and differences between presentation and speech, overcoming the fear of presentation	Practice of coping methods with presentation anxiety
9	Deciding the subject of presentation and presentation types	Specify presentation subject and type
10	Introduction part of the presentation and methods to be used	Create an introduction to the presentation
11	Development part of the presentation and methods to be used	Creating the development part of the presentation
12	The final part of the presentation and the methods to be used	Create the final part of the presentation
13	Slide editing	Preparing slides for presentation
14	Effective presentation techniques	Presenting prepared presentation effectively with diction skills
22	Textbooks, References and/or Other Materials:	"EFFECTIVE PRESENTATION TECHNIQUES" Prof.Demet Gürüz, Ayşen Temel Eğinli, Detay Publishing "DICTION & FINE AND EFFECTIVE SPEAKING ART" Suna Okur, Çalığışu Book
23	Assesment	
TERM LEARNING ACTIVITIES		NUMBE R
		WEIGHT
Midterm Exam		1
Quiz		0
Home work-project		0
Final Exam		1
Total		2
Contribution of Term (Year) Learning Activities to Success Grade		40.00
Contribution of Final Exam to Success Grade		60.00
Total		100.00
Measurement and Evaluation Techniques Used in the Course		Measurement and evaluation is carried out according to the principles of Bursa Uludağ University Associate and Undergraduate Education Regulation.
24	ECTS / WORK LOAD TABLE	

Activites	Number	Duration (hour)	Total Work Load (hour)
Theoretical	14	1.00	14.00
Practicals/Labs	14	2.00	28.00
Self study and preperation	8	3.00	24.00
Homeworks	9	2.00	18.00
Projects	0	0.00	0.00
Field Studies	0	0.00	0.00
Midterm exams	1	1.00	1.00
Others	0	0.00	0.00
Final Exams	1	1.00	1.00
Total Work Load			86.00
Total work load/ 30 hr			2.87
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	5	1	1	5	1	1	1	1	1	1	1	1	1	1	1	5
ÖK2	5	1	1	5	1	1	1	1	1	1	1	1	1	1	1	5
ÖK3	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
ÖK4	1	1	1	5	1	1	1	1	1	1	1	1	1	1	1	1
ÖK5	1	1	1	5	1	1	1	1	1	1	1	1	1	1	1	1
ÖK6	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
ÖK7	1	1	1	5	1	1	1	1	1	1	1	1	1	1	1	1
ÖK8	1	1	1	5	1	1	1	1	1	1	1	1	1	1	1	1
LO: Learning Objectives PQ: Program Qualifications																
Contribution Level:	1 very low			2 low			3 Medium			4 High			5 Very High			