

LITERATURE REVIEW AND REPORT WRITING

1	Course Title:	LITERATURE REVIEW AND REPORT WRITING
2	Course Code:	REH1014
3	Type of Course:	Compulsory
4	Level of Course:	First Cycle
5	Year of Study:	1
6	Semester:	2
7	ECTS Credits Allocated:	4.00
8	Theoretical (hour/week):	1.00
9	Practice (hour/week):	2.00
10	Laboratory (hour/week):	0
11	Prerequisites:	None
12	Language:	Turkish
13	Mode of Delivery:	Face to face
14	Course Coordinator:	Doç.Dr. NAGİHAN OĞUZ DURAN
15	Course Lecturers:	
16	Contact information of the Course Coordinator:	nagihan@uludag.edu.tr 0224 294 22 11 Uludağ Üniversitesi Eğitim Fakültesi Eğitim Bilimleri Bölümü Görükle/BURSA
17	Website:	
18	Objective of the Course:	The present course aims to assist students to acquire knowledge and skills in literature review and report writing.
19	Contribution of the Course to Professional Development:	
20	Learning Outcomes:	
	1	To know the ways of doing literature review via internet and libraries.
	2	To be able to review current literature in the field of counseling and guidance.
	3	To prepare course assignments and research reports according to scientific report writing criteria.
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21	Course Content:	
	Course Content:	
Week	Theoretical	Practice
1	Introduction: The course content, purposes, assignments and requirements. Science, scientific method and report writing.	Visit to the university library

2	Scientific research process and classifications of researches. Importance of researches in education.	Investigating different kinds of scientific reports		
3	The importance of reporting in research method.	APA manual; investigating APA style by using sample articles		
4	Scanning academic sources. Methods of reaching academic information.	Literature review by using internet and electronic data bases.		
5	Effective usage of library and electronic sources to reach academic sources. Eminent databases used for reaching academic sources.	Literature review by using internet and electronic data bases.		
6	Making literature reviews; starting to write a report	Exercises for cover, title and abstract writing		
7	Evaluation week	Evaluation exercises		
8	Report writing: Introduction in research reports	Exercises for writing an introduction		
9	Report writing: References in research reports	Examples for reference writing		
10	Report writing: References, Quotation in research reports	Examples for reference writing and quotation.		
11	Report writing: Discussion and recommendations in research reports	Examples for discussion and recommendations		
12	Report writing: Appendix in research reports	Examples for appendix		
13	Report writing: Tables and figures in research report	Examples for tables and figures		
14	Review and preparation to final exam	Evaluation of report preparation process. Feedback to		
Activites		Number	Duration (hour)	Total Work Load (hour)
Theoretical materials.	Manual of the American Psychological Association (5th ed.). Washington, DC: American Psychological Association	14	1.00	14.00
Practicals/Labs		14	2.00	28.00
Self study and preperation		14	2.00	28.00
Homeworks		1	20.00	20.00
Projects		0	0.00	0.00
Field Studies		0	0.00	0.00
Midterm exams		1	9.00	9.00
Others		0	0.00	0.00
TERM LEARNING ACTIVITIES		NUMBE	WEIGHT	15.00
Total Work Load				114.00
Total work load/ 30 hr				3.80
Quiz		0	0.00	
ECTS Credit of the Course				4.00
Home work project		1	10.00	
Final Exam		1	50.00	
Total		3	100.00	
Contribution of Term (Year) Learning Activities to Success Grade		50.00		
Contribution of Final Exam to Success Grade		50.00		
Total		100.00		
Measurement and Evaluation Techniques Used in the Course				
24	ECTS / WORK LOAD TABLE			

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	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0
ÖK2	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0
ÖK3	0	0	0	0	0	0	0	5	0	5	0	0	0	0	0	0
LO: Learning Objectives PQ: Program Qualifications																
Contribution Level:	1 very low			2 low			3 Medium			4 High			5 Very High			