

VOCATIONAL FOREIGN LANGUAGE I

1	Course Title:	VOCATIONAL FOREIGN LANGUAGE I	
2	Course Code:	IUZ4209	
3	Type of Course:	Compulsory	
4	Level of Course:	First Cycle	
5	Year of Study:	4	
6	Semester:	7	
7	ECTS Credits Allocated:	3.00	
8	Theoretical (hour/week):	3.00	
9	Practice (hour/week):	0.00	
10	Laboratory (hour/week):	0	
11	Prerequisites:	None	
12	Language:	English	
13	Mode of Delivery:	Face to face	
14	Course Coordinator:	Okutman RECEP HATİPOĞLU	
15	Course Lecturers:		
16	Contact information of the Course Coordinator:	Uludağ Üniversitesi, İnegöl Meslek Yüksekokulu, Cerrah yolu üzeri, İnegöl-BURSA Tel: 0 224 7112781 Fax: 0 224 7153361 e-mail: rhatipoglu@uludag.edu.tr	
17	Website:		
18	Objective of the Course:	The aim of the course is to enable students to be aware of the vocational terminology in English language, to improve their capability in expressing themselves in business environment and to achieve self-confidence in language use in international activities.	
19	Contribution of the Course to Professional Development:		
20	Learning Outcomes:		
		1	Be able to introduce himself/herself and the company s/he is working for
		2	Be able to use field-related topics and terms
		3	Be able to apply for a job and create a CV
		4	Be able to use sentence patterns related to problem solving
		5	Be able to do international correspondence and to communicate in writing
		6	Be able to use international trade-related terms
		7	Be able to communicate orally in a foreign language
		8	
		9	
		10	
21	Course Content:		
		Course Content:	
Week	Theoretical	Practice	
1	Introductions Company profile Giving basic personal information		

2	Describing leisure activities Company organization Presentations 1 : Presenting a company	
3	Making a hotel reservation Making polite requests Reserving a flight	
4	Making polite conversation Socializing	
5	Giving directions Formal and informal letters Advice to travellers	
6	Davet etme Telephoning 1: Getting through Randevu ayarlama Ordering in a restaurant Recommending and suggesting	
7	Welcoming visitors Writing an e-mail of thanks	
8	Mid-term and revision	
9	Exchanging datebook information Presentations 2 : A tour of your company	
10	Describing company projects	
11	Presentations 3 : Referring to visual aids Exchanging personal news Talking about a trip	
12	Making arrangements	
13	Telephoning 2 : Taking and leaving messages	
14	Making and changing appointments Accepting and refusing Confirming	
22	Textbooks, References and/or Other Materials:	Business Basics - David Grant and Robert McLarty Oxford University Press Student's Book, Workbook and Audio CD
23	Assesment	
TERM LEARNING ACTIVITIES		NUMBER
		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		
24	ECTS / WORK LOAD TABLE	

Activites	Number	Duration (hour)	Total Work Load (hour)
Theoretical	14	3.00	42.00
Practicals/Labs	0	0.00	0.00
Self study and preperation	14	3.00	42.00
Homeworks	0	0.00	0.00
Projects	0	0.00	0.00
Field Studies	0	0.00	0.00
Midterm exams	1	26.00	26.00
Others	0	0.00	0.00
Final Exams	1	40.00	40.00
Total Work Load			150.00
Total work load/ 30 hr			5.00
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	0	0	2	0	0	0	0	0	0	5	0	0	0	0	0	0
ÖK2	2	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0
ÖK3	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0
ÖK4	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0
ÖK5	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0
ÖK6	2	0	2	2	4	0	0	0	0	5	0	0	0	0	0	0
ÖK7	0	0	0	0	0	0	0	0	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			