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| --- | --- | --- | --- | --- | --- |
| **Course Name** | **Code** | **Semester** | **T+U** | **Credit** | **ECTS** |
| **Effective Communication skills** |  | 1 | 2+0 | 2 | 3 |
| Prerequisite Courses |  |
| Language of the Course | Turkish |
| Type of Course | Field Elective |
| Course Coordinator |   |
| Instructor |  |
| Course Assistants |  |
| The aim of lesson | student , learning and teaching techniques about information and skill owner is that . |
| Course Learning Outcomes | This lesson finally student ; 1- Learn the concept and process of communication.2-Learns effective communication.3-Learns communication skills. |
| Course Content | Communication concept and process , effective Contact concept and process , effective your communication in front of obstacles , listening skill , empathy skill and empathetic communication , tums and social influences , persuasion compelling communication ,effective Contact and emotional intelligence , nonverbal Contact skills , body language / kinetic , personal area use / proxemia and place use , touch by communication / haptic , eye theme and croxemia , eye theme and croxemia |
| **Weeks** | **Topics** |
| 1 | Communication concept and Process |
| 2 | Effective Communication concept and Process |
| 3 | Effective your contact in front of Obstacles |
| 4 | Listening skill |
| 5 | Empathy skill and empathetic Communication |
| 6 | all and Social Effects |
| 7 | Persuasion compelling Communication |
| 8 | Effective Communication and Emotional Intelligence |
| 9 | Tacit Communication skills |
| 10 | Body Language / Kinetic |
| 11 | Personal Space Use / Proxemia and Place Use of |
| 12 | Do not touch By Communication / Haptic |
| 13 | Eyelash contact and croxemia |
| 14 | Social in life Behaviour Rules , Etiquette and Kindness |

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| --- |
| **General Competencies** |
| from students this your lesson mother their subjects their understanding and fields with in applications their use expected . |
| **resources** |
| Effective Communication Skills , Istanbul University Open And Afar Education Faculty , Partner lesson Section Authors Sezer N. *(1st,2nd,3rd,4th,5th,8th,9th,10th,11th,12th,13th and 14th Chapters )* Karadoğan Doruk SE *( Part 6 and 7 )*  |
| **Evaluation System** |
| It is stated in the syllabus at the beginning of the semester. |

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| --- | --- |
|  | **WITH PROGRAM LEARNING OUTCOMES****COURSE LEARNING OUTCOMES RELATIONSHIP TABLE** |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** | **PO11** | **PO12** |
| **LO1** |  |  | 1 | 1 |  |  | 3 |  |  |  |  | 3 |
| **LO2** |  |  | 1 | 3 |  |  | 3 |  |  |  |  | 3 |
| **LO3** |  |  | 3 | 1 |  |  | 3 |  |  |  |  | 3 |
|  | **LO: Learning Outputs OP: Program Outputs** |
| **Contribution level** | **1 lot Low** | **2 Low** | **3 Medium** | **4 High** | **5 A lot High** |

Relation of Program Outcomes and Related Course

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **lesson** | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** | **PO11** | **PO12** |
| Effective Communication skills |  |  | 2 | 2 |  |  | 3 |  |  |  |  | 3 |

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