



UNIVERSITY OF KYRENIA
FOUNDATION ENGLISH PROGRAMME
COURSE SYLLABUS

Course name: General English							
Code	Year	Semester	Credit	ECTS Credit	Course application, Hour/Week		
					Theoretical	Application	Laboratory
ENG 115	2020-2021	Fall	6	8	6 hrs / a week 84 hrs / total		
Number of students: 8							
Course type: Compulsory				Prerequisite: N/A		Language: English	
% Contribution to the Professional Fundamental Component						General Education	
						X	
Course Venue and Time				Monday 09.30 - 12.20 online Friday 09.30 - 12.20 online			
Instructor Information				Fatos Aksac - Instructor			
Contact Details				fatos.aksac@kyrenia.edu.tr			

Course Description	This course aims at A1 level in English, as outlined by the Common European Framework of Reference (CEFR). The course content includes reading, writing, listening and speaking components.
Course Aims and Objectives	<p>This course aims to teach students to understand and use simple vocabulary, sentences, expressions, and basic phrases, introduce themselves, ask and answer questions about personal details and daily needs; read and understand simple information and texts; and complete forms and write short texts related to personal information.</p> <p>It also aims to teach students to understand and communicate in familiar situations; manage most situations related to living and travelling, to describe or express their opinion on topics of personal interest such as experiences, events, hopes and ambitions, and express opinions, reasons, and plans; read and understand information on familiar topics and write simple letters and text on familiar matter.</p>
Course Learning Outcomes	<p>By the end of the course, students will be able to</p> <ul style="list-style-type: none"> • to understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type • to introduce him/herself and others and can ask and answer questions about personal details such as where he/she lives, people he/she knows and things he/she has • to interact in a simple way provided the other person talks slowly and clearly and is prepared to help • to understand and use simple vocabulary, sentences, expressions, and basic phrases • to introduce themselves, ask and answer questions about personal details and daily needs – such as where they live, family information, shopping, eating, the local area, entertainment, and working • to read and understand simple information and texts • to able to complete forms and write short texts related to personal information

Content of the Course

week	date	unit	grammar	vocabulary	writing
1.	05.10.2020-09.10.2020	Beginner 1 & 2	to be subject pronouns wh-questions Grammar Bank 1 & 2 Revise and Check 1&2 Practical English	Voc. Bank Numbers Countries & Nationalities The classroom	
2.	12.10.2020 – 16.10.2020	Beginner 1 & 2	to be subject pronouns wh-questions Grammar Bank 1 & 2 Revise and Check 1&2 Practical English	Voc. Bank Numbers Countries & Nationalities The classroom	Writing Bank 1 A Form
3.	19.10.2020- 23.10.2020	Beginner 3& 4	singular & plural nouns a & an this, that, these & those possessive adjectives possessive 's adjectives Grammar Bank 3 & 4 Revise and Check 3 & 4 Practical English	Voc. Bank Small things People and family Adjectives	
4.	26.10.2020- 30.10.2020	Beginner 3& 4	singular & plural nouns a & an this, that, these & those possessive adjectives possessive 's adjectives Grammar Bank 3 & 4 Revise and Check 3 & 4 Practical English	Voc. Bank Small things People and family Adjectives	Writing Bank 2 A Post About A Photo
5.	02.11.2020- 06.11.2020	Beginner 5 & 6	present simple adverbs of frequency Grammar Bank 5 Practical English	Voc. Bank Food and drink Common verb phrases 1 Jobs and places of work A typical day	
6.	09.11.2020- 13.11.2020	Beginner 5 & 6	present simple adverbs of frequency Grammar Bank 5 Practical English	Voc. Bank Food and drink Common verb phrases 1 Jobs and places of work A typical day	Writing Bank 3 A Comment Post
7.	16.11.2020- 20.11.2020	Beginner 5 & 6	present simple adverbs of frequency Grammar Bank 5 Practical English	Voc. Bank Food and drink Common verb phrases 1 Jobs and places of work A typical day	
8.	23.11.2020- 27.11.2020	Beginner 6 & 7	present simple word order in questions imperatives object pronouns	Voc. Bank Common Verb Phrases 2 – Free time Months and ordinal	

			Grammar Bank 6 & 7 Revise and Check 5 & 6 Practical English	numbers	
9.	30.11.2020- 04.12.2020	MID-TERM			
10.	07.12.2020- 11.12.2020	Beginner 8 & 9	can & can't like, love, hate present continuous present simple & continuous Grammar Bank 8 & 9 Revise and Check 7 & 8 Practical English	Voc. Bank Activities Common Verb Phrases 2 - Travelling Clothes	Writing Bank 4 An Email
11.	14.12.2020- 18.12.2020	Beginner 8 & 9	can & can't like, love, hate present continuous present simple & continuous Grammar Bank 8 & 9 Revise and Check 7 & 8 Practical English	Voc. Bank Activities Common Verb Phrases 2 - Travelling Clothes	
12.	21.12.2020- 25.12.2020	Beginner 10 & 11	there is & are past simple – to be past simple – all verbs Grammar Bank 10 Revise and Check 9 & 10 Practical English	Voc. Bank Hotels	
13.	28.12.2020- 30.12.2020	Beginner 10 & 11	there is & are past simple – to be past simple – all verbs Grammar Bank 10 Revise and Check 9 & 10 Practical English	Voc. Bank Hotels	
14.	04.01.2021- 08.01.2021	Beginner 11 & 12	past simple – all Grammar Bank 11 & 12 Revise and Check 11&12 Practical English	regular & irregular verbs	Writing Bank 5 A Blog Post B.C.
15.	11.01.2021- 20.01.2020	FINAL			

Sources

1. Latham-Koenig, Christina, et al. *English File Beginner* (Oxford: Oxford University Press, 2018)
2. <https://learnenglishteens.britishcouncil.org/>

Evaluation System		
Semester Requirements	Number	Percentage of Grade
Mid-term Exam	1	10%
Final Exam	1	20%
Quizzes	4	20%
Writing Assignments	4	20%
Presentation	1	10%
Oral Exam	2	10%
Project	1	10%

Grading Policy	Percentage	Course Grade	Coefficient
	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
Course Requirments and Policies:			

Course Outcomes Matrix

Program Çıktı Matrisi					
Program Çıktıları (Ortak)		*Katkı Seviyesi			
		0	1	2	3
1.	Temel ve mesleki İngilizce bilgisi ile mesleğinde İngilizceyi etkin olarak kullanabilme becerisi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x <input type="checkbox"/>
2.	Temel uçuş, hava aracı ve meteoroloji bilgisi ile hava olaylarını anlayabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Temel havacılık terminolojisini ve havacılıkta kullanılan ortak lisanı kullanabilme becerisi	<input type="checkbox"/>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Bilgi ve iletişim teknolojisi araçları ile diğer mesleki araçları ve teknikleri kullanabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Hava taşımacılığı organizasyonları ve sorumluluklarını bilerek havacılık işletme süreçlerini anlayabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Hava hukuku, havacılık emniyeti/güvenliği konularında temel bilgiye sahip ve karşılaştığı olaylarda temel seviyede doğru yorum yapabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Havacılıkta tehlikeli madde taşıma kurallarını bilerek uygun müdahaleyi yapabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Çıktıları (Sivil Havacılık Kabin Hizmetleri)					
8.	Diksiyon, anons tekniklerini kullanabilme ve etkin iletişim kurabilme becerisi	<input type="checkbox"/>	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Genel görünüm ve kişisel bakımın önemini kavrayarak, nezaket ve görgü kuralları çerçevesinde yolcu servis sunumunu gerçekleştirebilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Havacılıkta ve özellikle kabinde doğru ilk yardımı etkin bir şekilde uygulayabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Kabin ekibi üyesinin görev/sorumlulukları kapsamında standart operasyon usulleri, normal ve acil emniyet usullerini uygulayabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Kabin ekibi üyesinin görev/sorumlulukları kapsamında müşteri ile doğru ilişki kurabilme ve bu ilişkiyi yönetebilme becerisi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Ekip planlaması ve kaynak yönetimi hakkında bilgili ve gerektiğinde bu faaliyetlere müdahil olabilme ve yürütebilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Dünya coğrafyası ve kültürleri konusunda temel bilgisi ile farklı kültür ve inançlardan dolayı oluşabilecek değişik talep ve yaklaşımlara, emniyet/güvenlik çerçevesinde anlayışla yaklaşabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Çıktıları (Sivil Havacılık Ulaştırma İşletmeciliği)					
15.	Ramp emniyeti ve apron kurallarını bilerek görev ve sorumluluk alanına uygun iş yapabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.	Havaalanındaki yolcu hizmetlerine vakıf ve uygulama becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

17.	Yer hizmetleri, departmanları ve ekipmanları hakkında sahip olduğu bilgi ile havaalanındaki yük kontrolünü ve gerekli haberleşmeyi yapabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18.	Terminal hizmetleri ve işletmeciliği konusunda sahip olduğu genel bilgi ile karşılaştığı sorunlara karşı pratik çözüm bulabilme ve doğru karar verebilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19.	Kargo, paketlenme, etiketleme ve yükleme kurallarını bilerek gerekli uygulamaları yapabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20.	Havacılıkta yürütülen uçuş operasyonları hakkında temel bilgiye sahip ve bu operasyonların önemini/etkilerini anlayabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21.	Havayolu işletmeciliği hakkında temel bilgiye sahip ve bu kapsamda kendisinden beklenen görev ve sorumlulukları anlayabilme becerisi	x <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*0: Katkı Yok 1: Az Katkı 2: Kısmi Katkı 3: Tam Katkı					

ECTS / WORKLOAD TABLE			
Activities	Number	Duration (Hours)	Total Workload
Preparation for lectures	14	2	28
Lectures	14	6	84
Midterm exam	1	1	1
Preparation for midterm exam	1	6	6
Final exam	1	2	2
Preparation for final exam	1	8	8
Presentation(s)	2	1	2
Preparation for presentation(s)	2	5	10
Research for project(s)/Essay(s)	6	5	30
Project writing	1	3	3
Group work			0
Laboratory			0
Quiz(es)	2	1	2
Preparation for quiz(es)	2	3	6
Pre-lesson task(s)	14	1	14
Assignment(s)/Homework	14	1	14
Micro-teaching sessions			0
Lesson planning			0
Materials adaptation			0
Material development			0
Draft preparation			0
Drawing			0
Essay writing	5	4	20
Tutorial(s)	5	2	10

Portfolio preparation			0
Portfolio presentation			0
		Total Workload	240/30=8