

**ANTALYA BİLİM UNIVERSITY SCHOOL OF
FOREIGN LANGUAGES PREPARATORY CLASS**

Syllabus

Course	A2 Level
Credits	None
Instructor	A2 Level Teachers
Level Coordinator	Burak CANDAN (burak.candan@antalya.edu.tr) - Office 206
Term	Spring Semester
Prerequisite	Completion of A1 Level Successfully
Co-requisite	None
Course Hours & Class	09:00-15:00 / 09:30-15:30 – Gulluk Campus

CONTACT

The email addresses and office numbers of the relevant level instructors are shared with students by the main class instructors on the first day of the semester. The Microsoft Teams classes are also created by the main class instructors.

Other Information	Announcements will be made in class, via e-mail, and Microsoft Teams.
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COURSE INFORMATION

Course Description	This 8-week course is designed to help students improve their basic English skills and become more confident in everyday communication. Through practical tasks and familiar topics, students will develop their abilities in reading, writing, listening, and speaking. By the end of the module, students will be able to understand short texts and conversations, talk about daily routines and past experiences, express simple opinions, and write short, organized paragraphs. The course also focuses on useful vocabulary and the correct use of basic grammar. Students who successfully complete A2 Level will move on to the B1 level.
Course Objectives	<p>Reading: By the end of the module, learners will be able to:</p> <ul style="list-style-type: none"> •Identify the general meaning and supporting details from the texts, including some on less familiar topics (e.g., environment, communication, art). •Recognize pronoun references (e.g., he, she, it, this) and basic cohesive devices (e.g., because, but). •Skim texts to identify the main ideas. •Scan for specific details or keywords to answer detailed comprehension questions. •Interpret the meaning of unfamiliar words or phrases using contextual clues and surrounding text. <p>Listening: By the end of the module, learners will be able to:</p> <ul style="list-style-type: none"> •Recognize the main ideas and key information in conversations on less familiar topics.

	<ul style="list-style-type: none"> •Identify key phrases and commonly used expressions in audio contexts. •Locate specific details or keywords in structured audio recordings. <p>Writing: By the end of the module, learners will be able to:</p> <ul style="list-style-type: none"> •Use basic sentence structures with reasonable grammatical accuracy, even though some errors may still occur. •Link simple sentences with connectors like and, but, because. •Express opinions and describe experiences using simple vocabulary. •Plan and organize information logically in simple written texts. •Write short, simple, connected paragraphs (see Writing Specifications for word count) on familiar topics (e.g., a successful person or past events). •Write an opinion paragraph clearly expressing their point of view on a familiar topic, supported by three simple reasons and examples. <p>Speaking: By the end of the module, learners will be able to:</p> <ul style="list-style-type: none"> •Use basic sentence structures and vocabulary to speak fluently enough to be understood, despite some hesitation or occasional errors. •Express simple viewpoints and give brief supporting reasons or examples using everyday language. •Explain ideas related to familiar topics using simple language, with generally accurate pronunciation. •Respond to familiar prompts by delivering short, clear spoken monologues about personal experiences, opinions, or preferences.
Required Texts & Materials	<p>Students are expected to use skills-based coursebooks, a level-specific booklet prepared by the academic team, and supplementary materials. These supplementary materials will be shared regularly via Microsoft Teams. All resources are necessary for full participation in class activities, skill development, and completing assignments. Students are responsible for checking Microsoft Teams frequently to access updates and additional materials.</p>

Assessment Methods and Percentages	<p>Final Exam 45% - Reading & Listening & Speaking & Grammar& Vocab & Timed Writing</p> <p>Midterm Exam 35% - Reading & Listening & Speaking & Grammar & Vocab & Timed Writing</p> <p>Writing Process 10% - Timed Writing 5% / Process Writing 5%</p> <p>Assignments 5% - Projects 5%</p> <p>Homework&Participation 5% - See the criteria</p> <p>In addition to these percentages, students are also evaluated on their out-of-class assignments submitted through the LMS.</p>
Make-up Exams	<p>No makeup exam will be given unless the student,</p> <ul style="list-style-type: none">• provides a medical report (received from a fully equipped hospital) that proves his/her incapacity to attend the exam for a minimum of 3 consecutive days• provides the death certificate of a relative who is 3rd degree at most• proves to be in custody for the time of the exam• proves to be officially assigned by the university or other governmental bodies• A makeup exam for the midterm and the writing exam is granted if a student provides a legitimate document to the faculty secretary. Only after the faculty administration approves the document can the student have a makeup exam. Students will be informed of the midterm and the writing exam date and time. <p>For further information, please refer to the makeup exam legislation (In Turkish)</p> <p>https://admin.antalya.edu.tr/files/418/_Y-Y_-0013_-Mazeret_S_nav_Yonergesi_-13_12_2017.pdf</p>

Declaration of Grades	Declaration of grades will be made via the university system https://ubs.antalya.edu.tr/
Class Attendance	To successfully complete the A2 level, students must attend at least 80% of the classes and achieve a minimum of 70% success in the exams. Students who fail to meet the 80% attendance requirement—whether excused or unexcused—are not allowed to take the Final exam of the level and must repeat the same module/level. Students who fail due to attendance may continue attending classes until the end of the module if they wish; however, they are not permitted to take the Final exam. Students who arrive late to class are marked absent regardless of how late they are. Students can check their absenteeism daily via the UBS system.
Grading Policy	Students are required to achieve an average score of at least 70% across all assessments in order to pass the course.

Late Assignments	Late submissions are not accepted.
Class Citizenship	<ul style="list-style-type: none"> Students' behavior should not interfere with or disrupt class activities. Therefore, students are expected to arrive at class on time and stay for the entire class period. Late arrivals and exits are disrespectful and distracting and lead to attendance failure. Students are expected to attend and <i>professionally</i> complete all in-class assignments, tasks, projects, and presentations on the specified dates. It is important that students are respectful towards instructors and fellow classmates (That includes verbal and physical behavior as well as the language used in e-mail and phone messages). Hate speech, racist comments, and discrimination activities are NOT permitted and are punished according to ABU's rules.
Academic Honesty and Plagiarism	Plagiarism is intellectual theft and is by no means tolerated by the university. It is the use of somebody else's ideas, viewpoints, findings, or works in a paper, project, report, or any similar document which is presented as part of a course requirement without proper acknowledgment of the source. Violations of scholastic honesty include, but are not limited to cheating, plagiarizing, fabricating information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. Any form of scholastic dishonesty is a serious academic violation and will result in receiving a grade of "0" for a particular task or an exam and disciplinary action will be taken.

Syllabus Policies and Procedures	Please see the detailed course schedule at the end of this syllabus. The plan below is tentative and subject to change. The syllabus is shared via Microsoft Teams and posted on the noticeboard by the main class instructors. If a student misses class, the student is still responsible for these changes.				
Communication	Via e-mail or Microsoft Teams				
Weekly Timetable	Monday	Tuesday	Wednesday	Thursday	Friday
	09:30-10:15	09:30-10:15	09:30-10:15	09:30-10:15	09:30-10:15
	10.30-11:15	10.30-11:15	10.30-11:15	10.30-11:15	10.30-11:15
	11:30-12:15	11:30-12:15	11:30-12:15	11:30-12:15	11:30-12:15
	13:45-14:30	13:45-14:30	13:45-14:30	12:30-13:15	
	14:45-15:30	14:45-15:30	14:45-15:30		
	Monday	Tuesday	Wednesday	Thursday	Friday
	09:00-09:45	09:00-09:45	09:00-09:45	09:00-09:45	09:00-09:45
	10.00-10:45	10.00-10:45	10.00-10:45	10.00-10:45	10.00-10:45
	11:00-11:45	11:00-11:45	11:00-11:45	11:00-11:45	11:00-11:45
	13:15-14:00	13:15-14:00	13:15-14:00	12:00-12:45	
	14:15-15:00	14:15-15:00	14:15-15:00		
	*Each module, students will be informed about which timetable they will follow.				

TENTATIVE WEEKLY PLAN*	
WEEK	TOPIC
Week 1	Reading: Unit 1- Life in A Day Listening & Speaking: Unit 1- Exploring Work Writing: Unit 1 - Successful Person
Week 2	Reading: Unit 2- Keep Going! Listening & Speaking: Unit 2- Good Times, Good Feelings Writing: Unit 2 – Past Experiences
Week 3	Reading: Unit 3- Why We Buy Listening & Speaking: Unit 3- The Marketing Machine Writing: Unit 3 – Past Experiences (Extended)

Week 4	Reading: Unit 4- Green Living Listening & Speaking: Unit 4- Wild Weather Writing: Unit 4– Revision
Week 5	Reading: Unit 5- Food Journeys Listening & Speaking: Unit 5- Food on the Move Writing: Unit 5 – Opinion Paragraph
Week 6	Reading: Unit 6- Future Living Listening & Speaking: Unit 6- Housing for Future Writing: Unit 5 – Opinion Paragraph
Week 7	Reading: Unit 10- The Power of Images Listening & Speaking: Unit 10- How We Communicate Writing: Unit 6 – Opinion Paragraph (Extended)
Week 8	Reading: Unit 8- Music with a Message Listening & Speaking: Unit 8- Learn to Love Art Writing: Unit 6 – Opinion Paragraph (Extended)

() The plan above is tentative and subject to change at the discretion of the instructor.
All changes will be announced in class or via university e-mail.*