

Course Code	Course Name	Year/Semester	Theory	Practice	Credits	ECTS
ACE 103	ENGLISH PRESENTATION SKILLS	2024-2025/FALL	3	0	3	3

**Level of Course:** Undergraduate

**Course Type:** Core Course

**Language of** English

**Instruction:** ACE 103.1 (Monday 01:30 p.m. – 04:20 p.m.)

**Course Time:** ACE 103.2 (Tuesday 09:00 a.m. – 11:50 a.m.)

ACE 103.3 (Wednesday 09:00 a.m. – 11:50 a.m.)

**Office Hours:** -

**Course classroom:** ACE 103 Section 1: Room BB-34, Section 2: Room A1-03, Section 3: Room BB-24

**Mode of Delivery:** Interactive Teaching, Presentation

**Prerequisites and** None

**Co-requisites:** None

**Course Coordinator:** Lec. Erkan TEPE

**Name of Lecturer(s):**

**Course Teaching**

**Assistant:**

**Course Objectives:** The course aims to equip students with the basic vocabulary, concepts and language in the field of Interior Architecture to improve their use of English language both in written and spoken forms to help them carry out their undergraduate studies.

**Course Description:** This course is designed to help students improve their presentation skills and field-specific English language skills by immersing them in the four key language components: reading, listening, speaking and writing.

**Learning Outcomes:** Upon successful completion of the course, students will be able to:

- Demonstrate an active command of field-specific terms, concepts and language structures both in written and spoken discourse
- Develop speech conventions commonly used in English by producing short conversations & discussions.
- Develop field-specific presentation skills focusing on meaningful content, organization and engaging delivery
- Demonstrate comprehension of reading texts and lectures by analyzing the gist and details.
- Use functional, fluent, clear and accurate language to express ideas, describe, explain, negotiate and persuade both in spoken and written forms

**Language:**

The classes and discussions will be in English. Developing your verbal language skills will be very important in acquiring the disciplinary terminology as well as daily communication at the class.

**Text Books:** Visual, textual and audio materials and handouts will be selected by the course instructor in cooperation with the School of Foreign Languages. This course does not require students to buy a course book.

**Recommended  
Text Books:**

**For the Terminology:**

**Planned Learning  
Activities and Teaching  
Method:**

**Learning/Teaching Method:** The expected learning outcomes for the course will be assessed through weekly assignments, presentations, and Midterm and Final exams

**Assignments:** Students are required to participate in face to face classes and asynchronous activities individually or in groups throughout the semester.

#### **Rules & Regulations of Speaking Tasks and Presentations**

- Prior to performing speaking tasks and presentations, students will be given opportunities to practice and rehearse them in the class. They will be given feedback about their performance (accuracy, fluency, content, delivery, clarity etc.) during the rehearsal and they will be expected to pay attention to the feedback received and make the necessary changes if there is any. Students' active participation and being open to receiving feedback will be assessed.
- All students are to leave their electronic devices (mobile phones, smart watches, iPads, USB flash disks, MP3 players and the similar) on a desk as specified by the lecturer. The possession and/or use of any such device during the speaking tasks and presentations will not be allowed.
- Personal belongings such as course books, notes, coats, bags and the similar are also to be left on a space specified by the lecturer.
- The lecturer reserves the right to change a student's place and time of the speaking tasks and presentations.
- Presentation start and finish time will be announced in advance and the students will be notified if the time limit is violated during the presentation. Time and duration might be subject to change depending on the requirements of the speaking tasks and presentations.
- Those who are absent on the days of the speaking tasks and presentations will not be given a second chance unless they have a legitimate document.
- Unless there is an emergency case, students will not be allowed to leave the room/online platform before the presentations or speaking tasks finish.

**Class Participation:** Regular attendance of all enrolled classes is expected. Do not be late to the class. Attendance will be taken through your signature within the first quarter of the class; if you come later you will be considered absent. At the end of the Semester, your attendance will be reported on UBS system. Attendance is compulsory and in case of absenteeism of more than 30%, the system will automatically grade you “FX”. If you miss a class, it is your responsibility to ‘make up’ all work, including items discussed in class. Class contribution will be measured in terms of quality not quantity. If you need to leave early for whatever reason, you should exercise politeness and notify your professor at the commencement of the session.

**Academic integrity & plagiarism:** Academic integrity is the pursuit of scholarly activity based on the values of: honesty, trust, fairness, respect and responsibility. Practicing academic integrity means never plagiarizing or cheating, never misrepresenting yourself, never falsifying information, never deceiving or compromising the work of others. Basically this means, either intentionally or unintentionally, using the words or ideas of someone else without giving credit, it’s strictly forbidden.

**Course Text books:** There is no specific textbook for this course.

**Key Works:** In this course lectures and assignments mainly focuses on improving 4 language skills (Listening, Speaking, Reading, Writing) and presentation skills.

**Specific Rules:**

1. Be punctual. Punctuality is a sign of respect toward yourself and the others.
2. Show respect for all the people and property around you.
3. Be responsible for your actions and meet all expectations.
4. Follow directions the first time they are given.
5. Students should use the Internet at school for academic purposes only.
6. It is forbidden to record classes with any type of device.

**Communication:** Students are encouraged to visit the professor during their Online Office Hours. If you cannot make it to announced office hours, please make individual arrangements via e-mail. However, do not expect the professor and the research assistant to respond at length via e-mail to questions of content, definition of terms, grading questions etc. If you have a question that requires a substantive response please set up an appointment to speak with one of us.

Date	Week	Chapter Topic	Take-home exercise
23-27 Sep.	1	Introduction to the Course & the Field of Interior Architecture Course Components & Course Content Requirements and Assessment Ice-breaking activities.	
30 Sep.- 04. Oct.	2	Elements and Principles of Interior Design Analyzing some designs based on the elements and principles	Analysis of 2 designs based on the elements and principles



**Course Contents\*:  
(Weekly Lecture Plan)**

07-11 Oct.	3	<b>Pioneers of Architecture</b> <b>Reading the gist and the details</b> <b>Vocabulary study related to the field</b>	Preparing a short speech about one of the favorite architects (Biography and Masterpieces)
14-18 Oct.	4	<b>Fundamentals of Architecture</b> <b>Analysis of some masterpieces based on the fundamental concepts</b> <b>Group presentations</b>	The Power of Architecture (TED Talk)
21-25 Oct.	5	<b>Importance of Architecture on people's lives (Discussion &amp; Debate)</b> <b>Making a speech about the importance of thoughtful design (2 minutes)</b>	Reading Text: Soaring to the Top: The Burj Khalifa
28 Oct. 01 Nov.	6	<b>Reading and Writing a descriptive text</b> <b>Descriptive language and vocabulary</b> <b>Passive and Active Voice</b>	Writing an architecture review of a building using descriptive language and vocabulary
04-08 Nov.	7	<b>Rising of Boring Architecture (TED Talk)</b> <b>Impact of Architecture on people's emotions and health</b> <b>Discussion: How can buildings be improved to enhance emotional connection and well-being?</b>	Revision for the Midterm
11-15 Nov.	8	<b>MIDTERM (Written Exam)</b>	
18-22 Nov.	9	<b>Form vs. Function: The Design Debate</b> <b>Analysis of some masterpieces</b> <b>Group Presentations</b>	Darwinian Theory of Beauty (TED Talk)
25-29 Nov.	10	<b>Building Types and Building Elements</b> <b>Vocabulary study related to the field</b> <b>Group Presentations</b>	Reading Text: Material Matters: Exploring Building Essentials
02-06 Dec.	11	<b>Building Materials</b> <b>Advantages and Disadvantages of some of the Building Materials</b>	Reading Text: Designing Functional Spaces

09-13 Dec.	12	<b>Designing Functional Space Client &amp; Architect Dialogue Role Play: Client &amp; Architect</b>	Reading Text: Properties of Building Materials & Made to Measure
16-20 Dec.	13	<b>Properties of Building Materials Vocabulary study related to the field Reading text: Made to Measure</b>	Assignment: Design your favorite home. Describe the layout, the materials you will use and the rationale of the design.
23-27 Dec.	14	<b>Presentation of the favorite home. Answering the questions related to the design. Justifying design choices</b>	Make the necessary changes (if there is any) based on the feedback received by the audience.
30 Dec.- 03 January	15	<b>General Revision</b>	Revision for the Final
<b>FINAL EXAM</b>			

\* **PLEASE NOTE:** Details of the syllabus and course schedule are subject to minor changes that will be announced in class.

**Grading:** Presentations will be evaluated for content, accuracy, clarity, and delivery.

**Assessment Methods and Criteria :**

METHODS	EFFECTS ON GRADING
Homework & Participation	10%
Presentations	30%
Midterm	20%
Final	40%

**ECTS Workload Table :**

ACTIVITIES	NUMBER	HOUR	WORKLOAD
Lecture	14	3	42
Self-Study before classes	9	1	9
Self-Study after classes	5	1	5
Weekly Assignments	9	1	9
Midterm Preparation	5	1	5
Final Preparation	5	1	5
<b>Total workload/25</b>			<b>75/25</b>
<b>ECTS</b>			<b>3</b>



### GRADING AND EVALUATION

The students' progress will be evaluated throughout the semester.

#### Grade Scale:

GRADE	MARKS	VALUE	GRADE	MARKS	VALUE
A+			C+	60-64	2.40
A	95-100	4.00	C	55-59	2.20
A-	85-94	3.70	C-	50-54	1.70
B+	80-84	3.30	D+	45-49	1.30
B	75-79	3.00	D	40-44	1.00
B-	65-74	2.70	F	0-39	0.00