

Vocational School / Medical Documentation and Secretariat
2022 - 2023 Academic Year
COMMUNICATION
Syllabus

Course Description					
Name	Code	Semester	T+A Hour	Credit	ECTS
COMMUNICATION	TDS1124700	Fall Semester	2+0	2	2
Prerequisites Courses					
Recommended Elective Courses	Emotional intelligence skills				
Language of Instruction	Turkish				
Course Level	Short Cycle (Associate's Degree)				
Course Type	Elective				
Course Coordinator					
Name of Lecturer(s)	Lect. Emine AKBAŞ DEMİRKAN				
Assistant(s)					
Aim	To provide knowledge about basic communication terminology and improving communication skills.				
Course Content	This course contains; The importance of human and communication, Elements of communication, Types of communication, Egos in us, How to realize an effective communication, Effective communication techniques, Obstacles to communication, Obstacles to communication, Anxiety-stress-dealing ways, Assertive behaviour, Anger management, Communication in special cases, Communication in special cases, Communication in special cases.				
Course Learning Outcomes			Teaching Methods	Assessment Methods	
1.Explain basic terminology about communication			1, 2, 3	A	
2.Define himself/herself			1, 2	A	
3.Explain effective communication methods			1, 2	A	
Teaching Methods	1: Lecture, 2: Question - Answer, 3: Discussion				
Assessment Methods	A: Written Exam				
Lecture Schedule					
Sequence	Topics	Preliminary Preparation			
1	The importance of human and communication	Reading Lecture Notes			
2	Elements of communication	Reading Lecture Notes			
3	Types of communication	Reading Lecture Notes			
4	Egos in us	Reading Lecture Notes			
5	How to realize an effective communication	Reading Lecture Notes			
6	Effective communication techniques	Reading Lecture Notes			
7	Obstacles to communication	Reading Lecture Notes			
8	Obstacles to communication	Reading Lecture Notes			
9	Anxiety-stress-dealing ways	Reading Lecture Notes			
10	Assertive behaviour	Reading Lecture Notes			
11	Anger management	Reading Lecture Notes			
12	Communication in special cases	Reading Lecture Notes			
13	Communication in special cases	Reading Lecture Notes			
14	Communication in special cases	Reading Lecture Notes			
Evaluation Methods			Weight(%)		
Midterm Exam			40		
General Exam			60		

Resources
Powerpoint notes will be given to students.Okay A. Health Communication, Der Publications, Istanbul, 2012. Dökmen, Ü. (2004) "Communication Conflicts and Empathy Sistem, Sistem Publishing, 27th edition, Istanbul Cüceloğlu D. (2002)" Re-human to human ", Remzi offset publishing. Ankara Özcan A. (2006). Nurse Patient Relationship and Communication Terakye G (1998). Communication in nursing and patient-nurse relations Üstün B (2005). Teaching Communication Skills in Nursing