SU. THE GRADUATE SCHOOL OF MANAGEMENT - MBA
RECITATIONS SCHEDULE

PROFESSIONAL MBA COURSE RECITATIONS: Monday - Friday   9:00 a.m. -5:00 p.m.

EXECUTIVE MBA COURSE RECITATIONS:     Friday       6:00 p.m. - 9:00 p.m.
                                           Saturday     9:00 a.m. - 8:00 p.m.

1999-2000 SPRING SEMESTER PROFESSIONAL MBA - ENGLISH LANGUAGE COURSE
TOTAL: 3 hrs./ wk..

MONDAYS (5:00 - 6:30 p.m.)       THURSDAYS (5:00 - 6:30 p.m.)
1 1/2hrs. GROUP I EMINE GÜRELİ
1 1/2hrs. GROUP II ROBERT VAZZO

English Language Course Materials:

Sample Readings selected from MBA Course Materials
English-English Dictionary / College Thesaurus (Any dictionary / thesaurus available at University/ Higher - Education Level)

English Language Course Activities:
Reading & Thinking Skills - Scanning / skimming for all reading texts
                        - Detailed reading for course book reading texts
                        - Mind mapping for all reading texts
                        - Note taking for all reading texts
                        - Outlining / reporting for some reading texts
                        - Summary / report writing for some reading texts

Reading & Speaking - Case Studies / oral reports / class discussions
Listening Skills - Role plays / interviews
                  - Short presentations / class evaluations
Integrated Skills - Pair / Group-work for summary / report writing / company profiles
Technology - Survey/research / projects and presentations
             - Power point: Central Dale Carnegie Training & others
             - Topic-related web search
             - Use of audio-visual aids in presentations - OHP / VCR

Assessment & Evaluation:
30% Class participation - Involvement in Reading/ Writing/ Speaking/ Listening skills
40% Oral / Written Reports / Presentations throughout the semester
30% Final Assessment Presentations