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| SYLLABUS  Faculty of Law | | | | | | | | | | | | | |
| Course Code | | | **Course Title** | | | | | | **Credits** | | | ECTS Value | |
| ENG 407 | | | Legal Terminology | | | | | | (3-1-3) 4 | | | 5 | |
| Prerequisite Courses: | | | Professional English IV | | | | | | | | | | |
| Course Language: | | | English | | | **Course Delivery Mode:** | | | | Face to face, online | | | |
| Course Type and Level: | | | Compulsory/ Undergraduate 4th Year/ Fall Semester | | | | | | | | | | |
| Instructor's Title, Name, and Surname | | | | | | **Course Hours** | | | **Office Hours** | | | Contact | |
| Lecturer Özen Tekin | | | | | | Mon:10:00-10:40, 10:50-11:30, 11:40-12:20, 12:30-13:10,13:20-14:00,  14:10-14:50  Tues:10:50-12:20 | | | Wednesday (11.40-13.10) | | | ozentekin@cag.edu.tr | |
| Course Coordinator: | | | Lecturer Özen Tekin | | | | | | | | | | |
| Course Objectives | | | | | | | | | | | | | |
| Course Learning Outcomes | Upon successful completion of this course, the student will be able to; | | | | | | | | | Relations | | | |
| Program Outcomes | | | Net Contribution |
| 1 | | Develop and enhance adequate reading comprehension skills. | | | | | | | 9 | | | 4 |
| 2 | | Develop and enhance adequate listening skills. | | | | | | | 9,10 | | | 4,4 |
| 3 | | Develop and enhance adequate speaking skills. | | | | | | | 9 | | | 4 |
| 4 | | Build and solidify vocabulary foundation. | | | | | | | 10 | | | 4 |
| 5 | | Develop conversational and presentational skills. | | | | | | | 9,10 | | | 4,4 |
| 6 | | Recognizes legal terminology and sentence structures in Legal English. | | | | | | | 9,10 | | | 4,4 |
| 7 | | Identifies current legal issues. | | | | | | | 9 | | | 4 |
| Course Schedule (Weekly Plan) | | | | | | | | | | | | | |
| Week | | **Topic** | | | | | **Preparation** | | | | Teaching Methods and Techniques | | |
| 1 | | Introduction / Course Requirements | | | | | Reviewing the course syllabus and textbook | | | | Introduction – Question and Answer | | |
| 2 | | Memorandum | | | | | Text Book  Unit 5 | | | | Lecture, text review, analytical discussion | | |
| 3 | | Writing: Writing a short e-mail | | | | | Text Book  Unit 5 | | | | Brainstorming, writing exercises, discussion on format and content | | |
| 4 | | Text Analysis | | | | | Text Book  Unit 5 | | | | Critical reading, identification of key legal elements, group discussion | | |
| 5 | | Contracts:remedies | | | | | Text Book  Unit 6 | | | | Lecture, problem-solving activities, case discussion | | |
| 6 | | Text Analysis: Email of advice | | | | | Text Book  Unit 6 | | | | Analytical reading, examination of advice structure, paired discussion | | |
| 7 | | Writing: E mail of advice | | | | | Text Book  Unit 6 | | | | Brainstorming, drafting exercises, group feedback | | |
| 8 | | Midterm Exam | | | | |  | | | |  | | |
| 9 | | Midterm Exam | | | | |  | | | |  | | |
| 10 | | Key Terms | | | | | Text Book  Unit 6 | | | | Terminology exercises, contextual application, group discussion | | |
| 11 | | Contracts:assignment and third party rights | | | | | Text Book  Unit 7 | | | | Lecture, case study, scenario analysis | | |
| 12 | | Writing: Reply to a Demand Letter or Denying the Allegations Made | | | | | Text Book  Unit 7 | | | | Text analysis, writing practice, group discussion | | |
| 13 | | Language Focus | | | | | Text Book  Unit 7 | | | | |  | | --- | |  |  |  | | --- | | Grammar and terminology  exercises,  example sentence practice | | | |
| 14 | | Language Use: Passive Constructions, Giving Advice and Expressing Obligations | | | | | Text Book  Unit 7 | | | | Lecture, applied exercises, discussion | | |
| 15 | | Writing: A letter of Advice | | | | | Text Book  Unit 7 | | | | Brainstorming, writing practice, group feedback | | |
| 16 | | Revision | | | | | Worksheet | | | | General review | | |
| 17 | | Final Exam | | | | |  | | | |  | | |
| 18 | | Final Exam | | | | |  | | | |  | | |
| Course Resources | | | | | | | | | | | | | |
| Textbook: | | | | Lindner, A. K. (2015) *International Legal English*. In Houser, R. N. (Eds.), Cambridge University Press. ISBN 978-0-521-71899-8 | | | | | | | | | |
| Recommended References: | | | | www.cambridge.org | | | | | | | | | |
| Course Assessment and Evaluation | | | | | | | | | | | | | |
| Activities | | | | **Number** | **Percentile** | | | Notes | | | | | |
| Midterm Exam | | | | 1 | %40 | | |  | | | | | |
| Final | | | | 1 | %60 | | |  | | | | | |
| ECTS Table | | | | | | | | | | | | | |
| Content | | | | | **Number** | | | **Hours** | | | | Total | |
| Course Duration | | | | | **14** | | | **4** | | | | 42 | |
| Out-of-Class Study | | | | | **14** | | | **4** | | | | 42 | |
| Midterm Exam (Midterm Exam Duration + Midterm Exam Preparation) | | | | | **1** | | | **30** | | | | 30 | |
| Final Exam (Final Exam Duration + Final Exam Preparation) | | | | | **1** | | | **40** | | | | 40 | |
| Total: | | | | | | | | | | | | 154 | |
| Total / 30: | | | | | | | | | | | | 154/30 | |
| ECTS Credit: | | | | | | | | | | | | 5 | |