

Course Title :							
Code	Course Type	Regular Semester	Lecture (hours/week)	Seminar (hours/week)	Lab (hours/week)	Credits	ECTS
ELL 255	D	3	3	0	0	3.00	5
<b>Lecturer and Office Hours</b>			Katherine Lee Kyes, MA				
<b>Teaching Assistant and Office Hours</b>							
<b>Language</b>			English				
<b>Course Level</b>			Bachelor				
<b>Description</b>							
<b>Objectives</b>							
Course Outline							
Week	Topics						
<b>Prerequisites</b>							
<b>Textbook</b>			<ul style="list-style-type: none"> <li>Johnson,C.(2000). Market Leader - Banking and Finance. Longman</li> <li>Smith, T.(2000). Market leader - Business Law. Longman</li> </ul>				
<b>Other References</b>							
<b>Laboratory Work</b>							
<b>Computer Usage</b>							
<b>Other</b>							
Learning Outcomes and Competences							
Course Evaluation Methods							
In-term studies					Quantity	Percentage	
Midterms					1	20	
Quizzes					2	20	
Projects					0	0	
Term Projects					0	0	
Laboratory					0	0	
Attendance					1	10	
<b>Contribution of in-term studies to overall grade</b>						<b>50</b>	
<b>Contribution of final examination to overall grade</b>						<b>50</b>	
<b>Total</b>						<b>100</b>	
ECTS (Allocated Based on Student) Workload							
Activities				Quantity	Duration (hours)	Total Workload (hours)	
Course Duration (Including the exam week : 16 x Total course hours)				16	3	48	
Hours for off-the-classroom study (Pre-study, practice)				14	3	42	
Assignments				0	0	0	
Midterms				1	8	8	
Final examination				1	14	14	

Other	2	7	14
<b>Total Work Load</b>			<b>126</b>
<b>Total Work Load / 25 (hours)</b>			<b>5,04</b>
<b>ECTS</b>			<b>5</b>