

Not: bu ödev sadece dersi daha önce alıp başarısız olmuş, dolayısıyla devamdan muaf öğrenciler içindir. Başka amaçlarla kullanılamaz. Bu ödev grup olarak hazırlanacaktır ve sadece M8-M14 grupları tarafından kullanılacaktır.

MEM 213 Speaking and Reading in English

Group Presentation Assignment for MUAF Students (Groups M15 – M20)

Due IN CLASS on Monday, 29.12.2025

Please read ALL of this document carefully, before preparing your presentation.

Read the section titled “Habit 3: Put First Things First” from the book “The Seven Habits of Highly Effective People” by Stephen P. Covey (you can download a PDF copy at with the password mem2132024* and navigating to the **class materials** subfolder). Once you read it, prepare the deliverables mentioned below, focusing on the following points (**please note: be prepared to talk in detail about these points**):

1. What is Habit 3 all about?
2. Based on the information presented in the text, what can we say about the power of independent will, with respect to personal management?
3. What is the method of time management that the author proposes?
4. Think back to your own life. Have you ever applied the principles that this chapter talks about? If not, how do you think you could? What benefits do you think you could derive from doing this?

There are two deliverables you need to prepare for this assignment (**you need to complete BOTH by 25.12.2025 before your assignment can be considered complete; otherwise you will get ZERO points from this assignment**):

1. **PowerPoint Presentation** - Once you have completed preparing your presentation in PowerPoint, take a printout and submit it to the instructor on the day of your presentation.
2. **Group Spoken Presentation (AS A GROUP, IN PERSON, IN CLASS ON 25.12.2025)** –_The presentation should be no more than 15 minutes.

PLEASE NOTE: DO NOT use internet-based translation services like Google Translate. They will not give you meaningful translations in a lot of cases, and may even make your presentation more difficult to understand. Use

of such platforms qualifies as plagiarism and you will receive ZERO points from this assignment if you do use them.