



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Career Planing							
Course Code		KP111		Course Level		First Cycle (Bachelor's Degree)			
ECTS Credit	2	Workload	50 (Hours)	Theory	1	Practice	0	Laboratory	0
Objectives of the Course		Career Planning course enables students to recognize the business world, different sectors and the needs of these sectors; It aims to raise awareness among students about the importance of career planning in the process of preparing for the business world. The course enables students to discover their personal competencies and understand the expectations of the business world. It helps them develop their knowledge and skills in line with the requirements of the relevant sectors.							
Course Content		Courses will be organized for first year university students in the fall semester, for 15 weeks, with one course hour per week. Goal; students; Our aim is to help them to plan a career in line with their future goals by making them aware of their interests, personal characteristics and values.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Case Study, Individual Study					
Name of Lecturer(s)		Ins. Gülşah Şükran KALE YOLCU							

### Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Final Examination	1	100

### Recommended or Required Reading

1	Supporting books, journals, articles and online resources selected by the course lecturer.
2	Guides prepared by the Career Office.
3	Skill / competence valuation inventories.
4	Career events organized with the contribution of the Career Center (Career Fair, Seminars, Information Sessions, Mentoring, Meeting with Alumni, Sector Panels, Case Studies, Interview Simulations, etc.)
5	Sample videos, documentaries and films.
6	Interview simulation, case study / workshop etc. interactive activities.
7	Course content and instructor evaluation forms.

Week	Weekly Detailed Course Contents	
1	Theoretical	Your career journey has begun. The first stop is the career center
2	Theoretical	Do you know these? Intelligence and personality
3	Theoretical	Do you know these? Personal Characteristics
4	Theoretical	Key to making difference in career path: Skills
5	Theoretical	What is career?
6	Theoretical	How do I prepare for my career?
7	Theoretical	Sector Days - National non-governmental organizations
8	Theoretical	Sector Days - International non-governmental organizations
9	Theoretical	Sector Days - Public sector
10	Theoretical	Sector Days - Private sector
11	Theoretical	Sector Days – Academy
12	Theoretical	Sector Days – Entrepreneurship
13	Theoretical	Talent Gate: I'm writing my first resume
14	Theoretical	Resume and cover letter preparation and interview techniques
15	Theoretical	Course Evaluation
16	Final Exam	EXAM

### Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	15	2	1	45
Individual Work	1	1	1	2



Final Examination	1	2	1	3
Total Workload (Hours)				50
[Total Workload (Hours) / 25*] = ECTS				2
*25 hour workload is accepted as 1 ECTS				

### Learning Outcomes

1	Recognition of Career Center Activities: Ensuring that the student is aware of the services provided by the Career Center and establishing a connection between the Career Center and the student.
2	Increasing Self Awareness: Ensuring that the student becomes aware of his / her strengths and areas open to improvement and recognizes himself / herself in terms of his / her interests, competencies and skills.
3	Discovering Career Options: Ensuring that students get to know the sectors such as the public sector, private sector, academia, non-governmental organizations, comprehend the differences between the sectors and orient themselves to a career field suitable for their future plans. Students gain awareness of the expectations of the business world and the competencies it prioritizes
4	Developing Self-Expression and Effective Communication Skills: Raising awareness on the importance of developing fine talents in the career process. Understanding the importance of issues that affect communication such as body language, diction, addressing; developing correct and effective communication skills.
5	Understanding the Importance of Professional Relationship Networks: Understanding the importance of establishing mutually beneficial relationships that are necessary for the student to reach her career goals.
6	Recognition of Support Units: Providing information about university units (international relations / exchange office, etc.) and support services such as TÜBİTAK Scholarships, Mevlana program that can support the student's career.
7	Learning Effective Use of Resources: Learning the ways of reaching the right resources and using the resources effectively in the career process.

### Programme Outcomes (International Relations)

1	Students understand, evaluate and implement the basic concept and theories of the discipline of International Relations.
2	Students examine and follow up the political and social developments in the world. They understand and interpret current issues in the field of International Relations.
3	Students evaluate and explain international relations from an historical and legal perspective.
4	Students gain a general vision of international relations and political science. In that respect, they examine and analyze Turkey's place in world politics, its relationship with its neighbors and the world.
5	Students comprehend local, regional and national developments and establish links between them and global developments.
6	Students comprehend development processes, structures and functions of international political institutions and international / intergovernmental / regional organizations.
7	Students conduct research on academic and vocational subjects and interpret numerical and statistical data.
8	Students use basic computer programs and information technologies.
9	Students think analytical and critical and produce solutions within cases and problems.
10	Students follow up scientific studies on International Relations, published in Turkish and foreign languages and prepare and present articles, papers, theses and reports.
11	Students are open-minded and respectful for others' thoughts and acts. They become socialized well in a social environment. They can express their opinions and thoughts easily.
12	Students take various tasks as team leader or as a member within the teamwork and are inclined to both teams work and individual work.
13	Students gain professional knowledge and theoretical background, required by the public sector and the private sector.

### Contribution of Learning Outcomes to Programme Outcomes 1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High

	L1	L2	L3	L4	L5	L6	L7
P1	4	4	3	4	4	4	4
P2	4	5	4	4	5	5	5
P3	4	5	4	4	4	5	5
P4	4	5	5	2	4	5	5
P5	4	5	3	4	4	5	5
P6	4	5	4	4	2	5	5
P7	4	5	5	5	4	3	5
P8	5	5	5	5	5	5	5
P9	2	5	5	4	5	5	5
P10	4	5	4	4	4	3	4
P11	5	5	5	4	4	5	5
P12	4	5	5	4	4	5	5



P13	5	4	4	5	4	4	5
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