

COURSE RECORD

Code	CP100.BA
Name	Career Planning
Hour per week	1 (1 + 0)
Credit	1
ECTS	1
Level/Year	Undergraduate / 1
Semester	Spring
Type	Compulsory
Prerequisites	-
Description	This course aims to make it possible for students to be employed in suitable fields based on their education and skills while creating the creation of career awareness in the early period of higher education. Furthermore, it aims to raise awareness about the expectations and dynamics of business life and to enable help students to develop personal and professional skills. Career Planning provides information about different sectors, to develop students' skills, as well as to get to know the tools they can use.
Objectives	<p>Increasing awareness about the importance of career planning in the preparation process for the professional world.</p> <p>Discovering their competencies and to understand the expectations of the professional world correctly;</p> <p>Developing their knowledge and skills in line with the requirements of the relevant sectors.</p>
Learning Outcomes	<p><i>By the end of the course, the student will be able to</i></p> <p>L01. Explain career centre activities</p> <p>L02. Identify options for career development</p> <p>L03. Apply the necessary skills for effective communication</p> <p>L04. Argue the importance of professional relationship networks</p> <p>L05. Recognize the support units at the university</p> <p>L06. Identify the effective use of necessary resources for their career</p>

CONTRIBUTION TO PROGRAMME OUTCOMES*

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
L01		4	1		4			1	2	
L02	1	4	2		4				2	
L03		5	2		4				2	
L04		4	2		4				2	
L05	1	4	3		5			1	3	1
L06	1	5	3		5	3			2	1

* Contribution Level: 0: None, 1: Very Low, 2: Low, 3: Medium, 4: High, 5: Very High

COURSE CONTENT DETAILS

Topics	Outcomes
What is the Career?	L01, L02
What are the concepts of intelligence, personality, knowledge, skill, talent, and competence?	L03, L02
Basic Communication Skills, Diction and Body Language	L02
Soft Skills	L02
Effective Interview Techniques	L01, L04, L06
Resume and Cover Letter Preparation	L01, L04, L06

DERS BİLGİLERİ

Kodu	CP100.BA
İsmi	Kariyer Planlama
Haftalık Saati	1 (1 + 0)
Kredi	1
AKTS	1
Seviye/Yıl	Lisans / 1
Dönem	Bahar
Dersin Dili	İngilizce
Tip	Zorunlu
Ön Şart	Yok
İçerik	Bu ders, öğrencilerin yükseköğretimin erken döneminde kariyer bilincinin oluşturulmasını sağlarken, eğitim ve becerilerine göre uygun alanlarda istihdam edilmelerini sağlamayı amaçlamaktadır. Ayrıca, iş hayatının beklenti ve dinamikleri hakkında farkındalık yaratmayı, öğrencilerin kişisel ve mesleki becerilerini geliştirmelerine yardımcı olmayı amaçlamaktadır. Kariyer Planlama, öğrencilerin becerilerini geliştirmek ve kullanabilecekleri araçları tanımak için farklı sektörler hakkında bilgi sağlar.