

| Course Name | Code | Term | Theory (hours/week) | Practice (hours/week) | Laboratory (hours/week) | ECTS |
|--|--|----------------------|------------------------|--------------------------|----------------------------|------|
| Career Planning | SNK101 | 1. Semester / Autumn | 1 | 0 | 0 | 2 |
| Prerequisites | None | | | | | |
| Language of Instruction | Turkish | | | | | |
| Course Type | Compulsory | | | | | |
| Learning and teaching techniques of the course | Lecture, Debate, Group work, Individual work | | | | | |
| Instructor(s) of the course | | | | | | |
| Aim of the lesson | This aim of this course is to raise awareness in students about the importance of career planning in the process of a career plan by introducing them the business World, different sectors and the requirements of these sectors. | | | | | |
| Learning Outcomes | Students are able to; 1. Define the activities of a career centre. 2. Realize their strong aspects open to improvement. 3. Notice their career options. 4. Improve their ability of self-expression and communication. 5. Apprehend the importance of professional network 6. Know the units at university that provide support to their career. 7. Learn how to reach to the right sources and use them efficiently in the process of career development. | | | | | |
| References | 1. Altıntaş, E. ve Çamur, D. (2005). Beden Dili Sözsüz İletişim. Aktüel Yayınları: İstanbul 2. İletişim Çatışmaları ve Empati. (1994) Üstün DÖKMEN. Sistem Yayıncılık – İstanbul 3. Bach, S. and Grant, A. (2009).Communication and interpersonal skills for nurses (Transforming nursing practice). UK: Learning Matters Ltd. 4. Tutar, H.(2020). Kariyer Planlaması ve Yönetimi. Seçkin Yayınevi. 5. Harika iş harika kariyer / Arda Aydın ; Arda Aydın ; Arda Aydın | | | | | |

Course Outline Weekly:

| WEEKS | TOPICS |
|----------|---|
| 1. Week | Introduction to the course |
| 2. Week | What is career? |
| 3. Week | National and international ex-change programmes |
| 4. Week | Basic skills of communication |
| 5. Week | Sector days – non-governmental organizations |
| 6. Week | Soft skills |
| 7. Week | Sector days – public sector |
| 8. Week | MIDTERM |
| 9. Week | Diction and body language |
| 10. Week | Preparing a resume and a covering letter |
| 11. Week | Sector days – private sector |
| 12. Week | Effective interview |
| 13. Week | Sector days - academy |
| 14. Week | Sector days - entrepreneurship |
| 15. Week | AN OVERVIEW |

ECTS (Student Work-load Table)

| Activities | Number | Duration | Total Work Load |
|---|---------------------|----------|-----------------|
| Length of course | 14 | 1 | 14 |
| Laboratory | | | |
| Practice | | | |
| Field Study | | | |
| Study time outside of classroom (Free-study/Group work/Pre-study) | | | |
| Presentation (Video recording/Poster preparation/Focus Group Interview/Questionnaire/Observation and Writing reports) | | | |
| Seminar Preparation | | | |
| Project | | | |
| Case Study | | | |
| Role-play | | | |
| Writing articles-Make criticals | | | |
| Time to prepare for midterm exams | 1 | 1 | 1 |
| Time to prepare for final exam | 1 | 1 | 1 |
| Total Work Load (hour) / 25(h) | 16 / 25=0,68 | | |
| Course ECTS | 0 | | |

Evaluation System

| Workload within semester | Number | Contribution |
|---|--------|--------------|
| Midterm Exam | 1 | %30 |
| Quiz | | |
| Laboratory | | |
| Practice | 1 | %10 |
| Field Study | 1 | %10 |
| Course Internship (If there is) | 1 | %40 |
| Assignments | | |
| Presentations and Seminars | | |
| Projects | | |
| Other | | %10 |
| Total Semester Work Load | | %100 |
| End-of-year Work Load | | |
| Final Exam | 1 | %100 |
| Assignments | | |
| Practice | | |
| Laboratory | | |
| Total End-of-year Work Load | | %100 |
| Contribution of Semester Work Load on Grades | | %40 |
| Contribution of End-of-year Work Load on Grades | | %60 |
| Total | | 100 |

The Relationship Between Learning Outcomes And The Program Qualifications Of The Courses

This course is suitable for all programs within the Faculty of Health Sciences. Therefore, the level of contribution to program qualifications has not been specified.