Course Syllabus

Code - Course Title	**KÜL193 - Career Planning**
Course Type	I. SEMESTER
Laboratory + Practice	1+0
ECTS	**2.0**
Language of Instruction	Türkçe
Course Type	Required Courses
Course Instructor(s)	PROFESÖR YAŞAR USLU

Mode of Delivery	The mode of delivery of this course is face to face.
Place of Delivery	On Campus
Used Educational Platforms	Face-to-face
Prerequisites	There is no prerequisite or co-requisite for this course.
Courses Recomended	None
Recommended Resources	Compulsory Resources,CBİKO Talent Gate and YTNK TV Portal Content: Digital course videos, modules, and guide documents prepared by the Presidency Human Resources Office (ytnk.tv), (https://kariyerkapisi.gov.tr), (kariyerplanlama.gov.tr).University Career Center (ANAKARİYER): Career planning guides, brochures, and student handbooks prepared by the Anadolu University Career Center.
Work Placement	Nobe
Aims of the Course	• To ensure that students in their first year of university education develop career awareness;• To improve self-awareness skills by helping students recognize their personal talents, interests, intelligence, and personality traits;• To support the creation of strategic career plans by introducing the dynamics of the labor market (public sector, private sector, academia, entrepreneurship, and NGOs);• To increase employability levels through practical tools such as resume preparation, interview techniques, and digital networking management.

Course Syllabus

Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 1		The concept of career, career planning and its stages	
Week - 2		The concept of career, career planning and its stages	
Week - 3		individual career development, developing a career strategy	
Week - 4		Individual career development, developing a career strategy	
Week - 5		Career planning model, career choices in the related teaching areas	
Week - 6		career planning model, career choices in the related teaching areas	
Week - 7		Preparing a CV and CV types, CV format and examples, points to be careful in preparing a CV	

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Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 8		Preparing a CV and CV types, CV format and examples, points to be careful in preparing a CV	
Week - 9		Cover letters, introduction letters, job interview, its purposes, its methods and types	
Week - 10		Cover letters, introduction letters, job interview, its purposes, its methods and types	
Week - 11		preparing for the interview and stages of interview	
Week - 12		Preparing for the interview and stages of interview	
Week - 13		Things to experience during interviews: question types, body language-physical signs	
Week - 14		Things to experience during interviews: question types, body language-physical signs	

Learning Outcomes

#	Learning Outcome
1	Students will be able to analyze the concept of career, career planning and its stages
2	Students will be able to explore how to prepare a CV and CV types and will be able to prepare their own CVs
3	Students will be able to idetify how to get prepared for the interview and stages of interview
4	Students will be able to develop a career plan appropriate to them

Sustainable Development Goals

✓ End Poverty ✓ No more hunger ✓ Quality Education ✓ Decent Work and Economic Growth ✓ Reducing Inequalities ✓ Peace, Justice and Strong Institutions ✓ Partnerships for Purposes

Course Theme

✓ Entrepreneurship ✓ Society, Law and Communication ✓ Innovation Skills

AKTS Workload

Activity	Duration (Hour)	Count	Workload
Teorik Derse Katılım	1.00	14	14
Sınıf Dışı Çalışma (Ön Hazırlık & Pekiştirme Amaçlı)	1.00	14	14
Ödevler	4.00	1	4
Proje - Rapor - Sunum Hazırlama	0.00	0	0
Ara Sınav Hazırlığı (sınav süresi dahil)	8.00	1	8
Final Sınavı Hazırlığı (sınav süresi dahil)	10.00	1	10
Uygulama (Laboratuvar, Müzik/Enstrüman Uygulaması, Atölye/Saha Çalışması vb.)	0.00	0	0
Staj Uygulaması	0.00	0	0

AKTS Workload

Activity	Duration (Hour)	Count	Workload
		Calculated ECTS	**2.0**

Assessment Method and Passing Requirements

✓ Multiple Choice Test ✓ Concept Maps ✓ Presentation

Assessment Method and Passing Requirements	Quamtity	Percentage (%)
1.Midterm Exam	1	40
Final Exam	1	60
	Sum (%)	**100**