

İŞL443 - TRAINING COURSE/BACHELOR GRADUATION THESIS - İktisadi ve İdari Bilimler Fakültesi - İşletme Bölümü

General Info

Objectives of the Course

To provide opportunity for the students to test their knowledge of professional fields before they start their career; to make the students to transfer their theoretical knowledge to application, and to provide opportunity for the students to develop their capabilities in professional fields; to make the students to adapt to working environment after the academic one, and to increase their understanding of responsibility.

Course Contents

Traineeship offers opportunity for the students to transfer the theoretical knowledge acquired during the training program. So, it covers all kinds of work-related activity. Within the scope of this traineeship, the students have to work in any field covering the areas of business in 20 days of actual work. The work is reported in training file in detail. This training file is approved by the person in the work environment, and the approved file is delivered to the appropriate personnel to be evaluated and graded.

Recommended or Required Reading

Internship Documents, Internship Evaluation Form, Internship Logbook, and Internship Report

Planned Learning Activities and Teaching Methods

Students prepare a presentation that includes the practical knowledge they acquired during their internships. On the designated internship presentation date for each student, they present their presentations to their internship advisors. The internship will be evaluated through a question-and-answer session. The internship notebook and report preparation process will also be considered.

Recommended Optional Programme Components

During the first week of the semester, all students must go to the internship advisor's office to determine the internship presentation schedule.

Instructor's Assistants

No teaching assistant has been assigned to this course.

Presentation Of Course

Face-to-Face Instruction and Report Preparation

Dersi Veren Öğretim Elemanları

Prof. Dr. Korhan Karacaoğlu Prof. Dr. Suzan Çoban Prof. Dr. Şükran Güngör Tanç Dr. Öğr. Üyesi Buket Çatakoğlu Aydın Prof. Dr. Durdu Mehmet Bıçkes Prof. Dr. Ahmet Tanç Assoc. Prof. Dr. Ferda Üstün Dr. Öğr. Üyesi Seher Ulu Özperçin Assoc. Prof. Dr. Eda Köse Dr. Öğr. Üyesi Gökhan Seçme Assoc. Prof. Dr. Filiz Özşahin Koç Dr. Öğr. Üyesi Göknur Ersarı Taşkesen Dr. Öğr. Üyesi Ömer Serkan Güral Dr. Öğr. Üyesi Serkan Derici Prof. Dr. Hakan Vahit Erkutlu Assoc. Prof. Dr. Metin Kaplan Assoc. Prof. Dr. Aylin Alkaya Dr. Öğr. Üyesi Burcu Şimşek Yağlı Prof. Dr. Şevki Özgener

Program Outcomes

1. able to have information about the legal, professional and ethical framework related to the working field.
2. able to develop problem-solving ability related to the profession.
3. able to use the professional abilities in various fields related to the profession.
4. able to experience the theoretical knowledge on real world applicaitons

Order	PreparationInfo	Laboratory TeachingMethods	Theoretical Practise
1	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Guidance on Internship Report Preparation
2	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Information about the Internship Organization
3	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Information about the Internship Organization
4	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Information about the Internship Organization
5	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Reporting on the tasks performed and practices learned during the Internship under the supervision of the Internship Advisor
6	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Reporting on the tasks performed and practices learned during the Internship under the supervision of the Internship Advisor
7	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Reporting on the tasks performed and practices learned during the Internship under the supervision of the Internship Advisor
8	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Reporting on the tasks performed and practices learned during the Internship under the supervision of the Internship Advisor
9	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Reporting on the tasks performed and practices learned during the Internship under the supervision of the Internship Advisor
10	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Reporting on the tasks performed and practices learned during the Internship under the supervision of the Internship Advisor
11	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Reporting on the tasks performed and practices learned during the Internship under the supervision of the Internship Advisor
12	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Presenting Work Samples Learned During the Internship and Including Them as Appendices to the Internship Report
13	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Practical Application, Presentation, and Report Writing	Reporting on the Opportunities and Challenges Encountered During the Internship
14	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Report Writing	Reviewing the Internship Report Prepared by the Student and Providing Feedback
15	Student Internship Experiences, Internship Report Preparation Guide, and Guidance from the Internship Advisor	Report Writing	Completion and Submission of the Internship Report (Final)

Workload

Activities	Number	PLEASE SELECT TWO DISTINCT LANGUAGES
Rapor	1	135,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00
Uygulama / Pratik	0	0,00

Assesments

Activities	Weight (%)
Final	100,00

	P.O. 1	P.O. 2	P.O. 3	P.O. 4	P.O. 5	P.O. 6	P.O. 7	P.O. 8	P.O. 9	P.O. 10	P.O. 11
L.O. 1	3	2	3		3	1		2	3		
L.O. 2	5	5	4	2	5	3		2	4	3	
L.O. 3	5	5	4	2	5	4		2		2	
L.O. 4	5	5	2	2	4	4		2		3	2

Table :

- P.O. 1 :** Possessing and being able to use current, theoretical, and practical knowledge in the field of business (Knowledge) (Field-Specific Outcome)
- P.O. 2 :** Ability to analyze, think analytically, interpret, and communicate scientific data and findings in the field of business (Skill) (Field-Specific Outcome)
- P.O. 3 :** The ability to identify problems in the business field using information technologies, to determine and use tools to develop solutions (Knowledge, Skills and Competencies Basic information technology knowledge, Information technology usage skills and Technology selection and usage competence) (Field-Specific Outcome)
- P.O. 4 :** Ability to work harmoniously with different disciplines, conduct independent research, and take responsibility in group projects (Competencies - Ability to Work Independently and Take Responsibility)
- P.O. 5 :** The ability to question and evaluate the knowledge and skills acquired, and to produce solutions to problems encountered (Competencies - Critical thinking and taking initiative).
- P.O. 6 :** Understanding the necessity of continuous learning and development, monitoring developments, and constantly renewing oneself (Competencies - Learning Competency)
- P.O. 7 :** Ability to follow information in Turkish and English and communicate with relevant parties, and to convey this information and skills in written and oral form (Skills and Competencies - Language skills, Communication and Social Competence)
- P.O. 8 :** Ability to act in accordance with business ethics and social ethical values (Competencies - Ethical stance and value judgments competency)
- P.O. 9 :** Quality culture, having sufficient awareness of occupational health and safety issues (Competencies - Awareness and corporate culture competency)
- P.O. 10 :** Entrepreneurial, innovative, and having the potential to start one's own business (Competencies – Entrepreneurial competency)
- P.O. 11 :** Being able to master the fundamentals of legal procedures and processes as individuals aware of basic rights and freedoms, and to understand and apply legal processes (Knowledge and Skill Competencies – Legal knowledge and the ability to transfer this knowledge to practical procedures)
- L.O. 1 :** able to have information about the legal, professional and ethical framework related to the working field.
- L.O. 2 :** able to develop problem-solving ability related to the profession.
- L.O. 3 :** able to use the professional abilities in various fields related to the profession.
- L.O. 4 :** able to experience the theoretical knowledge on real world applications