

Department of Business Administration / Department of Business Administration /						
Course Code	Course Name	Teorical	Practice	Laboratory	Credits	ECTS
İŞL443	TRAINING COURSE/BACHELOR GRADUATION THESIS	0.00	2.00	0.00	2.00	5.00
Course Detail						
Course Language	: Turkish					
Qualification Degree	: Bachelor					
Course Type	: Optional					
Preconditions	: Not					
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, report and internship notebook					
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.					
Course Instructors	: Prof. Dr. Korhan Karacaoğlu					
Instructor's Assistants	: There is no assistant instructor for the course					
Presentation Of Course	: The internship course is carried out by students presenting their internship presentations face to face.					
Update Date	: 9/3/2025 11:35:39 PM					
Dosya İndirilme Tarihi	: 9/23/2025					

Course Outcomes
Upon the completion of this course a student :
1 Have information about the legal, professional and ethical framework related to the working field.
2 Develop the problem-solving ability related to the profession.
3 Use the professional abilities in various fields related to the profession.

Preconditions						
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Weekly Contents						
	Teorical	Practice	Laboratory	Preparation Info	Teaching Methods	Course Learning Outcomes
1.Week	*Explanation of the course's purpose, process, and evaluation criteria. - General introduction of the institution where the student is doing his/her internship. - Creation of a presentation schedule.	*Student presentation, question and answer, evaluation		*Please read the ECTS Information Package before coming to class.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
2.Week	*Student's internship presentation; introduction of the institution where he/she did the internship and sharing of experiences.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3

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	Teorical	Practice	Laboratory	Preparation Info	Teaching Methods	Course Learning Outcomes
3.Week	*Student's internship presentation; introduction of the institution where he/she did the internship and sharing of experiences.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
4.Week	*Student's internship presentation; introduction of the institution where he/she did the internship and sharing of experiences.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
5.Week	*Student's internship presentation; introduction of the institution where he/she did the internship and sharing of experiences.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
6.Week	*Student's internship presentation; introduction of the institution where he/she did the internship and sharing of experiences.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
7.Week	*Student's internship presentation; introduction of the institution where he/she did the internship and sharing of experiences.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
8.Week	*General evaluation.					
9.Week	*Student's internship presentation; customer relations, team communication and work environment experience.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3

	Teorical	Practice	Laboratory	Preparation Info	Teaching Methods	Course Learning Outcomes
10.Week	*Student's internship presentation; evaluations on professional ethics, confidentiality, and sense of responsibility.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
11.Week	*Student's presentation of the internship; analysis of the institution's financial transactions and student contribution.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
12.Week	*Student's internship presentation; contributions to career planning and observations on personal development.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
13.Week	*Student's internship presentation; presentation of the achievements achieved throughout the process and general evaluation.	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
14.Week	*Review of the internship notebook and report	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3
15.Week	*Review of the internship notebook and report	*Student presentation, question and answer, evaluation		*Please email the presentation file to your internship advisor before coming to class and bring your internship report and workplace evaluation form with you.	*Student presentation, question and answer, evaluation.	Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3 Ö.Ç.1 Ö.Ç.2 Ö.Ç.3

Assesment Methods %
1 Rapor : 80.000
2 Final : 20.000

ECTS Workload

Activities	Count	Time(Hour)	Sum of Workload
Derse Katılım	14	2.00	28.00
Ders Öncesi Bireysel Çalışma	14	1.00	14.00
Rapor	14	4.00	56.00
Uygulama / Pratik	5	7.00	35.00
Diğer	2	1.00	2.00
Total : 135.00			
Sum of Workload / 30 (Hour) : 4			
ECTS : 5.00			

Program And OutcomeRelation																							
	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	P.O. 12	P.O. 13	P.O. 14	P.O. 15	P.O. 16	P.O. 17	P.O. 18	P.O. 19	P.O. 20	P.O. 21	P.O. 22	P.O. 23
L.O. 1	0	2	0	0	0	3	0	0	0	0	2	0	0	0	0	3	0	0	0	0	0	0	0
L.O. 2	0	4	0	0	0	3	0	0	0	0	2	0	0	0	0	3	0	0	0	0	0	0	0
L.O. 3	0	4	0	0	0	3	0	0	0	0	2	0	0	0	0	3	0	0	0	0	0	0	0
Avarage	0.00	3.33	0	0	0	3.00	0	0	0	0	2.00	0	0	0	0	3.00	0	0	0	0	0	0	0

BEWARE OF PLAGIARISM! Please pay attention to proper academic citation rules and avoid plagiarism, an unethical and academically fraudulent behavior, when completing reports, assignments, or other academic works, and it is treated with the same disciplinary action as cheating in a classroom setting. It is imperative to refrain from presenting another person s ideas, language, expressions, or any other form of intellectual property as your own. Regardless of quality, your assignments/projects/research should reflect your original work. Perfection is not a requirement, and in case of any uncertainties regarding academic writing guidelines, you may seek clarification from your course instructor.

Engel Durumu/Uyarlama Talebi : Engel durumuna ilişkin herhangi bir uyarlama talebinde bulunmak isteyen öğrenciler, dersin öğretim elemanı ya da Nevsehir Engelli Öğrenci Birimi ile en kısa sürede iletişime geçmelidir.