

ANKARA YILDIRIM BEYAZIT UNIVERSITY – DEPARTMENT OF TRANSLATION AND INTERPRETING COURSE SYLLABUS

Course Code	Course Title	Course Type	ECTS Credits	Prerequisite Information	Date of Preparation
IMT243	CAREER PLANNING	Elective	1	-	17.09.2025
Instructor of the Course & E-Mail Address	Asst. Prof. Dr. Bilge METIN TEKIN & bilgemetintekin@aybu.edu.tr				
Office Hours & Office Room	Wednesday, 12.00-13.00 & 16.00-17.00 / Thursday, 11.00-13.00 & A140				
Course Content and Objectives	The aim of this course is to introduce students to the basic concepts of career planning, to help them develop career awareness, and to equip them with the ability to plan their transition into professional life after graduation.”				
Textbook(s)	Bozdoğan, D. (Ed.). (2021). <i>Kariyer planlama</i> . TOGÜ Karner. Hooley, T., Blake, H., & Moreno da Fonseca, P. (2024). <i>Handbook for career development: Introduction to the ILO framework for career development in low- and middle-income countries</i> . International Labour Organization				
Teaching Methods and Techniques	1. Lecture / Presentation 2. Discussion 3. Group Work 4. Case Study 5. Problem Solving				
Course Learning Outcomes	1	To be able to define the basic concepts related to a career			
	2	To acquire knowledge about the competencies expected in the business world			
	3	To recognize career opportunities in line with personal characteristics, values, and expectations			
	4	To compare the sectors in which one can work professionally or voluntarily			
	5	To apply the knowledge and skills necessary to plan the transition to professional life after graduation			
Program Outcomes Contributed by the Course	Program Outcomes (PO)				
	PO2	To acquire and enhance general knowledge, knowledge of subject areas and other disciplines and transfer them to the translation process.			
	PO5	To demonstrate awareness of lifelong learning and to take responsibility for identifying and fulfilling learning needs in one’s own or related fields.			
Contribution of the Course to Field Instruction	The students will be able to develop career awareness and facilitate their adaptation to professional life after graduation. They will analyze their own skills, identify career and job opportunities suited to their interests, and take more informed steps in their career planning.				
Topics Covered in the Course	1. Week	Introduction to Career Planning, The Career Planning Process (What is a Career? Why Should We Plan Our Career?)			
	2. Week	Basic Concepts			
	3. Week	Guest Speaker from the Sector (“Audiovisual Translation / Subtitling – Dubbing”)			
	4. Week	Understanding the Translation Profession and Its Legal Framework			
	5. Week	Goal Setting – Short, Medium, and Long-Term Goals / Identifying and Overcoming Obstacles			
	6. Week	Guest Speaker from the Sector (“Translation Education in the Digital Age”)			
	7. Week	Creating an Action Plan – Defining Steps / Identifying Resources (Education, Experience, Financial...) / Networking			
	8. Week	Self-Discovery – Recognizing Your Values and Interests (Using a Personality			

		Inventory); The Importance of Lifelong Learning	
	9. Week	Midterm Week	
	10. Week	Career Change (What to Consider When Changing Careers) – Job Search Strategies and Interview Preparation	
	11. Week	Guest Speaker from the Sector (“Conference Interpreting”)	
	12. Week	Preparing an Effective CV	
	13. Week	Workplace Skills (Collaboration, Communication, Problem-Solving, etc.)	
	14. Week	Guest Speaker from the Sector (“Career and Communication in a Translation Agency”)	
	15. Week	Effective Presentation Skills	
Course Evaluation Criteria	In-Term Studies	Quantity	Percentage %
	Mid-terms	1	%40
	Quizzes		%
	Assignments		%
	Attendance		%
	Practice		%
	Project		%
	Final examination	1	%60
	Total	2	100%
Disability Policy	<p>If you have a documented disability (e.g., visual, hearing, or physical impairment, etc.) that may influence your performance in this course, it is recommended to meet with the Engelsiz AYBU (https://aybu.edu.tr/engelsiz/content_list-327-yildirim-beyazit-universitesi-engelsiz-universite-birimi-yonergesi.html) to arrange for reasonable conditions (such as accommodation, etc.) to ensure an equitable opportunity to meet all the requirements of this course. You may also contact the local authority of the Faculty of Humanities and Social Sciences. You should communicate your needs to the course instructor as soon as possible to ensure that any course needs concerning exams, lecture materials, etc. are met.</p>		