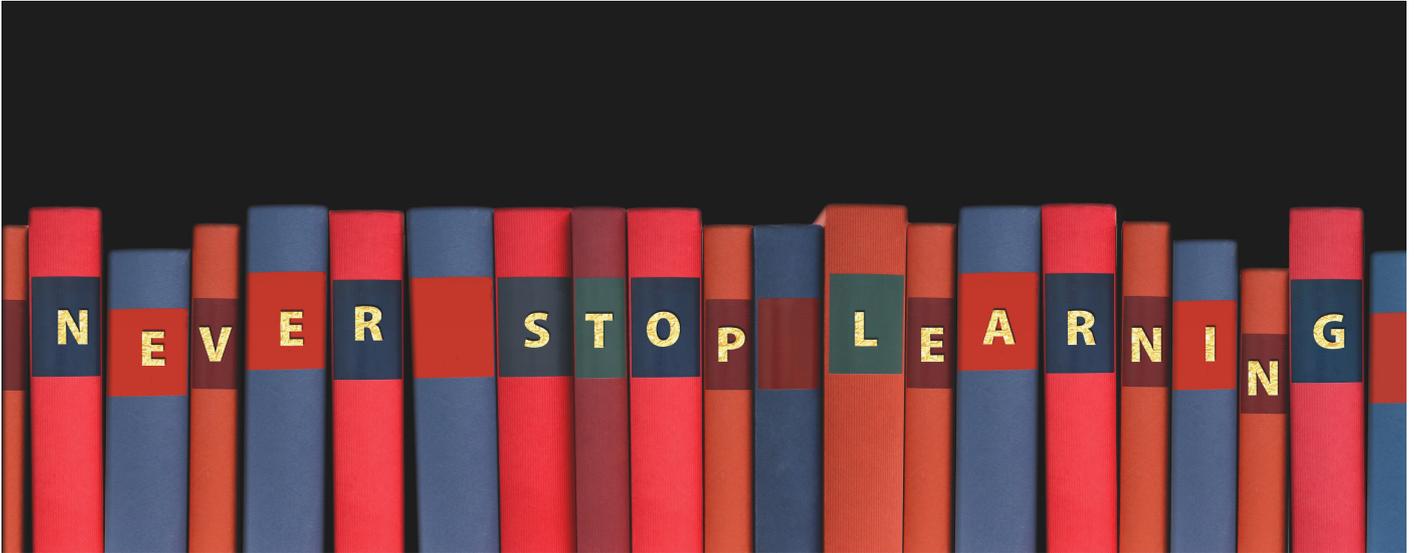


CAREER PLANNING

SPRING 2021



COURSE HIGHLIGHTS:

Career Planning
College Life
International Programs
Soft skills
Value of Networking
Communication Skills
Diction
Body Language
CV Preparation
Interview
Entrepreneurship
Academic Career

WELCOME MESSAGE

Dear Students,

Career planning is not just about finding a job after graduation. It is a recurring process that students should utilize at any time throughout the degree and professional life. Therefore, students should be encouraged to begin their career development in their first year.

In that sense, we are pleased to announce this new "Career Planning" course for first-year METU students.

This course aims to help you get the greatest benefit out of your undergraduate program and the time you spend at university, increase your awareness of expectations in professional life, introduce to you university units that will support you throughout your career path, and support your personal development. We all hope that you will enjoy and benefit from this course and we wish that all your career dreams will come true.

On behalf of all BA 0100 instructors,

Prof. Y. Eren Kalay, Course Coordinator

GRADING

Class Participation: 40%

Homework: 60%

Students are expected to complete three of the following tasks:

1. Create a 30-second elevator pitch.
2. Make an interview with METU alumni about career experiences.
3. Prepare a letter of intent along with a traditional or video CV
4. Create an electronic portfolio.
5. Write an essay to explain your 5-year future plans.
6. Visit METU Career Fair

TIMETABLE

Thursdays 17:40-18:30 (**Live online**)

Links for each lecture will be provided through odtuclass(<https://odtuclass.metu.edu.tr/>)

CONTACT

E-mail: kpm@metu.edu.tr

Phone: (0312) 210 4129

<https://kpm.metu.edu.tr/career-planning/>

"Please attend the first lecture for further details"



INFORMATION FOR STUDENTS WITH DISABILITIES

To obtain disability related academic adjustments and/or auxiliary aids, students with disabilities must contact the course instructor and the METU Disability Support Office as soon as possible. If you need any accommodation for this course because of your disabling condition, please contact me. For detailed information, please visit the website of Disability Support Office:

<http://engelsiz.metu.edu.tr/>

ACADEMIC HONESTY

The METU Honour Code is as follows: "Every member of METU community adopts the following honour code as one of the core principles of academic life and strives to develop an academic environment where continuous adherence to this code is promoted. The members of the METU community are reliable, responsible and honourable people who embrace only the success and recognition they deserve, and act with integrity in their use, evaluation and presentation of facts, data and documents."



WEEKLY PROGRAM

WEEK 1: 18 March 2021/17.40-18.30



Introduction of Career Planning Course and METU Career Planning Center

Lecturers: METU Career Planning Center (ODTÜ KPM)

Details: Course aim and scope; introduction of the career center services and career center's online platform.

WEEK 2: 25 March 2021/17.40-18.30



First Step in Career Journey: College Life

Lecturers: Dr. Pınar Çağ & Res. Assist. Hilal Altunay Yılmaz (ODTÜ ÖGEM)

Details: This module aims to increase students' awareness about career planning processes throughout university education and improve their understanding of the concepts in career planning. In addition, students will learn about career development competencies and develop self-awareness through understanding their own personal competencies.

WEEK 3: 1 April 2021/17.40-18.30



Internationalize Yourself

Lecturer: Dr. İbrahim Yorgun (METU International Cooperations Office)

Details: Career life suggests that experience is one of the top priorities in finding a job or starting a business as an enthusiastic and dedicated entrepreneur. However, experience with an international dimension is regarded crème de la crème. This type of experience is highly prioritized not only in the private sector but also in the public one including higher education. Such is the vision of this session and it will focus on potential mechanisms and programs which are available to the undergraduate students at METU so that they finish their degrees with some international experience.

WEEK 4: 8 April 2021/17.40-18.30



Soft skills (that employers look for)

Lecturer: Ülkü Önder (ODTÜ KPM)

Details: What are the soft skills that are important in recruitment and success in business life? Can they be learned or improved? What can be done on this subject during university years?

WEEK 5: 15 April 2021/17.40-18.30



Value of Networking and Introduction to Entrepreneurship

Lecturer: Assoc. Prof. Adil Oran (Department of Business Administration)

Details: Your network will be one of your most valuable assets in your life. What are factors that affect the value of a network and how can you develop your network. What is entrepreneurship and what can I do to develop my entrepreneurial skills?

WEEKLY PROGRAM

WEEK 6: 22 April 2021/17.40-18.30



Communication is the core of human relations

Lecturer: Mehmet Auf (METU Alumni / Fenomen Produksiyon)

Details: Communication skills will always be your main areas of strength in life. Whether you are in school, at work, with friends and family right communication will make you feel good. To be able to express yourself and understand the others are the two key to a content life. Therefore, communication and presentation skills are subjects to where learning goes life long.

WEEK 7: 29 April 2021/17.40-18.30



Section 1 (For Turkish students)

Diction and Body Language

Lecturer: Sinan Pekinton (The State Theatre Artist)



Section 2 (For Foreign students)

You're in Turkey Now, What Will Your Future Bring?

Lecturer: Jason Steinberg (Department of Modern Languages)

Details: University students are supposed to dream, envision, and plan the ways they will influence the world in the future. This talk will bring attention to the ways in which you are already influencing the world, and further, how an awareness of this reality will help guide you as you continually modify your plan for your career and life after university.

WEEK 8: 6 May 2021/17.40-18.30



Effective CV Preparation

Lecturer: Ülkü Önder (ODTÜ KPM)

Details: “Why should I hire you?”, “What are the reasons why I chose you over other candidates?”. If your CV answers these questions, it is likely that it was prepared correctly. Information about the titles and sequences that should be in a correctly prepared CV will be revealed.

WEEK 9: 20 May 2021/17.40-18.30



An Interview Story

Lecturer: Özlem Özbatır (METU Alumni / HR Director Akiş GYO AŞ)

Details: Who am I? What are things to be proud of myself?, What are my values? What kind of people would I hire if I have my own company? My strong and weak muscles, My success story.

WEEKLY PROGRAM

WEEK 10: 27 May 2021/17.40-18.30



Rock Your Profile

Lecturer: Şafak Boy (Senior Relationship Manager – LinkedIn)

Details: Digital platforms has vast amount of opportunities. However, to be able to find THE job and to be found by THE brand are 2 basic efforts that we need to perform constantly and properly. How do you avoid choosing a wrong path for my career? How can you get connections? How can you create your digital identity and use it towards your career?

WEEK 11: 3 June 2021/17.40-18.30



Building Your Academic Career

Lecturer: Prof.Y. Eren Kalay (ODTÜ KPM)

Details: If you enjoy doing independent research, teaching your friends, and doing science communication during your undergraduate education, you might be considering staying in academia. Building an academic career in any field means balancing the demands between teaching, research opportunities, and community services. In this regard, I will introduce everyday life in academia, and I talk about the routes you must take to become a faculty member or a researcher. I will particularly mention the research, teaching, and science communication opportunities that you can benefit, during your undergraduate career.

WEEK 12: 10 June 2021/17.40-18.30



Entrepreneurship

Lecturer: Serdar Alemdar (General Manager / METU Technopolis)

Details: We will discuss about entrepreneurship as a career option for students. METU & METU Technopolis offers variety of programs addressing undergraduate students in order to inspire and enable founder teams to learn and develop entrepreneurial skills. Finally we will discuss professional career option startups which could be best of both worlds for many people.

WEEK 13: 17 June 2021/17.40-18.30



Alumni Stories

Moderator: Mehmet Auf (METU Alumni / Fenomen Prodüksiyon)

Details: Panel with METU Alumni

WEEK 14: 24 June 2021/17.40-18.30



Speed Networking Activity

Lecturers: METU Career Planning Center (ODTÜ KPM)