



ESOGU Tourism Faculty Course Information Form

TERM	Fall
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COURSE CODE		COURSE NAME	Career Management
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SEMESTER	WEEKLY COURSE HOURS			COURSE			
	Theoretical	Practic e	Laboratory	CREDIT S	ECTS	TYPE	LANGUAG E
VII	2	0	0	2	4	CORE () ELECTIVE (X)	Turkish
COURSE CATEGORY							
Supportive Courses	Basic Vocational		Proficiency/Field	Human, Communication, and Management Skills		Transferable Skills	
X							
ASSESSMENT CRITERIAS							
DURING TERM				Activity	Number	Percentage (%)	
				I. Mid-Term		40	
				II. Mid-Term			
				Quiz			
				Homework			
				Project			
				Report			
Other (.....)							
FINAL EXAM						60	
PREREQUISITE(S) (IF ANY)							
COURSE CONTENT				The importance of carrier management and planning, the effective factors in carrier development, determination of carrier target process, profession surveys, job interviews, carrier problems			
COURSE OBJECTIVES				Giving information about carrier planning and management İmprovement of individual viewpoint related to carrier management and planning			
CONTRIBUTION OF THE COURSE TO THE VOCATIONAL TRAINING							
COURSE OUTCOMES				To have knowledge of individual and institutional fields in carrier improvement and carrier management To learn effective factors in carrier development To have prior knowledge about job applications and interviews Perception of professional search process			
TEXTBOOK(S)							
SUPPORTIVE RESOURCES				Bingöl, D. (2010). İnsan Kaynakları Yönetimi. Beta Yayınları Erdoğan, Z. (Ed.) (2008). Bireyden Profesyonele Kariyere İlk Adım. Ekin Basım Yayın Dağıtım Yeşilyaprak, B. (Ed.) (2018). Mesleki Rehberlik ve Kariyer Danışmanlığı. Kuramdan Uygulamaya. Pegem Akademi Articles related to the topics			

EQUIPMENTS REQUIRED	
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COURSE OUTLINE	
WEEK	SUBJECTS / TOPICS
1	The concept and extend of carrier
2	The importance of carrier management and planning
3	The effective factors of carrier development
4	Individual carrier management and planning
5	Carrier stages
6	Determination of the carrier target process
7	Professional surveys
8	Job interviews
9	Carrier management and planning in business
10	The problems of carrier periods
11	Time management
12	Carrier presentations
13	Carrier presentations
14	Carrier presentations
15,16	Final Exam

No.	OUTCOMES	3	2	1
1	To understand the terms and concepts this related with tourism and hotel management.		X	
2	To be able to plan the process of investment of a new established tourism company.			X
3	To be able to manage companies to be established in the areas of tourism.		X	
4	To understand local, national and international dimension of management in tourism administration.			X
5	To evaluate the concepts, ideas and data by using scientific methods.		X	
6	To be able to use information and communication technologies with computer at a level which tourism sector requires.			X
7	To understand the sectoral conditions at a level they can cope with the constant fluctuations depending on the flexible demands in the area of tourism management.		X	
8	To be expertise at a special area of a tourism company (the services of front office, housekeeping, sales and marketing etc.)and hotel management	X		
9	To be able to research scientific knowledge about tourism and hotel management.		X	
10	To be able to understand and comment the new trends about tourism industry.	X		
11	To have sufficient knowledge and consciousness of the subjects concerning society (the protection of natural and cultural environment)		X	
12	To define the source of the problems in the field by using critical thinking.		X	
13	To have verbal and written communication skills in Turkish base on tourism sector.		X	
14	To have verbal and written communication skills in at least one, by choice two foreign languages.			X
15	To be able to communicate by empathy with the managers of companies, customers and employees.		X	
1:Never. 2:Few. 3:Many.				

Instructor Name :