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| COURSE SYLLABUS  Vocational School | | | | | | | | | | | | | | | | |
| Course Code | | | **Course Name** | | | | | | | **Credit** | | | | ECTS Value | | |
| MBH-211 | | | Professional Ethics | | | | | | | 2-0-2 | | | | 5 | | |
| Prerequisite Courses: | | | - | | | | | | | | | | | | | |
| Course Language: | | | Turkish | | | **Course Delivery Method:** | | | | | Online | | | | | |
| Course Type and Level: | | | Elective Course/2nd Year Spring Semester | | | | | | | | | | | | | |
| Instructor's Title, First Name, and Last Name | | | | | | **Course Hours** | | | | **Office Hours** | | | | Contact | | |
| Lecturer Dilara ÇIPLAK | | | | | | Friday  1:20 PM - 3:10 PM | | | | Thursday 9:00 AM–4:30 PM | | | | dilaraciplak@cag.edu.tr | | |
| Course Coordinator: | | | Lecturer Dilara ÇIPLAK | | | | | | | | | | | | | |
| Course Objective | | | | | | | | | | | | | | | | |
| Course Learning Outcomes | Upon successful completion of this course, the student will be able to: | | | | | | | | | | | | Relationships | | | |
| Program Outcomes | | | Net Contribution |
| 1 | | Defines ethical and moral concepts, explains professional ethical principles. | | | | | | | | | | 1, 2, 3, 4, 7, 8 | | | 5, 5, 5, 5, 5, 5 |
| 2 | | Understands the importance of ethical behavior and develops an attitude consistent with professional ethics. | | | | | | | | | | 1, 2, 3, 4, 7, 8 | | | 5, 5, 5, 5, 5, 5 |
| 3 | | Analyzes ethical dilemmas encountered by employees in their professional lives and suggests solutions. | | | | | | | | | | 1, 2, 3, 4, 7, 8 | | | 5, 5, 5, 5, 5, 5 |
| 4 | | Evaluates the consequences of unethical behavior in professional practice. | | | | | | | | | | 1, 2, 3, 4, 7, 8 | | | 5, 5, 5, 5, 5, 5 |
| 5 | | Interprets ethical principles and legal regulations applicable to public officials. | | | | | | | | | | 1, 2, 3, 4, 7, 8 | | | 5, 5, 5, 5, 5, 5 |
| Course Content: | | | This course aims to raise awareness and develop basic competencies in topics such as ethics, professional ethics, the reflection of ethics in daily life and professional practices, the importance of ethical choices in decision-making processes, social behavior rules, the relationship between ethics and law, and professional corruption. | | | | | | | | | | | | | |
| Course Content: (Weekly Course Plan) | | | | | | | | | | | | | | | | |
| Week | | **Topic** | | | | | **Preparation** | | | | | Teaching Methods and Techniques | | | | |
| 1 | | Introduction to the Concept of Ethics | | | | | Not required | | | | | Presentation and Q&A | | | | |
| 2 | | The Relationship Between the Concepts of Morality and Law | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 3 | | Ethical Rules, Common Ethical Values | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 4 | | Professional Ethics and Its Importance, Examples from Various Professions | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 5 | | Ethics in Judicial and Justice Services | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 6 | | Confidentiality, Impartiality, and the Right to a Fair Trial | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 7 | | Ethical responsibilities of court staff, ethical principles for lawyers, judges, prosecutors, and court clerks | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 8 | | Midterm Exam | | | | |  | | | | |  | | | | |
| 9 | | Ethics and Social Relations Consequences of Ethical Behavior | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 10 | | Social and Political Corruption | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 11 | | Establishing an Ethical Culture | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 12 | | The importance of adhering to ethical principles in professional life for career and society | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 13 | | Unethical behavior and ethical decision-making | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 14 | | Professional corruption | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 15 | | Leadership | | | | | Reading/Research | | | | | Presentation and Discussion | | | | |
| 16 | | Overall Assessment and Observation of Student Development | | | | | Reading/Research | | | | | Presentation and Discussion, Question and Answer | | | | |
| 17 | | Final Exam | | | | |  | | | | |  | | | | |
| 18 | | Final Exam | | | | |  | | | | |  | | | | |
| Course Resources | | | | | | | | | | | | | | | | |
| Textbook: | | | | Prof. Dr. Menşure Kolçak, Professional Ethics: For All Fields, Ekin Publishing House, 2024. | | | | | | | | | | | | |
| Recommended Resources: | | | | Fatma İrem Çağlar Gürgey, Legal Ethics – Philosophical Legal Ethics – Written Standards Related to Legal Professional Ethics, Oniki Levha Publishing, 2024 | | | | | | | | | | | | |
| Course Assessment and Evaluation | | | | | | | | | | | | | | | | |
| Activities | | | | **Number** | **Contribution** | | | Notes | | | | | | | | |
| Midterm Exam | | | | 1 | 30% | | | This is a practical course, and no exam is administered. It includes the submission of a portfolio.  Evaluation criteria are specified in the internship file. | | | | | | | | |
| Project | | | |  |  | | |  | | | | | | | | |
| Assignment | | | |  |  | | |  | | | | | | | | |
| Presentation | | | |  |  | | |  | | | | | | | | |
| Participation / In-process activities | | | | 1 | 10 | | | Active participation in discussions, group work, and in-class activities | | | | | | | | |
| Final | | | | 1 | 60 | | | This is a practical course with no exam. It includes an oral presentation.  Presentation evaluation criteria are specified in the rubric. | | | | | | | | |
| ECTS Table | | | | | | | | | | | | | | | | |
| Content | | | | | **Number** | | | | **Hours** | | | | | | Total | |
| Course Duration | | | | | **14** | | | | **2** | | | | | | 28 | |
| Out-of-Class Work | | | | | **14** | | | | **4** | | | | | | 46 | |
| Homework | | | | |  | | | |  | | | | | |  | |
| Presentation | | | | |  | | | |  | | | | | |  | |
| Participation / In-process activities | | | | | **14** | | | | **1** | | | | | | 14 | |
| Midterm Exam (Midterm Exam Period + Midterm Exam Preparation) | | | | | **1** | | | | **10** | | | | | | 18 | |
| Final Exam (Final Exam Duration + Final Exam Preparation) | | | | | **1** | | | | **20** | | | | | | 20 | |
| Total: | | | | | | | | | | | | | | | 126 | |
| Total / 30: | | | | | | | | | | | | | | | 126 ÷ 30 ≈ 4.2 | |
| ECTS Credit: | | | | | | | | | | | | | | | 5 | |

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| Past Term Achievements | |
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