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| COURSE SYLLABUS  Vocational School | | | | | | | | | | | | | | | | |
| Course Code | | | **Course Name** | | | | | | | **Credit** | | | | ECTS Value | | |
| MBH-201 | | | Civil Procedure Law Knowledge | | | | | | | 2-0-2 | | | | 5 | | |
| Prerequisite Courses: | | | - | | | | | | | | | | | | | |
| Language of Instruction: | | | Turkish | | | **Course Delivery Method:** | | | | | Face-to-face | | | | | |
| Course Type and Level: | | | Required-Complementary | | | | | | | | | | | | | |
| Instructor's Title, First Name, and Last Name | | | | | | **Class Time** | | | | **Office Hours** | | | | Contact | | |
| Lecturer Dilara ÇIPLAK | | | | | | Monday  1:25 PM - 2:55 PM | | | | Thursday 9:00 AM–4:30 PM | | | | dilaraciplak@cag.edu.tr | | |
| Course Coordinator: | | |  | | | | | | | | | | | | | |
| Course Objective | | | | | | | | | | | | | | | | |
| Course Learning Outcomes | Students who successfully complete this course will be able to: | | | | | | | | | | | | Relationships | | | |
| Program Outcomes | | | Net Contribution |
| 1 | | Can explain the concepts of judicial proceedings and judicial justice, contentious and non-contentious proceedings | | | | | | | | | | 1,2,3,4 | | | 5 |
| 2 | | Possesses knowledge regarding the initiation of a case, jurisdiction and authority, investigation, trial, and judgment processes | | | | | | | | | | 1,2,3,4 | | | 5 |
| 3 | | Possesses knowledge of evidence concepts and can compare them | | | | | | | | | | 1,2,3,4 | | | 5 |
| 4 | | Can explain judicial procedures | | | | | | | | | | 1,2,3,4 | | | 5,5,5,5 |
| 5 | | Possesses basic knowledge of judgments and legal procedures | | | | | | | | | | 1,2,3,4 | | | 5 |
| 6 | | Acquires basic knowledge about alternative dispute resolution methods outside of court and can compare concepts | | | | | | | | | | 1,2,3,4 | | | 5 |
| Course Content: | | | In the Civil Procedure Law course, the difference between civil and criminal justice and the comparison between contentious and non-contentious proceedings are examined; general courts and specialized courts, courts of first instance, and the higher judiciary are studied in detail; Within the scope of the duties and powers of courts, issues such as jurisdiction problems and conditions for filing a lawsuit are examined in detail, and trial and adjudication are compared with alternative dispute resolution methods. | | | | | | | | | | | | | |
| Course Content: (Weekly Lesson Plan) | | | | | | | | | | | | | | | | |
| Week | | **Topic** | | | | | **Preparation** | | | | | Teaching Methods and Techniques | | | | |
| 1 | | The Purpose, Concept, Place Among Branches of Law, and Application in Terms of Place and Time of Civil Procedure Law | | | | | Textbook, Slides | | | | | Lecture, review of legislation | | | | |
| 2 | | Fundamental Principles of Civil Procedure Law | | | | | Textbook, Slides | | | | | Presentation, case study, legal review | | | | |
| 3 | | The Concept and Types of Judgment and Courts in Civil Justice | | | | | Textbook, Slides | | | | | Lecture, case analysis, legislation review | | | | |
| 4 | | Assignment | | | | | Textbook, Slides | | | | | Lecture, case study, legal review | | | | |
| 5 | | Authority | | | | | Textbook, Slides | | | | | Lecture, case study, legal review | | | | |
| 6 | | Judicial Officials, Legal Liability of Judges, and Cases of Disqualification and Recusal of Judges | | | | | Textbook, Slides | | | | | Lecture, case analysis, legal review | | | | |
| 7 | | Procedural Actions, Restoration to the Original State, and the Parties | | | | | Textbook, Slides | | | | | Lecture, case analysis, legal review | | | | |
| 8 | | Midterm Exam | | | | |  | | | | |  | | | | |
| 9 | | Conditions and Types of Lawsuits | | | | |  | | | | |  | | | | |
| 10 | | Initiating a Lawsuit, Elements of a Lawsuit Petition, Consequences of Initiating a Lawsuit | | | | | Textbook, Slides | | | | | Lecture, case analysis, legal review | | | | |
| 11 | | Answer to the Lawsuit, Grounds for Defense, Elements of the Answer Petition, | | | | | Textbook, Slides | | | | | Lecture, case analysis, legal review | | | | |
| 12 | | Preliminary Examination and Investigation | | | | | Textbook, Slides | | | | | Lecture, case study, legal review | | | | |
| 13 | | Evidence and Proof | | | | | Textbook, Slides | | | | | Lecture, case study, legal analysis | | | | |
| 14 | | Decisions and Rulings, Legal Remedies | | | | | Textbook, Slides | | | | | Lecture, case analysis, legislation review | | | | |
| 15 | | Alternative Dispute Resolution Methods | | | | | Textbook, Slides | | | | | Lecture, case study, legislation review, negotiation | | | | |
| 16 | | General Review, Observation of Student Development | | | | | Textbook, Slides | | | | | Lecture, case study, legislation review and discussion | | | | |
| 17 | | Final Exam | | | | |  | | | | |  | | | | |
| 18 | | Final Exam | | | | |  | | | | |  | | | | |
| Course Resources | | | | | | | | | | | | | | | | |
| Textbook: | | | | PEKCANITEZ/ATALAY/ÖZEKES, Basic Information Textbook, Vedat Publishing, Istanbul, 2024 | | | | | | | | | | | | |
| Recommended Resources: | | | | Course Slides | | | | | | | | | | | | |
| Course Assessment and Evaluation | | | | | | | | | | | | | | | | |
| Activities | | | | **Number** | **Contribution** | | | Notes | | | | | | | | |
| Midterm Exam | | | | 1 | 30% | | | It will be conducted in written and multiple-choice formats. | | | | | | | | |
| Project | | | |  |  | | |  | | | | | | | | |
| Assignment | | | |  |  | | |  | | | | | | | | |
| Presentation | | | |  |  | | |  | | | | | | | | |
| Participation / In-process activities | | | | 1 | 10 | | | Active participation in discussions, group work, and in-class activities | | | | | | | | |
| Final | | | | 1 | 60 | | | Will be conducted in written and multiple-choice formats | | | | | | | | |
| ECTS Table | | | | | | | | | | | | | | | | |
| Content | | | | | **Number** | | | | **Hours** | | | | | | Total | |
| Course Duration | | | | | **14** | | | | **2** | | | | | | 28 | |
| Out-of-Class Work | | | | | **14** | | | | **4** | | | | | | 56 | |
| Homework | | | | |  | | | |  | | | | | |  | |
| Presentation | | | | |  | | | |  | | | | | |  | |
| Participation / In-process activities | | | | | **14** | | | | **1** | | | | | | 14 | |
| Midterm Exam (Midterm Exam Period + Midterm Exam Preparation) | | | | | **1** | | | | **10** | | | | | | 10 | |
| Final Exam (Final Exam Duration + Final Exam Preparation) | | | | | **1** | | | | **20** | | | | | | 20 | |
| Total: | | | | | | | | | | | | | | | 133 | |
| Total / 30: | | | | | | | | | | | | | | | 128 ÷ 30 ≈ 4.26 | |
| ECTS Credit: | | | | | | | | | | | | | | | 5 | |

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| Past Term Achievements | |
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