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| COURSE SYLLABUSVocational 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 | Monday1:25 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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