

SYLLABUS
Vocational School

Course Unit Code	Course Title	Credits	ECTS Value	
TIC-203	Foreign Trade Transactions and Practices	2(1-2-2)	6	
Prerequisite Courses:	Yok			
Language of Instruction:	Turkish	Lesson Teaching Style:	Face to Face	
Dersin Türü ve Düzeyi:	Compulsory / Fall Semester / Associate Degree / 3. Period			
Title, Name and Surname of the Instructor of the Course	Course Hours	Office Hours	Communication	
Assoc. Prof. Dr. İrem PELİT	Wednesday 10:15-11:45	Wednesday 13:30-14:30	irempelit@cag.edu.tr	
Course Coordinator:	Assoc. Prof. Dr. İrem PELİT			
Objectives of the Course				
It is aimed for students to learn foreign trade transactions by observing them directly in business life.				
Course Learning Outcomes	Upon successful completion of this course, the student will be able to:		Relations	
			Program Outcomes	Net Contribution
	1	Analyzes the export-import processes observed in companies.	2,3,4	5,5,4
	2	Explains how documents are organized and their functions with practical examples.	2,4	5,4
	3	It interprets delivery and payment methods through real trading applications.	2,3	5,4
	4	It reports the data obtained from the visits.	4,5	4,5
	5	Shows communication and teamwork skills by preparing and presenting projects in a group.	5,6	5,5
6	Shows communication and teamwork skills by preparing and presenting projects in a group.	7	5	
Course Description:	<p>This course deals with both theoretical and practical aspects of foreign trade transactions together. The most important aspect of the course is that it gives students experience in the real business world. Students visit the determined companies, see the foreign trade processes on site, get information from the company representatives and use the data they collect in their projects.</p> <p>Throughout the semester, students combine the knowledge gained through field observations and prepare a comprehensive project report at the end of the presentation and semester. Thus, they have the opportunity to learn foreign trade not only from theory, but also from its functioning in practice and ways to solve the problems encountered.</p>			
Course Contents: (Weekly Lesson Plan)				
Week	Topic	Preparation	Teaching Methods and Techniques	
1	Course introduction and project instructions	Syllabus review	Instructor guidance	
2	Company selection and site survey plan	Company research	Group work	

3	Preparation of a preliminary report about the company	Preliminary examination	Research
4	Şirket Ziyareti	Preparing a list of questions	Field observation
5	Company Visit	Preparing a list of questions	Field observation
6	Application on documents	Collecting documents	Group Work
7	Company Visit	Short report	Field observation
8	Sharing the findings after the visit	Short report	Group Discussion
9	Preparation of interim reports	Draft Report	Instructor feedback
10	Project report development	Literature review	Group work
11	Payment-delivery methods field examples	Company documents	Case study
12	Project report final draft	Draft editing	Work in a group
13	Presentation preparation	PPT preparation	PPT Control
14	Presentation preparation	Presentation file	Presentation
15	Project Presentations	Presentation file	Presentation
16	Overall rating and feedback	Final Report	Argument
17	Project report final revisions	-	Group work
18	Final Project Report Submission	Report writing	Evaluation with rubric

Course Resources

Textbook:	Kaya, F. (2019). Foreign Trade Transactions Management. Ankara: Seçkin Publishing.
Recommended Reading:	Yılmaz, M. (2021). Introduction to Foreign Trade. Gazi Bookstore. Altıntaş, H. (2020). Foreign Trade Transactions. Nobel Publishing. ICC (2020). Incoterms 2020. International Chamber of Commerce.

Course Assessment and Evaluation

Events	Number	Contribution	Notes
Company visits observation reports	2	10	Short report after each visit
Interim Report	1	10	Draft project report
Project Presentations	1	30	Group presentations
Final Project Report	1	50	Comprehensive report based on company visits
Total		100	

ECTS Table

Content	Number	Hour	Total
Course duration	14	2	28
Out-of-Class Research and Company Review	14	3	42
Company Visits	2	12	24

Observation Reports	2	10	20
Interim Report Preparation	1	20	20
Presentation Preparation	1	24	24
Final Project Report	1	40	40
Total:			198
Total/ 30:			198/30
AKTS Kredisi:			6

Past Achievements

