

PREPARATION AND PRESENTATION OF PORTFOLIO

1	Course Title:	PREPARATION AND PRESENTATION OF PORTFOLIO	
2	Course Code:	MOTZ206	
3	Type of Course:	Compulsory	
4	Level of Course:	Short Cycle	
5	Year of Study:	2	
6	Semester:	4	
7	ECTS Credits Allocated:	3.00	
8	Theoretical (hour/week):	2.00	
9	Practice (hour/week):	2.00	
10	Laboratory (hour/week):	0	
11	Prerequisites:	None	
12	Language:	Turkish	
13	Mode of Delivery:	Face to face	
14	Course Coordinator:	Öğr. Gör. HATİCE KÜBRA ÖZBEY	
15	Course Lecturers:		
16	Contact information of the Course Coordinator:	Öğr. Gör. Hatice Kübra Özbey Bursa Uludağ Üniversitesi Teknik Bilimler MYO hkubraozbey@uludag.edu.tr	
17	Website:		
18	Objective of the Course:	It is aimed to comprehend general information about product presentation techniques, to prepare curriculum vitae and portfolio preparation techniques.	
19	Contribution of the Course to Professional Development:		
20	Learning Outcomes:		
		1	Gains the skill of preparing a portfolio.
		2	Gains the skill of presenting their portfolio
		3	Learns the points to pay attention in project and file presentations.
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21	Course Content:		
		Course Content:	
Week	Theoretical	Practice	
1	General information about the course.		
2	General information about product presentation techniques		
3	General information about product presentation techniques		
4	Things to consider when preparing a CV	Preparing a CV	

5	General information about portfolio preparation techniques	
6	Choosing the necessary material for the portfolio	
7		Preparing a portfolio
8		Preparing a portfolio
9		Preparing a portfolio
10		Preparing a portfolio
11		Preparing a portfolio
12		Preparing a portfolio
13		Preparing a portfolio
14		Preparing a portfolio

22	Textbooks, References and/or Other Materials:	
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23	Assesment
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TERM LEARNING ACTIVITIES	NUMBER	WEIGHT
Midterm Exam	1	40.00
Quiz	0	0.00
Home work-project	0	0.00
Final Exam	1	60.00

Activites	Number	Duration (hour)	Total Work Load (hour)
Completion of Final Exam to Success Grade	60	2.00	28.00
Practicals/Labs	14	2.00	28.00
Self study and preparation	5	2.00	10.00
Measurement and Evaluation Techniques Used in the			
Homeworks	0	0.00	0.00
Projects	0	0.00	0.00
Field Studies	0	0.00	0.00
Midterm exams	1	10.00	10.00
Others	0	0.00	0.00
Final Exams	1	14.00	14.00
Total Work Load			90.00
Total work load/ 30 hr			3.00
ECTS Credit of the Course			3.00

25	CONTRIBUTION OF LEARNING OUTCOMES TO PROGRAMME QUALIFICATIONS															
	PQ1	PQ2	PQ3	PQ4	PQ5	PQ6	PQ7	PQ8	PQ9	PQ10	PQ11	PQ12	PQ13	PQ14	PQ15	PQ16
ÖK1	0	5	5	5	3	0	0	0	0	3	4	5	0	0	0	0
ÖK2	0	5	5	5	3	0	0	0	0	3	4	5	0	0	0	0
ÖK3	0	5	5	5	3	0	0	0	0	3	4	5	0	0	0	0

LO: Learning Objectives **PQ: Program Qualifications**

Contribution Level:	1 very low	2 low	3 Medium	4 High	5 Very High
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