



**DOKUZ EYLÜL UNIVERSITY
FACULTY OF BUSINESS**



CALL FOR REGISTRATION 17th International Week 6-10 May 2024

It is our pleasure to announce that Faculty of Business, Dokuz Eylül University will hold its **17th International Week** on **06th -10th May 2024** in Izmir, Turkiye. We would like to invite you and your colleagues to participate in this week where we host both teaching and administrative staff. The aim of the week is to offer our students an international and intercultural experience and to intensify cooperation with our partner universities. The details of the International Week (IW) are provided below.

Tentative Program

May 06, 2024	Guided City Tour by walk
May 07, 2024	Kick-off Meeting Courses & Sessions for Administrative Staff
May 08, 2024	Courses & Sessions for Administrative Staff Dean's Dinner
May 09, 2024	Courses & Sessions for Administrative Staff Farewell Lunch
May 10, 2024	Guided Excursion to Pergamom (UNESCO World Heritage Site)

Social Activities and Services

- Guided City Tour (Monday)
- Dean's Dinner (Wednesday)
- Pergamom Excursion (Friday)
- Shuttle from /to hotel & Faculty (Tuesday, Wednesday and Thursday)
- Lunch for the whole week

Participation Fee

IW Participant (Teaching/Administrative Staff): 200 Euro
Accompanying Person: 150 Euro

**International Week 2024
(6 May 2024 – 10 May 2024)**



DOKUZ EYLÜL UNIVERSITY FACULTY OF BUSINESS



Details for Teaching Staff:

- Classes will be held in person on Tuesday-Wednesday-Thursday for 3 hours per day. The total 9 hours of teaching will be consecutive since you will be teaching the same group of students.
- The language of instruction is English.
- The class size will not exceed 25 students.
- If accepted participants would like to distribute teaching materials, all teaching materials should be sent in electronic format to isletmeforeign@gmail.com by **April 24th, 2024**. All classrooms are equipped with a whiteboard, computer and beamer. Please indicate beforehand, if you need any other special equipment for teaching – e.g. computers for students.

Details for Administrative Staff:

The preliminary session information for the administrative staff will include:

- Workshop on Turkish (Business) Culture
- Presentation of the Turkish Higher Education System
- Presentation of the Faculty of Business
- Information about living in Izmir
- Presentation and promotion of the partner university to DEU Faculty of Business students by participating administrative staff

IMPORTANT NOTES AND DATES:



- All applicants should send their registration form and short bio with photo by **Feb 15th 2024**. Teaching staff registration forms should be accompanied by the offered course syllabus.
- IW courses will be promoted to students between **Mar 4th – Mar 15th, 2024**.
- Students will register for the courses that are offered by international week lecturers between the Mar 11th – 15th, 2024. **Please note that some IW courses may be cancelled due to insufficient student registration.**
- The lecturers will be informed about whether or not their courses will be offered after the registrations are completed. Offered course (s) will be announced to prospective IW lecturers on the **Mar 20th 2024**.
- Participation fee for the International Week should be made by **April 24th, 2024**. Detailed information regarding account information, etc. will be provided later.
- If participants would like to distribute teaching/promotional materials, they should send them in electronic format to isletmeforeign@gmail.com by **April 24th, 2024**.
- Management reserves the right to **shift classes online** based on the circumstances.



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DOKUZ EYLÜL UNIVERSITY
FACULTY OF BUSINESS
INTERNATIONAL WEEK
İZMİR 2024

**17th International Week
6-10 May 2024**

**Registration Form
Due: Feb 15th, 2024**

Personal Data

Participants Name:

Institution:

Address:

E-mail:

Purpose of Attendance: Please tick one.

- Teaching Staff (teaching)**
 Administrative Staff (training and promotion)

Please return the registration form together with your syllabus (in the attachment), short bio and photo.

Short Bio of the Participant (Max. 200 words)

- Please enclose your CV, state your particular field of study/expertise, and attach your photo. This information is necessary both for academic and administrative staff.

IMPORTANT DEADLINES

Feb 15th, 2024 DEADLINE FOR REGISTRATION
INCLUDING REGISTRATION FORM, SHORT BIO, PHOTO, SYLLABUS

Mar 24th, 2024 ANNOUNCEMENT OF IW COURSES

April 24th, 2024 PARTICIPATION FEE PAYMENT

April 24th, 2024 DEADLINE FOR SENDING MATERIALS

COURSE MATERIALS (TEACHING STAFF)

PROMOTION MATERIALS (ADMINISTRATIVE STAFF)

International Week 2024
(6 May 2024 – 10 May 2024)

**DOKUZ EYLÜL UNIVERSITY FACULTY OF BUSINESS
COURSE SYLLABUS FOR
INTERNATIONAL WEEK 2024**

Course Title	
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Course Level*	() 2 nd Year	() 3 rd Year	() 4 th Year	() Graduate
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* The students in their 2nd, 3rd, or 4th years of undergraduate education can attend the International Week. Please indicate the level of your course for the target audience and keep in mind that bachelor degree is 4 years in Turkey and a student can graduate after the completion of 240 ECTS.

COURSE DESCRIPTION

COURSE OBJECTIVE

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LEARNING OUTCOMES

At the end of this course the learner is expected to,

- 1.
- 2.

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LEARNING AND TEACHING STRATEGIES

- 1.

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TEXT BOOK(S)/ REFERENCES / MATERIALS

- 1.

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COURSE POLICIES AND RULES

- 1.

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COURSE OUTLINE

DAY	TOPICS	NOTES
1		
2		
3		