

YOZGAT BOZOK UNIVERSITY

Faculty of Arts and Sciences Career Development Event — Summary Plan

1. General Information

Event	Faculty of Arts and Sciences Career Development Event
Dates	15 and 22 September 2026 (Tuesday)
Times	10:00–12:00 and 13:00–15:00 (2 sessions per day)
Number of sessions	4 sessions
Target audience	Students from all departments and year levels of the Faculty of Arts and Sciences
Assessment	1 pre-test + 1 post-test (administered online via Google Forms)
Organized by	Dean's Office, Faculty of Arts and Sciences

2. Programme Schedule

Date	Time	Session	Venue
15 September	10:00–12:00	I · Transition from University to the Workplace Seminar (Asst. Prof. Fatih KARS)	Conference Hall
16 September	13:00–15:00	II · CV Preparation and LinkedIn Workshop (Asst. Prof. Buse IŞIKHAN, Asst. Prof. Aytül UZUN AKGEYİK)	Conference Hall
22 September	10:00–12:00	III · Artificial Intelligence Tools Workshop (Asst. Prof. Abdullah KARACA)	Conference Hall
23 September	13:00–15:00	IV · Interactive Interview Simulation Workshop (Asst. Prof. Adem SEVİM, Asst. Prof. Mehmet Ünsal BARAK)	Conference Hall

Each session follows a 120-minute structure: 10 min opening and objectives · 45 min presentation/demonstration · 10 min break · 45 min hands-on practice/workshop · 10 min wrap-up and next steps. The pre- and post-tests are administered online and are not included in the session time.

3. Session Content

Session I — Transition from University to the Workplace Seminar

Purpose: To familiarize students with post-graduation career pathways and employer expectations and to foster early career planning habits.

Career pathways across Faculty of Arts and Sciences departments: public sector (KPSS/ÖABT/academia), private sector, entrepreneurship, NGOs, opportunities abroad, and postgraduate study.

Core competencies employers seek in new graduates; the importance of internships, projects, and volunteering.

Personal career plan: SMART goals, a 12-month roadmap, and networking.

Experience sharing by an invited graduate, followed by a question-and-answer session.

Session II — CV Preparation and LinkedIn Workshop

Purpose: To develop an ATS-compatible, impact-focused CV and a LinkedIn profile that attracts employers' attention.

CV sections and the one-page rule; compatibility with ATS (Applicant Tracking Systems).

Writing impact-focused bullet points: action verb + task/responsibility + measurable outcome.

LinkedIn profile: headline, About section, experience, Featured section, skills, and endorsements.

Practice: editing a draft CV and providing paired peer feedback.

Output: A draft CV and a completed LinkedIn checklist.

Session III — Artificial Intelligence Tools Workshop

Purpose: To use artificial intelligence tools effectively, critically, and ethically in career preparation and academic work.

AI conversational tools and how they work; hallucinations and limitations regarding up-to-date information.

Effective prompt writing: role, context, format, and example.

Career applications: job-posting analysis, cover-letter drafting, and interview-question generation; academic uses and their limitations.

Ethics: data privacy, source verification, and academic integrity.

Output: A personal prompt library and an AI-assisted draft cover letter.

Session IV — Interactive Interview Simulation Workshop

Purpose: To develop structured response techniques and self-confidence through realistic interview practice.

Interview types and frequently asked questions; a 60-second self-introduction.

Answering behavioural interview questions using the STAR technique (Situation–Task–Action–Result).

Non-verbal communication and online interview setup; thank-you email.

Simulation: candidate–interviewer–observer rotation and rubric-based feedback.

Output: A self-assessment and two concrete development goals.

4. Assessment and Evaluation

A single pre-test and a single post-test are administered for the entire programme; the two instruments are equivalent (the same self-efficacy statements and equivalent knowledge questions). The tests are prepared in Google Forms and shared with students online.

The pre-test remains open from 8 to 14 September, and the post-test from 22 to 26 September.

An anonymous “matching code” is used to compare each student’s pre- and post-test development.

Each correct answer to a knowledge question is worth 1 point; self-efficacy statements are rated on a 1–5 scale and are not scored.

Knowledge questions are graded automatically using the “Make this a quiz” mode in Google Forms; responses are linked to Google Sheets