

Course Code & Title

COURSE SYLLABUS

1. Welcome

[Write a short opening/welcome message that prepares students for the course in a positive and supportive tone.]

2. Instructor Information

Instructor	
Office & Office Hours	
E-mail	
CV link	

3. Course Overview

Semester	
Credits/ ECTS	
Classroom & Time	
Delivery Mode	☐ Face-to-Face ☐ Fully Online – Synchronous ☐ Fully Online – Asynchronous
Course Type	☐ Compulsory ☐ Elective
Prerequisite	(if applicable)

4. Course

Course Objectives

[List the overall objectives of the course.]

Course Learning Outcomes (CLOs)

[List measurable learning outcomes, e.g., "By the end of this course, you will be able to..."]

Course Alignment with the Sustainable Development Goals (SDGs)

☐ SDG 1 No Poverty	☐ SDG 2 Zero Hunger	☐ SDG 3 Good Health and Well-Being	☐ SDG 4 Quality Education	☐ SDG 5 Gender Equality	☐ SDG 6 Clean Water and Sanitation	☐ SDG 7 Affordable and Clean Energy	☐ SDG 8 Decent Work and Economic Growth	☐ SDG 9 Industry, Innovation and Infrastructure
☐ SDG 10 Reduced Inequalities	☐ SDG 11 Sustainable Cities and Communities	☐ SDG 12 Responsible Consumption and Production	☐ SDG 13 Climate Action	☐ SDG 14 Life Below Water	☐ SDG 15 Life on Land	☐ SDG 16 Peace, Justice and Strong Institutions	☐ SDG 17 Partnerships for the Goals	☐ This course is not directly related to any SDG.

5. Learning Experience

Instructional Strategies (Macro-level course design)	Teaching Methods (Main modes of instruction)	Teaching Techniques (Interaction and engagement tools)	Learning Activities (Student workload / ECTS- based tasks)	Learning Technologies (Digital tools & platforms)
☐ Expository Teaching ☐ Inquiry-Based ☐ Problem-Based ☐ Project-Based ☐ Research-Based ☐ Experiential ☐ Cooperative ☐ Other _____	☐ Lecture ☐ Discussion ☐ Case Study ☐ Problem Solving ☐ Experiment ☐ Simulation ☐ Field Study/ Practicum ☐ Other _____	☐ Questioning ☐ Brainstorming ☐ Group Work ☐ Role-Playing ☐ Expert Talk ☐ Panel / Debate ☐ Field Trip ☐ Other _____	☐ Group//Team Work ☐ Reading, Watching, Listening (<i>films, videos, podcasts, etc.</i>) ☐ Observation ☐ Presentation ☐ Writing/Reflection ☐ Self/ Peer Evaluation ☐ Internship ☐ Educational Game ☐ Other _____	☐ MS Teams ☐ Simulation Software ☐ AI Tools (e.g., CoPilot, ChatGPT, etc.) ☐ Web 2.0 Tools (eg., Menti meter, Padlet vb.) ☐ Virtual Lab ☐ Videos ☐ Podcasts ☐ Other _____

6. CLO, Assessment and AI Use

CLO No.	Assessment Component	Weight (%)	AI Use Level of the student *
	Assignment/Project		☐ AI Not Permitted ☐ Limited and Conditional Use ☐ Broad Use
	Midterm Exam		☐ AI Not Permitted ☐ Limited and Conditional Use ☐ Broad Use
	Quiz		☐ AI Not Permitted ☐ Limited and Conditional Use ☐ Broad Use

	Final exam	☐ AI Not Permitted ☐ Limited and Conditional Use ☐ Broad Use
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*The permitted use of AI for each assessment task will be specified in the relevant task instructions.

7. Rubrics

[For all non-exam assessments, indicate the platform where the grading rubric will be shared.]

8. Generative AI Policy

Bahçeşehir University AI Use Policy

In courses, you may use Microsoft Copilot and other generative AI tools to support your learning, in accordance with the guidelines set by your instructor. However, AI tools do not replace your responsibility for original thinking, analysis, interpretation, or academic work. You remain fully responsible for the academic integrity and originality of everything you submit. When using AI tools, you must comply with Bahçeşehir University's Artificial Intelligence Regulation, Academic Integrity Principles, regulations on the protection of personal data, and any course-specific requirements.

BAU Artificial Intelligence Regulation: <https://ai.bau.edu.tr/en/institutional/principles-policies/yz-mevzuati/>

Student AI Declaration (for each assignment)

If AI use is permitted or required for an assignment, you are expected to submit an AI Use Declaration Form with each assignment. If AI use is not permitted, do not use AI tools and do not submit a declaration.

STUDENT AI DECLARATION FORM

AI Tool(s) used	
Purpose of use	
Review and responsibility	I declare that I have reviewed the content generated by artificial intelligence, made the necessary revisions, and am responsible for the accuracy and academic integrity of the submitted work.
Student's full name	
Date and signature	

Citing AI Use in Your Work

When AI tools contribute to submitted work, you are expected to acknowledge this use clearly and cite the tool in accordance with the citation style **APA (7th ed.)**.

9. Academic Integrity

Academic integrity is a fundamental expectation in this course. You are responsible for ensuring that all work you submit is your own and complies with Bahçeşehir University's Academic Integrity Principles and course requirements. If there is a reasonable concern that you may have engaged in cheating, attempted cheating, plagiarism, unauthorized use of AI, or any other form of academic misconduct in an examination, assignment, project, or other assessment, the matter will be reviewed in accordance with Law No. 2547 and the relevant Bahçeşehir University regulations.

10. Course Policies

Communication

[Provide your preferred communication channels, expected response time, and the ethical and etiquette guidelines to be observed in communication.]

Attendance

[State attendance requirements and consequences.]

Digital Devices

[Specify here when and how digital devices (tablet, phone, etc.) may be used during class.]

Respectful Learning Environment

[Specify your expectations for respectful participation and conduct.]

Accessibility

At Bahçeşehir University, we care about ensuring that every student can participate in classes equally and comfortably. If you have any disability or specific learning need, we kindly ask you to contact the Bahçeşehir University Disabled Student Unit (<https://bau.edu.tr/content/4321-disabled-student-unit>) at the beginning of the semester so that we can provide you with the most appropriate support. Once you have shared your needs with the relevant unit, please inform me as well so that we can arrange the most suitable accommodations for you.

Privacy & Copyright

[Explain rules on recording class sessions and sharing course materials.]

Student Well-being

University life can sometimes be challenging, and seeking support during this process is entirely natural. The Bahçeşehir University Psychological Counseling and Guidance Center (PCGC) provides support to students in their personal, social, and academic development. For PCGC services, please visit: <https://bau.edu.tr/content/17144-psychological-counseling-and-guidance-center>

11. Learning Resources

[The required, optional, and supplementary/extended materials to be used in the course should be listed]

12. Weekly Learning Plan

Week	Course Learning Outcome No	Topic	Learning Activities	Before Class	Assessment
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

13. Student Success Guide

[Provide practical tips to help students succeed in this course, e.g., how to prepare for class, participate, seek feedback, and ask for help early.]

Date	Prepared by