

LA for Traineeship

TABLE A: Traineeship Programme at the Receiving Institution

ÖRNEK İÇERİKLER

ÖRNEK 1 (Öğrenim alanı: Rehberlik ve Psikolojik Danışmanlık)

Traineeship Title

Family counselling and education to immigrant families and psychological counselling to immigrant children and parents

Detailed programme of the traineeship

- Dealing with the psychological needs of children
- Guiding children in academic matters
- Supporting parents in effective parenting
- Dealing with the psychological needs of parents
- Helping students develop effective learning and study skills
- To support and increase the motivation of students by giving them a referral to higher education institutions suitable for their characteristics
- Organizing group guidance activities for the individual and social development of students with educational and vocational guidance.

Knowledge, skills and competences to be acquired by the end of the traineeship

- Knowledge of the psychological needs of Turkish children living abroad will be gained.
- Experience will be gained in providing psychological support to these children
- Experience will be gained in providing educational and vocational guidance
- Information about the psychological needs of children's parents will be obtained
- The relations of Turkish parents living abroad with their children will be observed
- Experience will be gained in helping these parents with effective parenting

Monitoring plan

- Monitoring will be done by the coordinator of the institute.
- Intern's work with students and parents will be observed.
- Students' opinions will also be taken in the evaluation.
- Parents' opinions will also be taken in the evaluation.

Evaluation plan

- Evaluation will be based on observation.
- Evaluation will be made after the intern's work every week.

ÖRNEK 2 (Öğrenim alanı: Biyoinformatik)

Traineeship Title

Bioinformatics analysis for molecular identification in fishes

Detailed programme of the traineeship

During the Erasmus+ traineeship at the laboratory of Prof. Anna Maria Pappalardo, the focus will predominantly be on applying bioinformatics techniques to various research projects including cellular biology. The traineeship will commence with an orientation session, familiarizing the intern with the ongoing research projects and the tools commonly utilized in the laboratory. Following this, the trainee will engage in hands-on sessions aimed at mastering bioinformatics tools and techniques pertinent to the research conducted by Dr. Pappalardo's team.

The programme will primarily consist of the following components:

1. Introduction to Research Projects: The trainee will gain insights into the various research projects led by Dr. Pappalardo, with a particular emphasis on projects involving molecular species identification through DNA barcoding and the molecular traceability of processed fish products.

2. Bioinformatics Analysis Training: A significant portion of the traineeship will be dedicated to mastering bioinformatics analysis techniques. This will involve learning how to perform sequence analysis for biomarker identification in fishes using bioinformatics tools and programming languages such as R.

3. Practical Work on Research Projects: The trainee will actively contribute to ongoing research projects by applying bioinformatics analyses to datasets generated by Prof. Pappalardo's team. This will involve performing data processing, statistical analysis, and visualization of results using R and other bioinformatics software.

Knowledge, skills and competences to be acquired by the end of the traineeship

By the conclusion of the traineeship, the intern is expected to acquire the following knowledge, skills, and competences:

1. Proficiency in utilizing bioinformatics tools and programming languages, particularly R, for analyzing molecular and morphological data in the context of fish identification.
2. Understanding of the principles underlying DNA barcoding, and biomarker identification for environmental contaminants.
3. Ability to independently conduct bioinformatics analyses, interpret results, and generate insightful visualizations to aid in scientific interpretation.
4. Enhanced problem-solving skills, critical thinking abilities, and adaptability to diverse research settings.

Monitoring plan

The progress of the trainee will be monitored through regular check-ins with Prof. Pappalardo or designated members of her research team. These check-ins will provide opportunities to discuss the trainee's experiences, challenges encountered, and achievements throughout the duration of the traineeship. Additionally, the trainee will maintain a logbook documenting her daily activities, including the tasks undertaken, methodologies employed, and outcomes achieved.

Evaluation plan

The trainee will be evaluated based on her performance and contributions to the research projects, as well as her attainment of the expected learning outcomes outlined above. Evaluation criteria may include the quality of bioinformatics analyses conducted, the clarity and accuracy of data visualizations generated, and the level of engagement and initiative demonstrated during practical work sessions. Feedback will be provided periodically to guide the trainee's development and ensure a fruitful learning experience.

ÖRNEK 3 (Öğrenim alanı: Yazılım Mühendisliği)

Traineeship Title

Field Application Engineering

Detailed programme of the traineeship

- Answering technical questions raised by the existing customers
- Developing Edge AI applications on our hybrid cloud platform
- Maintaining company website updates

Knowledge, skills and competences to be acquired by the end of the traineeship

The traineeship is designed to provide an in-depth understanding of Edge AI applications and hybrid cloud platforms. It aims to enhance the trainee's problem-solving capabilities and proficiency in website maintenance. Furthermore, the trainee will have the opportunity to refine his communication skills and learn to effectively collaborate within a professional team setting.

Monitoring plan

The traineeship will be monitored through regular, structured meetings with the assigned supervisor. These meetings will serve as a platform for discussing the trainee's progress, addressing any challenges encountered, and sharing insights gained. Additionally, the trainee will be encouraged to actively participate in team discussions, fostering a collaborative work environment and facilitating knowledge exchange.

Evaluation plan

The evaluation of the traineeship will be conducted based on feedback from the supervisor and team members, focusing on the trainee's technical skills, communication abilities, and teamwork. At the conclusion

of the traineeship, the trainee will be asked to submit a reflective report discussing the skills acquired, challenges encountered, and the influence of the traineeship experience on their future career aspirations.

ÖRNEK 4 (Öğrenim alanı: Tıp)

Traineeship Title

Trainee in cardiology department

Detailed programme of the traineeship

The trainee will be in three different departments. All three applications for internship were approved as follows:

Practice Term: 15.07.2024- 02.08.2024

Practice Workplace: Department of arrhythmias and cardiac stimulation

Practice Term: 05.08.2024- 30.08.2024

Practice Workplace: Department for congenital heart defects in

Practice Term: 02.09.2024- 15.09.2024

Practice Workplace: Department of Interventional Cardiology

Knowledge, skills and competences to be acquired by the end of the traineeship

1. Evaluating the basic symptoms and signs of heart diseases and being able to proceed with differential diagnosis.
2. Assessing commonly used laboratory and imaging methods in cardiology practice.
3. Being able to explain the pathophysiology of heart diseases.
4. Explaining when and under what circumstances to refer a patient to a cardiologist.
5. Ability to analyse and solve problems.
6. Teamwork with people from different

Monitoring plan

The trainee will be monitored and evaluated by the supervising member of staff.

Evaluation plan

Evaluation and catch-up meetings with the supervising member of staff.

ÖRNEK 5 (Öğrenim alanı: Arkeoloji)

Traineeship Title

Assistant for archaeological research

Detailed programme of the traineeship

The trainee will play a vital role in documenting the materials unearthed during the surveys and excavations conducted in "Berytus" and "Coasts of Caria Khersonesos". She will be responsible for identifying artifacts and creating a catalogue. The trainee will classify these materials and conduct a literature review. Additionally, she will learn new methods and techniques used in documenting materials found in excavations and surveys. Furthermore, researchers working on our projects will be informed about the use of Remote Sensing Technologies in archaeology. The trainee will be informed about the Geographic Information System (GIS), which is used to collect geographical information, transfer it to the computer environment, store, process, analyse, and present it. With this program, she will learn how to manage archaeological excavation sites, create the necessary graphic drawings by transferring maps of archaeological and historical regions to digital media, store scanned drawings, documents, photographs, and more, create an electronic archive.

Knowledge, skills and competences to be acquired by the end of the traineeship

The trainee will have the opportunity to become acquainted with the artifacts unearthed during excavations and surveys in Caria and Beirut. With GIS, she will have a powerful tool at her disposal to manage archaeological data efficiently and effectively. By learning to transfer geographical information into digital formats, she can create accurate maps of excavation sites and historical regions, which are essential for understanding spatial relationships in archaeology. Additionally, the ability to store and analyze various types of data such as scanned drawings, documents, and photographs, will streamline her research process and

contribute to building a comprehensive electronic archive. Overall, mastering GIS will undoubtedly enhance her skills and capabilities in archaeological research and data management. The trainee will have the opportunity to utilize library resources and work with an international team. It will contribute to her academic development and provide her with the opportunity to collaborate with researchers who have studied at different universities around the world and participated in excavations. This will provide her with the chance to become closely familiar with new cultures. This will enhance her foreign language skills in the process.

Monitoring plan

The trainee will be monitored by her mentor in real life, supported with information about details of mentor's work. The daily activities of the trainee and the tasks to be completed will be tracked. This will be done through a written journal and project management tools. At regular intervals, the trainee's progress will be assessed. Daily communication will be maintained between the trainee and the supervisor. Throughout the traineeship, the trainee's work will need to be reported. At the end of the traineeship, the trainee's performance will be evaluated, and feedback will be provided.

Evaluation plan

The trainee's achievements and encountered challenges will be assessed to determine in which areas they have excelled and where they have potential for further development. Clear and constructive feedback will be provided on the trainee's performance, highlighting their strengths while also identifying areas for improvement. Recommendations will be offered for the trainee's future development, including suggestions for enhancing specific skills, gaining more experience, or focusing more on certain areas. The final evaluation will assess the overall performance of the trainee. A certificate of completion of training will be issued.

ÖRNEK 6 (Öğrenim alanı: Sosyoloji)

Traineeship Title

Social Research Intern

Detailed programme of the traineeship

The trainee activities will be within the assist with the planning of developing research projects with the company to test theories on social issues, suggest innovative ideas for engaging content, assisting in the implementation of the company's social strategy by conducting various analyses and research, providing strategic feedback on this matter, collecting data within the company and observing group interactions and role relationships to identify problems, evaluate progress, and determine the need for change.

Knowledge, skills and competences to be acquired by the end of the traineeship

- Communication in foreign languages
- Intercultural relations and work in multicultural project team
- Teamwork
- Analytical thinking
- Organization and communication skills
- Task and time management
- Sociological research methods
- Digital literacy and online collaboration tools
- Research design and data analysis

Monitoring plan

The trainee will be monitored by the director from the receiving organization, who will provide regular feedback and guidance on the trainee's tasks and deliverables.

- The trainee will submit a monthly report to the director, summarizing the activities, achievements, and challenges of the week, as well as the learning outcomes and skills acquired or improved.
- The trainee will also participate in group meetings with other trainees and staff members from the receiving organisation, where they will share their experiences, exchange ideas, and receive feedback from peers and colleagues.

Evaluation plan

The trainee will be evaluated by the director from the Receiving Organization/Enterprise, who will use a rating scale to assess the trainee's performance on the tasks and deliverables, as well as the learning outcomes and skills acquired or improved during the traineeship. The director will review the all reports, and interview with the trainee at the end of the mobility period. The evaluation results will be communicated to the trainee in a feedback session, where the trainee will have the opportunity to reflect on their strengths and improvement, as well as to provide feedback on the traineeship experience.

ÖRNEK 7 (Öğrenim alanı: Bilişim Sistemleri Mühendisliği)

Traineeship Title

Front-end Development

Detailed programme of the traineeship

Week 1 -2: Orientation and setup React basics: components, props, state TypeScript fundamentals: syntax, types, interfaces

Week 3-4: React hooks: useState, useEffect, useContext React Router and Navigation Project: Building a simple React application with TypeScript

Week 5-6: Generics, Union types, intersection types, advanced type inference and type manipulation

Week 7-8: Redux or Context API for state management, testing React applications with Jest and React Testing Library

Week 9-10: Exploring popular component libraries (e.g., Material-UI, Ant Design) CSS-in-JS and styling approaches

Week 11: Work on a larger-scale project incorporating learned concepts, code optimization and performance tuning, finalize project for presentation, present your final project to mentors and peers Receive feedback and suggestions for improvement

Knowledge, skills and competences to be acquired by the end of the traineeship

By the end of the traineeship, participants are expected to understanding of React's component-based architecture, props, state management, and lifecycle methods.

Ability to integrate TypeScript seamlessly with React applications, ensuring type safety and code robustness.

Ability to implement efficient state management solutions to maintain application state and ensure data consistency.

Proficiency in writing unit tests for React components using testing frameworks like Jest and React Testing Library.

Competence in implementing frontend design patterns and architectural patterns to address common challenges and improve code maintainability.

Effective communication skills for collaborating with team members, stakeholders, and clients.

Time management and organizational skills for managing project tasks, priorities, and deadlines effectively.

Monitoring plan

Schedule weekly or bi-weekly progress meetings with the trainee to discuss their progress, challenges, and goals.

Define clear milestones for each project or assignment throughout the traineeship period.

Conduct regular code reviews of the trainee's projects and assignments.

Establish open channels for the trainee to provide feedback on the traineeship program, including content, structure, and support.

Generate regular reports summarizing the trainee's performance, areas of improvement, and achievements

Encourage mentors to regularly check in with the trainee and offer assistance as needed.

Evaluation plan

Assess the trainee's proficiency in React and TypeScript, as well as their ability to apply learned concepts in practical projects.

Measure the trainee's progress towards achieving the expected learning outcomes outlined for the traineeship.

Gather feedback from mentors, supervisors, and other relevant stakeholders on the trainee's performance and contributions.

Assess the trainee's ability to meet project deadlines, adhere to project requirements, and implement best practices in React development.

Conduct a comprehensive evaluation at the end of the traineeship period to assess the trainee's overall performance and achievements.

Gather feedback from mentors, supervisors, and other relevant stakeholders on the trainee's performance and contributions

ÖRNEK 8 (Öğrenim alanı: Fizyoterapi ve Rehabilitasyon)

Traineeship Title

Physiotherapy trainee at the rehabilitation centre of the university

Detailed programme of the traineeship

- Recent graduate internship activity as a physiotherapist at the rehabilitation centre
- Responsible for the treatment of neurological and orthopaedic diseases
- Improving cooperation skills in team work.
- Improving communication skills working with individuals with illness.
- Communicating and working in health or community services.
- Managing legal and ethical compliance.
- Helping patients recover from accident, illness or injury.
- Organising therapeutic physical exercise sessions.
- Applying medical terminology appropriately.
- To offer and follow up patient-specific physiotherapy programs.
- Creating and supporting physiotherapy programs for mobility.

Knowledge, skills and competences to be acquired by the end of the traineeship

- Trainee will become competent in rehabilitation technics, patient health care and analysis, report generation, medication programming skills, presentations and communication.
- The trainee will enrich the studies and will improve his career prospects with this internship experience.

Monitoring plan

Regular weekly reports on the actual work done and regular physical therapy meetings with his supervisor.

Evaluation plan

After the internship, trainee will be evaluated by his supervisor and receive traineeship certificate with the mark.

ÖRNEK 9 (Öğrenim alanı: İngilizce Öğretmenliği)

Traineeship Title

Teacher's assistant in English teaching

Detailed programme of the traineeship

Stage 1: Induction: Student's integration in school life. Observing teaching and learning at school.

Stage 2: Proactive Integration: Increasing collaboration in the classroom. Developing intercultural awareness

Stage 3: Professional Consolidation: Gaining independence in lesson planning. Evaluating student's own professional development

Stage 4: Total Immersion: Taking maximum responsibility in teaching. Practising critical self-assessment

Knowledge, skills and competences to be acquired by the end of the traineeship

Raise children's enthusiasm and motivation in language lessons and contribute to learning resources for the children.

Plan and evaluate lesson plans in discussion with their host teacher.

Prepare lessons taking into consideration students' different levels.

Continue to plan some lessons or parts of lessons with host teachers while beginning to plan lessons independently.

Have greater responsibilities for teaching a variety of curricular subjects: maths, science, environmental studies, etc.

Evaluate their own teaching and experience.

Reflect on how culture underpins classroom pedagogy.

Reach conclusions on the two education systems and the primary pedagogical approaches within them.

Achieve enhanced accuracy, fluency and confidence across the curriculum, with correct usage of technical and subject specific language.

Monitoring plan

The trainee will be monitored during the traineeship by both the sending institution and the receiving organization. If the student or the hosting company does not respect what is stated in this agreement, both the trainee and the receiving organization can contact the sending institution any time during the traineeship, to point out and solve any upcoming problems.

Evaluation plan

Following traineeship assessment criteria will apply:

1. Performance: Business awareness, working method, planning skills, prioritizing skills
2. Attitude towards work: Professionalism, responsibility, involvement, enthusiasm, integrity, speed of working
3. Social and communication skills: integration with staff, relationships with stakeholders, adaptation to organization rules
4. Underlying competencies: Flexibility, creativity, ability to handle work pressure and conflicts
5. Language skills acquired in workplace language(s)

ÖRNEK 10 (Öğrenim alanı: Kamu Yönetimi)

Traineeship Title

Research intern

Detailed programme of the traineeship

- Familiarize with the administration system and foreign policy in the host country.
- To reach qualitative data about development of international relationship, progress of foreign policy and common ground between Turkey and Hungary by observing academic research in the institute.
- To gain new experiences on research strategies and qualitative research methods by following the studies (especially on the European Union, migration and diasporas) of the institute.
- To gain new experience that can enable comparison of two countries' public administration and international relations approach.

Knowledge, skills and competences to be acquired by the end of the traineeship

- Gain theoretical and practical experiment on strategic researches.
 - Following current researches on migration, diaspora and foreign policy in the institute, in this way to obtain outcomes for new comparative researches between Turkey and Hungary
 - To gain experience by assisting with the research performed at the institute and the work of researchers.
- Gaining inter-cultural work experience and internalizing different perspectives.

Monitoring plan

Monitoring will be done by the coordinator. Intern's work will be observed for assessing the trainee's skills regarding adaptability, communication, teamwork, decision-making, and organization.

Evaluation plan

Evaluation will be based on observation made after the intern's work at the end of every week.