University of Kyrenia

Faculty of Maritime Studies

Maritime Management

Syllabus

Course name: Introduction to Information Technologies							
Code	**Year**	**Semester**	**Credit**	**ECTS**	**Course application, Hour/Week**		
					Theoretical	**Application**	**Laboratory**
CMP102	I	Spring	3	3	3	0	0
Course type: Compulsory Elective				**Prerequisite: x**		**Language:** English	
% Contribution to the Professional Fundamental Component				**Basic Sciences**	**Engineering Science**	**Engineering Design**	**General Education**
				-	-	-	100
Course Venue and Time				Wednesday / 08:30 – 11:20			
Instructor information				**Aydoğan Erkan** Faculty of Maritime Studies Friday / 09:00 – 12:00 +90 (392) 650 26 00 / 4060 aydogan.erkan@kyrenia.edu.tr www.kyrenia.edu.tr			

Course Description	This course provides a comprehensive introduction to the fundamental concepts and applications of information technologies. Students will explore the internal components of computer systems, understand the roles of hardware and software, and examine the principles of system and application software. The course also covers the use of input/output and storage devices, the organization and management of data, and the fundamentals of the Internet and the World Wide Web. Practical skills in commonly used productivity software, including Microsoft Word and Excel, are emphasized to develop students' ability to create, format, manage, and present digital documents and data effectively. By the end of the course, students will have a solid foundation in both the theoretical and practical aspects of information technologies, enabling them to apply IT skills in academic, professional, and everyday contexts.
Course Aims and Objectives	The aim of this course is to provide students with a solid understanding of the principles, components, and applications of information technologies. It seeks to develop both theoretical knowledge and practical skills, enabling students to effectively use digital tools and software for personal, academic, and professional purposes. The course also emphasizes the critical role of IT in modern society and introduces students to best practices in data management, document preparation, and digital communication. • Understand the internal structure and components of computer systems, including the system unit, input/output, and storage devices. • Explain the functions and types of system software and application software. • Navigate and utilize the Internet and the World Wide Web for information retrieval and communication. • Develop proficiency in word processing, including document creation, editing, formatting, and management using Microsoft Word. • Apply spreadsheet skills in Microsoft Excel to organize, analyze, and present data effectively. • Demonstrate the ability to integrate graphical objects, tables, and other visual elements into digital documents. • Apply IT knowledge to solve practical problems and complete tasks efficiently in academic and professional contexts.
	CLO1 – Computer Systems Fundamentals: Demonstrate a clear understanding of the basic components and functions of computer systems, including the system unit, input/output devices, and storage technologies.

Course Learning Outcomes	**CLO2 – System and Application Software:** Explain the roles, functionalities, and practical applications of system software and application software in computing environments. **CLO3 – Internet and Web Navigation:** Navigate and utilize the Internet and the World Wide Web effectively for research, communication, and information retrieval. **CLO4 – Word Processing – Basic:** Create, edit, format, and manage documents using Microsoft Word, including tables, graphical objects, and print-ready layouts. **CLO5 – Word Processing – Advanced:** Apply advanced document management techniques, such as organizing, revising, and sharing digital documents. **CLO6 – Spreadsheet Skills – Basic:** Use Microsoft Excel for data entry, formatting, basic calculations, and creating charts and visual representations of data. **CLO7 – Spreadsheet Skills – Advanced / Data Analysis:** Apply formulas, functions, and analytical tools in spreadsheets to solve practical problems and visualize data. **CLO8 – Problem-Solving and Critical Thinking:** Develop problem-solving and critical thinking skills through practical exercises and the application of IT tools. **CLO9 – IT for Academic and Professional Tasks:** Demonstrate proficiency in using IT applications to support academic, professional, and personal tasks. **CLO10 – Integrated IT Applications:** Combine multiple IT skills and software tools to increase productivity, organize information, and communicate effectively across various contexts.

Content of the Course

Week	*Subject*
1	**Course Introduction and Syllabus Overview** • Overview of the course objectives, learning outcomes, and assessment methods • Importance of information technologies in modern society and professional life • Understanding basic IT terminology and concepts
2	**Inside the System Unit** • Components of a computer system: CPU, memory, motherboard, and power supply • Types of computers: desktops, laptops, servers, embedded systems • How the system unit interacts with input/output devices and storage
3	**Input, Output, and Storage Devices** • Input devices: keyboard, mouse, scanner, digital cameras • Output devices: monitors, printers, speakers • Storage devices: HDDs, SSDs, optical disks, flash drives, cloud storage • Comparison of storage technologies and their performance metrics
4	**System Software** • Operating systems: purpose, types, and examples (Windows, Linux, macOS) • Utility software: file management, antivirus programs, disk management • Boot process and system configuration
5	**Application Software** • Difference between system software and application software • Categories: productivity software, multimedia software, database software • Overview of common office applications and specialized software
6	**The Internet and the World Wide Web** • History and development of the Internet • Internet services: email, VoIP, cloud computing, file sharing • Web technologies: browsers, search engines, websites, web security basics
7	**Midterm Exam** • Review of Weeks 1–6 • Assessment covering theory and practical knowledge of computer components, software, and internet basics
8	**Introduction to Word** • Basic interface and navigation of Word • Creating, opening, saving, and closing documents • Understanding document templates and styles
9	**Editing Documents** • Selecting, copying, cutting, and pasting text • Using Undo, Redo, Find, and Replace features • Inserting symbols, hyperlinks, and page breaks
10	**Formatting Text** • Font styles, sizes, and colors • Paragraph formatting: alignment, indentation, spacing • Applying bullets, numbering, and multilevel lists
11	**Managing Documents & Working with Tables** • Using headers, footers, and page numbers • Creating, formatting, and modifying tables

	• Sorting and calculating data in tables
12	**Working with Graphical Objects** • Inserting and formatting images, shapes, and SmartArt • Using WordArt, text boxes, and charts • Arranging objects and layering techniques
13	**Printing Documents & Revision** • Document layout and page setup • Print preview, printing options, and print settings • Revision strategies: reviewing changes, comments, and track changes
14	**Introduction to Excel** • Understanding spreadsheet concepts and the Excel interface • Creating and saving workbooks • Entering data, basic formulas, and simple functions • Introduction to charts and basic data visualization
15	**Final Exam** • Comprehensive assessment covering Word, Excel, and general IT concepts • Practical exercises and problem-solving tasks

Methods and Techniques used in the Course

Lectures and Interactive Presentations: Detailed explanations of IT concepts, system components, and software applications, supported by slides, diagrams, and live demonstrations.

Hands-on Laboratory Exercises: Practical sessions in computer labs for students to apply concepts, including document creation in Word and spreadsheet operations in Excel.

Guided Tutorials: Step-by-step instruction on performing tasks, troubleshooting errors, and mastering software functions.

Case Studies and Problem-Solving Exercises: Real-world scenarios to develop critical thinking and application skills.

Group Work and Collaborative Projects: Encouraging teamwork to complete tasks and projects using IT tools.

Quizzes and Formative Assessments: Regular in-class or online quizzes to reinforce understanding and track progress.

Independent Assignments and Practice Tasks: Homework and exercises to consolidate skills learned in class.

Discussion and Question-Answer Sessions: Opportunities for students to clarify concepts, discuss challenges, and explore advanced applications.

Demonstrations of Internet and Web Tools: Practical exposure to searching, browsing, and using web-based resources effectively.

Sample Questions

Multiple Choice Questions (MCQs):

- Which of the following is an example of an input device?
  a) Monitor
  b) Keyboard
  c) Printer
  d) Speaker
- What is the primary function of system software?
  a) Create documents
  b) Control and manage hardware
  c) Browse the internet
  d) Format spreadsheets

True/False Questions:

- The CPU is considered the brain of the computer. (True/False)
- Excel cannot be used for data analysis. (True/False)

Short Answer Questions:

- Explain the difference between system software and application software.
- List three types of storage devices and briefly describe each.

Practical/Applied Questions:

- Create a Word document including a table and insert a graphical object.
- Using Excel, create a simple spreadsheet to calculate the total cost of items and apply a formula for automatic summation.

Scenario-Based Questions:

- Your manager asks you to prepare a report including text, tables, and images. Which software would you use, and which steps would you follow to ensure proper formatting and presentation?
- A company wants to organize its employee data in a spreadsheet. Explain how you would structure the data and which Excel functions could help in summarizing information.

Essay/Long Answer Questions:

- Discuss the role of the Internet and World Wide Web in modern business and education.
- Explain the components of a system unit and their functions in detail.

Materials Used in the Course

Textbooks and Reference Books:

- Shelly, G. B., Vermaat, M. E. *Discovering Computers 2019: Digital Technology, Data, and Devices.* Cengage Learning.
- Frydenberg, Mark. *Microsoft Office 2019 Step by Step.* Microsoft Press.
- Tanenbaum, Andrew S. *Structured Computer Organization.* Pearson.

Software Applications:

- Microsoft Word (2010 or later)
- Microsoft Excel (2010 or later)
- Web browsers (Chrome, Firefox, Edge) for Internet and WWW exercises
- Operating systems: Windows or MacOS

Hardware Tools:

- Desktop or laptop computers
- Input devices: keyboard, mouse, scanner
- Output devices: monitor, printer
- Storage devices: external hard drives, USB flash drives

Online Resources and Tutorials:

- Microsoft Office official tutorials and help guides
- Online IT courses (e.g., Coursera, Khan Academy) for additional practice
- Interactive simulations for understanding system units, storage, and networking

Lecture Materials and Handouts:

- Instructor-prepared lecture slides and notes
- Step-by-step manuals for Word and Excel exercises
- Sample projects and templates for hands-on practice

Multimedia Tools:

- Videos demonstrating software usage
- Interactive exercises and quizzes for reinforcing concepts

All the above listed books are available at UoK's Grand Library

Program Outcomes Matrix

	Program Outcomes	*Level of Contribution				Targeted Competence Areas
		0	1	2	3	
1	Demonstrate fundamental knowledge of maritime business, shipping operations, port management, and international logistics.				✓	Maritime Business & Operations
2	Apply principles of management, economics, and finance to ship operations, chartering, brokerage, and maritime organizational decision-making.				✓	Maritime Economics & Management
3	Understand and interpret international maritime law, conventions, and trade regulations including SOLAS, MARPOL, UNCLOS, and INCOTERMS.				✓	Maritime Law & Policy
4	Plan and manage port and terminal operations efficiently, considering cargo handling systems, port logistics, and intermodal transport networks.				✓	Port & Terminal Operations Management
5	Employ digital tools and data-driven approaches in ship management, fleet performance monitoring, and maritime logistics systems.				✓	Digital Maritime Operations
6	Integrate sustainability, environmental protection, and decarbonization principles into maritime and logistics operations in line with IMO GHG strategy.			✓		Sustainability & Green Shipping
7	Demonstrate competence in maritime risk assessment, safety management systems (ISM Code), and crisis response in ship and shore-based contexts.			✓		Safety & Risk Management
8	Exhibit leadership, teamwork, and communication skills necessary for multicultural and interdisciplinary maritime organizations.				✓	Leadership & Intercultural Communication
9	Apply marketing, logistics, and supply chain strategies to global shipping and maritime transport sectors.				✓	Global Logistics & Supply Chain Management
10	Prepare and analyze charter parties, bills of lading, and other shipping documents while managing cargo claims and marine insurance issues.				✓	Maritime Documentation & Insurance
11	Utilize effective business English and Maritime English for negotiation, correspondence, and documentation within international maritime contexts.			✓		Maritime Communication & Professional English
12	Demonstrate ethical awareness, corporate responsibility, and adherence to international professional standards in maritime and logistics management.			✓		Ethics & Corporate Responsibility
13	Develop research skills and analytical thinking to identify, evaluate, and solve complex problems in maritime transport and logistics systems.			✓		Analytical Thinking & Research Skills
14	Adapt to innovations such as digitalization, automation, and smart shipping technologies through continuous professional development.				✓	Innovation & Lifelong Learning
15	Apply entrepreneurship and strategic management principles to establish or develop maritime-related enterprises in a competitive global environment.			✓		Entrepreneurship & Strategic Management

***0:** No Contribution **1:** Little Contribution **2:** Partial Contribution **3:** Full Contribution

Program Outcomes /Course Learning Outcomes Matrix **Level of Contribution**:**0**-No Contribution **1**-Little Contribution **2**-Partial Contribution **3**-Full Contribution										
PO	**CLO1**	**CLO2**	**CLO3**	**CLO4**	**CLO5**	**CLO6**	**CLO7**	**CLO8**	**CLO9**	**CLO10**
PO1	3	3	2	2	3	2	2	2	2	2
PO2	1	1	2	2	1	2	2	2	3	2
PO3	2	2	2	1	2	2	3	3	2	2
PO4	1	1	1	1	2	3	3	1	1	2
PO5	3	1	3	2	2	2	2	2	3	2
PO6	2	2	2	2	3	2	3	2	2	2
PO7	1	1	1	1	1	1	1	1	1	1
PO8	1	1	1	1	0	1	1	1	1	1
PO9	1	1	1	1	1	1	1	1	0	1
PO10	1	1	2	3	3	2	1	1	1	3
PO11	1	1	1	1	1	1	1	1	1	2
PO12	1	1	1	1	1	1	1	1	1	2
PO13	1	1	2	3	3	2	1	1	1	3
PO14	1	1	2	3	3	2	1	1	1	3
PO15	1	1	2	3	3	2	1	1	1	3

Course Learning Outcomes/ Evaluation Method		
CLO	**Teaching Method**	**Assessment Method**
CLO1 – Computer Systems Fundamentals	Lecture, Multimedia Presentation, Demonstration	Quizzes, Midterm Exam, Assignments
CLO2 – System and Application Software	Lecture, Tutorials, Case Studies	Quizzes, Assignments, Midterm Exam
CLO3 – Internet and Web Navigation	Lecture, Hands-on Practice, Online Exercises	Practical Exercises, Assignments, Quizzes
CLO4 – Word Processing – Basic	Lecture, Demonstration, Hands-on Training	Lab Reports, Practical Exams, Assignments
CLO5 – Word Processing – Advanced	Guided Exercises, Project Work, Workshops	Project Reports, Practical Exams, Lab Exercises
CLO6 – Spreadsheet Skills – Basic	Lecture, Hands-on Training, Tutorials	Lab Reports, Practical Exercises, Quizzes
CLO7 – Spreadsheet Skills – Advanced / Data Analysis	Problem-Solving Exercises, Case Studies, Hands-on Practice	Lab Reports, Project Work, Practical Exams
CLO8 – Problem-Solving and Critical Thinking	Scenario-Based Exercises, Group Discussions, Hands-on Practice	Assignments, Practical Exams, Quizzes
CLO9 – IT for Academic and Professional Tasks	Lecture, Guided Projects, Tutorials	Project Reports, Assignments, Quizzes
CLO10 – Integrated IT Applications	Integrated Exercises, Case Studies, Group Projects	Project Reports, Practical Exams, Lab Exercises

ECTS / Workload Table			
Activities	**Number**	**Duration (Hours)**	**Total Workload**
Preparation for lectures	**15**	**1**	**15**
Lectures	**15**	**3**	**45**
Midterm Exam	**1**	**3**	**3**
Preparation for Midterm Exam	**1**	**20**	**20**
Final Exam	**1**	**3**	**3**
Preparation for Final Exam	**1**	**20**	**20**
Presentation(s)	-	-	-
Preparation for Presentation(s)	-	-	-
Research for Project(s)/Essay(s)	-	-	-
Project Writing	-	-	-
Group Work	-	-	-
In-class Discussion(s)	-	-	-
Quiz(es)	-	-	-
Preparation for Quiz(es)	-	-	-
Laboratory	-	-	-
Assignment(s)/Homework/Class Works	-	-	-
Micro-Teaching Sessions	-	-	-
Lesson Planning	-	-	-
Materials Adaptation	-	-	-
Material Development	-	-	-
Draft Preparation	-	-	-
Drawing	-	-	-
Essay Writing	-	-	-
Tutorial(s)	-	-	-
Portfolio Preparation	-	-	-
Portfolio Presentation	-	-	-
Total Workload			**106**
ECTS Credit			**3**

Evaluation System		
Semester Requirements	**Number**	**Percentage of Grade**
Attendance/Participation	-	-
Laboratory	-	-
Application	-	-
Field Work	-	-
Special Course Internship (Work Placement)	-	-
Homework/Assignments	-	-
Providing reliability and motivation of the individual homework completion and Submission	-	-
Presentation/Jury	-	-
Project	-	-
Quiz	-	-
Midterms/Oral Exams	1	40
Final/Oral Exams	1	60
Total	**2**	**100**

	Percentage	**Course Grade**	**Coefficient**
Grading Policy	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
	Less than 70% attendance	NA	-
Course Requirements and Policies	• Alerted attendance at the lectures is essential! • Students are expected to check frequently the instructor's web page for the course announcements. • University of Kyrenia honor code will be strictly enforced regarding any issues concerning cheating.		

University of Kyrenia

Faculty of Maritime Studies

Maritime Management

Syllabus

Course name: Principles of Management							
Code	**Year**	**Semester**	**Credit**	**ECTS**	**Course application, Hour/Week**		
					Theoretical	**Application**	**Laboratory**
EAS104	I	Spring	3	5	3	0	0
Course type: Compulsory				**Prerequisite: x**		**Language:** English	
% Contribution to the Professional Fundamental Component				**Basic Sciences**	**Engineering Science**	**Engineering Design**	**General Education**
				-	-	-	100
Course Venue and Time				Monday / 09:30 – 12:20			
Instructor information				**Assist. Prof. Emete Toros** Faculty of Administrative Sciences and Economics Wednesday / 09:00 - 12:00 +90 (392) 650 26 00 / 4060 emete.toros@kyrenia.edu.tr www.kyrenia.edu.tr			

Course Description	This course provides a comprehensive introduction to the fundamental concepts, functions, and practices of management within modern organizations. It explores the roles and responsibilities of managers, including planning, organizing, leading, and controlling, and examines how these functions contribute to effective organizational performance. Students will study key management theories, decision-making processes, organizational structures, motivation and leadership principles, as well as contemporary issues such as globalization, ethics, diversity, and technological change. By integrating real-world examples and case studies, the course aims to develop students' understanding of managerial practices and their ability to apply management principles in business environments.
Course Aims and Objectives	The aim of this course is to provide students with a solid foundation in the core principles, theories, and practices of management, enabling them to understand how organizations operate and how managerial decisions influence overall performance. The course equips students with the knowledge and skills necessary to analyze managerial functions, evaluate organizational processes, and apply effective management strategies in diverse business environments. • Understand the fundamental concepts, roles, and functions of management. • Explain the evolution of management theories and their relevance to contemporary organizations. • Analyze the planning process and apply basic planning tools and techniques. • Evaluate different organizational structures and the principles of effective organizational design. • Understand leadership theories and apply leadership principles to real-world managerial situations. • Examine motivation theories and assess their application in managing people. • Develop effective communication strategies for managerial contexts. • Analyze decision-making processes and apply problem-solving techniques. • Understand the importance of ethics, social responsibility, and diversity in management. • Evaluate global trends, technological developments, and current challenges affecting modern management practices.
	CLO1. Define core management concepts, principles, roles, and functions. **CLO2.** Explain the historical evolution of management thought and

Course Learning Outcomes	evaluate major management theories. **CLO3.** Analyze the planning process and apply basic planning tools to organizational scenarios. **CLO4.** Identify different organizational structures and assess their effectiveness in various business contexts. **CLO5.** Explain leadership theories and demonstrate the ability to apply appropriate leadership styles in managerial situations. **CLO6.** Evaluate major motivation theories and propose strategies to enhance employee performance and satisfaction. **CLO7.** Demonstrate effective communication skills required for managerial interactions and organizational processes. **CLO8.** Analyze decision-making models and apply problem-solving techniques to real or simulated management problems. **CLO9.** Assess ethical issues, social responsibility considerations, and diversity challenges within modern organizations. **CLO10.** Examine the impact of globalization, technology, and contemporary trends on management practices and organizational performance.

Content of the Course

Week	*Subject*
1	Introduction to Management: Definitions, Roles, and Skills
2	Evolution of Management Thought: Classical, Behavioral, and Modern Approaches
3	Week 3: Organizational Environments and Organizational Culture
4	Planning Function: Types of Plans, Planning Tools, and Techniques
5	Strategic Management: Vision, Mission, SWOT, and Competitive Strategies
6	Decision-Making: Models, Stages, and Problem-Solving Techniques
7	Organizational Structure and Design: Mechanistic vs. Organic, Departmentalization
8	Midterm Review & Consolidation of Key Concepts
9	Leadership: Traits, Behavioral, and Contingency Theories
10	Motivation: Major Theories and Managerial Applications
11	Communication in Organizations: Processes, Barriers, and Effective Communication
12	Week 12: Managing Teams and Groups: Team Dynamics and Collaboration
13	Human Resource Management: Recruitment, Training, and Performance Appraisal
14	Ethics, Social Responsibility, and Contemporary Issues in Management
15	Globalization, Technology, Innovation, and Future Trends in Management

Methods and Techniques used in the Course

Lectures and Theoretical Explanations: Core management concepts, theories, and principles are delivered through structured lectures.

Class Discussions and Interactive Participation: Students engage in guided discussions to connect theoretical knowledge with real-world managerial issues.

Case Study Analysis: Practical business cases are examined to develop analytical thinking and problem-solving skills.

Group Work and Team Activities: Students collaborate on projects and exercises to enhance teamwork, leadership, and communication skills.

In-Class Exercises and Problem-Solving Sessions: Short activities are used to apply concepts such as decision-making, planning, and organizational design.

Audio-Visual Materials: Videos, presentations, and multimedia content support understanding of contemporary management practices.

Student Presentations: Selected topics are presented by students to develop research, analysis, and presentation skills.

Online Learning Tools and Learning Management Systems: Digital platforms are used for assignments, announcements, supplementary readings, and interactive tasks.

Sample Questions

Short Answer / Conceptual Questions

- Define *management* and explain the four primary functions of management.
- What is the difference between *efficiency* and *effectiveness* in management?
- Describe the major roles of managers according to Mintzberg.
- What is the purpose of strategic planning in an organization?
- Explain the concept of organizational structure and list the main types.

Essay / Long Answer Questions

- Discuss how internal and external environmental factors influence managerial decision-making.
- Explain the leadership styles defined by the behavioral approach and compare their advantages and disadvantages.
- Evaluate the importance of motivation theories (Maslow, Herzberg, McClelland) in modern organizational settings.

Application / Case-Based Questions

- A company is facing rapid changes in market demand. As a manager, outline a strategic plan to help the organization adapt.
- You are appointed as a team leader in a newly formed department. Identify the steps you would take to build an effective team.
- Given a short case describing employee dissatisfaction, determine which motivation theory best explains the situation and propose a managerial solution.

Multiple Choice Sample Questions

- Which of the following is NOT one of the management functions?
  a) Planning
  b) Organizing
  c) Marketing
  d) Controlling
- A **flat organizational structure** is best described as:
  a) A structure with many hierarchical levels
  b) A structure with fewer levels and broader spans of control
  c) A structure used only in multinational corporations
  d) A structure based solely on geographical divisions

Materials Used in the Course

Primary Textbooks

- **Robbins, S. P., & Coulter, M. (Latest Edition). *Management*.**

  Pearson Education.

Recommended References

- **Daft, R. L. (Latest Edition). *Management*.**

  Cengage Learning.

- **Griffin, R. W. (Latest Edition). *Management: Principles and Practices*.**

  South-Western College Publishing.
- **Schermerhorn, J. R. (Latest Edition). *Management*.**

  Wiley.
- **Koontz, H., & Weihrich, H. (Latest Edition). *Essentials of Management*.**

  McGraw-Hill.
- **Hill, C., Schilling, M., & Jones, G. (Latest Edition). *Strategic Management: Theory & Cases*.**

  Cengage Learning.

All the above listed books are available at UoK's Grand Library

Program Outcomes Matrix

	Program Outcomes	*Level of Contribution				Targeted Competence Areas
		0	1	2	3	
1	Demonstrate fundamental knowledge of maritime business, shipping operations, port management, and international logistics.				✓	Maritime Business & Operations
2	Apply principles of management, economics, and finance to ship operations, chartering, brokerage, and maritime organizational decision-making.				✓	Maritime Economics & Management
3	Understand and interpret international maritime law, conventions, and trade regulations including SOLAS, MARPOL, UNCLOS, and INCOTERMS.				✓	Maritime Law & Policy
4	Plan and manage port and terminal operations efficiently, considering cargo handling systems, port logistics, and intermodal transport networks.				✓	Port & Terminal Operations Management
5	Employ digital tools and data-driven approaches in ship management, fleet performance monitoring, and maritime logistics systems.				✓	Digital Maritime Operations
6	Integrate sustainability, environmental protection, and decarbonization principles into maritime and logistics operations in line with IMO GHG strategy.			✓		Sustainability & Green Shipping
7	Demonstrate competence in maritime risk assessment, safety management systems (ISM Code), and crisis response in ship and shore-based contexts.			✓		Safety & Risk Management
8	Exhibit leadership, teamwork, and communication skills necessary for multicultural and interdisciplinary maritime organizations.				✓	Leadership & Intercultural Communication
9	Apply marketing, logistics, and supply chain strategies to global shipping and maritime transport sectors.				✓	Global Logistics & Supply Chain Management
10	Prepare and analyze charter parties, bills of lading, and other shipping documents while managing cargo claims and marine insurance issues.				✓	Maritime Documentation & Insurance
11	Utilize effective business English and Maritime English for negotiation, correspondence, and documentation within international maritime contexts.			✓		Maritime Communication & Professional English
12	Demonstrate ethical awareness, corporate responsibility, and adherence to international professional standards in maritime and logistics management.			✓		Ethics & Corporate Responsibility
13	Develop research skills and analytical thinking to identify, evaluate, and solve complex problems in maritime transport and logistics systems.			✓		Analytical Thinking & Research Skills
14	Adapt to innovations such as digitalization, automation, and smart shipping technologies through continuous professional development.				✓	Innovation & Lifelong Learning
15	Apply entrepreneurship and strategic management principles to establish or develop maritime-related enterprises in a competitive global environment.			✓		Entrepreneurship & Strategic Management

***0:** No Contribution **1:** Little Contribution **2:** Partial Contribution **3:** Full Contribution

Program Outcomes /Course Learning Outcomes Matrix **Level of Contribution**:**0**-No Contribution **1**-Little Contribution **2**-Partial Contribution **3**-Full Contribution										
PO	**CLO1**	**CLO2**	**CLO3**	**CLO4**	**CLO5**	**CLO6**	**CLO7**	**CLO8**	**CLO9**	**CLO10**
PO1	3	3	2	2	2	1	2	2	1	1
PO2	3	3	3	2	2	1	3	2	1	1
PO3	1	1	2	1	1	1	1	2	1	1
PO4	2	2	2	2	2	1	2	2	2	1
PO5	1	1	2	1	1	2	2	2	2	2
PO6	1	1	1	1	1	1	2	2	1	1
PO7	1	1	1	1	1	3	3	2	2	2
PO8	1	1	2	1	2	2	3	3	2	2
PO9	1	1	2	1	1	1	1	2	3	3
PO10	1	2	2	1	1	1	2	2	2	2
PO11	1	1	2	1	1	2	2	3	3	3
PO12	2	2	2	2	1	1	2	2	1	1
PO13	2	3	3	2	2	1	2	2	1	1
PO14	1	2	2	2	2	1	1	2	1	1
PO15	1	1	1	1	2	2	2	2	2	2

Course Learning Outcomes/ Evaluation Method		
Course Learning Outcomes (CLOs)	**Teaching Method**	**Assessment Method**
CLO1: Explain fundamental management concepts, functions, and roles.	Lectures, Class Discussions	Midterm Exam, Final Exam
CLO2: Identify the internal and external factors affecting managerial decision-making.	Lectures, Case Studies, Visual Materials	Midterm Exam, Assignments
CLO3: Describe the planning process and evaluate different types of organizational strategies.	Lectures, Group Work, Case Studies	Midterm Exam, Final Exam
CLO4: Analyze organizational structures and explain their impact on efficiency and communication.	Lectures, Class Discussions, In-Class Exercises	Midterm Exam, Quizzes
CLO5: Demonstrate understanding of leadership theories and managerial behavior.	Lectures, Group Activities, Case Studies	Assignments, Final Exam
CLO6: Interpret motivation theories and apply them to workplace scenarios.	Lectures, Case Studies, Interactive Activities	Quizzes, Assignments
CLO7: Evaluate the process of managerial control and performance measurement.	Lectures, Class Exercises, Discussions	Midterm Exam, Final Exam
CLO8: Work effectively in teams and contribute to collaborative problem-solving.	Group Work, Team-Based Tasks	Project Work, Class Participation
CLO9: Communicate managerial ideas clearly through written and oral presentations.	Student Presentations, Group Work	Presentations, Assignments
CLO10: Use basic analytical and decision-making tools to solve simple managerial problems.	In-Class Exercises, Problem-Solving Sessions	Quizzes, Midterm Exam, Final Exam

ECTS / Workload Table			
Activities	**Number**	**Duration (Hours)**	**Total Workload**
Preparation for lectures	**15**	**1**	**15**
Lectures	**15**	**3**	**45**
Midterm Exam	**1**	**2**	**2**
Preparation for Midterm Exam	**1**	**15**	**15**
Final Exam	**1**	**2**	**2**
Preparation for Final Exam	**1**	**15**	**15**
Presentation(s)	-	-	-
Preparation for Presentation(s)	-	-	-
Research for Project(s)/Essay(s)	-	-	-
Project Writing	-	-	-
Group Work	-	-	-
In-class Discussion(s)	**15**	**2**	**30**
Quiz(es)	-	-	-
Preparation for Quiz(es)	-	-	-
Laboratory	-	-	-
Assignment(s)/Homework/Class Works	**1**	**15**	**15**
Micro-Teaching Sessions	-	-	-
Lesson Planning	-	-	-
Materials Adaptation	-	-	-
Material Development	-	-	-
Draft Preparation	-	-	-
Drawing	-	-	-
Essay Writing	-	-	-
Tutorial(s)	-	-	-
Portfolio Preparation	-	-	-
Portfolio Presentation	-	-	-
Total Workload			**139**
ECTS Credit			**5**

Evaluation System		
Semester Requirements	**Number**	**Percentage of Grade**
Attendance/Participation	15	10
Laboratory	-	-
Application	-	-
Field Work	-	-
Special Course Internship (Work Placement)	-	-
Homework/Assignments	1	10
Providing reliability and motivation of the individual homework completion and Submission	-	-
Presentation/Jury	-	-
Project	-	-
Quiz	-	-
Midterms/Oral Exams	1	30
Final/Oral Exams	1	50
Total	**4**	**100**

	Percentage	**Course Grade**	**Coefficient**
Grading Policy	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
	Less than 70% attendance	NA	-
Course Requirements and Policies	• Alerted attendance at the lectures is essential! • Students are expected to check frequently the instructor's web page for the course announcements. • University of Kyrenia honor code will be strictly enforced regarding any issues concerning cheating.		

University of Kyrenia

Faculty of Maritime Studies

Maritime Management

Syllabus

Course name: Introduction to Yachting II							
Code	**Year**	**Semester**	**Credit**	**ECTS**	**Course application, Hour/Week**		
					Theoretical	**Application**	**Laboratory**
MMD102	I	Spring	3	5	2	2	0
Course type: Compulsory				**Prerequisite: x**		**Language:** English	
% Contribution to the Professional Fundamental Component				**Basic Sciences**	**Engineering Science**	**Engineering Design**	**General Education**
				-	-	-	100
Course Venue and Time				Wednesday 14:30 – 17:20			
Instructor information				**Cpt. Mehmet Emin Debeş** Faculty of Maritime Studies Wednesday / 09:00 - 12:00 +90 (392) 650 26 00 / 4060 mehmetemin.debes@kyrenia.edu.tr www.kyrenia.edu.tr			

Course Description	*Introduction to Yachting II* builds upon the foundational knowledge gained in *Introduction to Yachting I* and focuses on advanced professional, operational, and social aspects of the yachting industry. The course emphasizes the development of practical skills, professional behaviors, and operational competence required to work effectively onboard private and commercial yachts. Students will explore human relations, team dynamics, and social etiquette onboard, including maritime customs, guest service standards, and interpersonal communication with international crews and guests. The course also introduces specialized maritime English and yacht-specific terminology to ensure clear, professional communication in operational settings. In addition, students will examine crew hiring processes, contract types, personnel management, and insurance considerations, equipping them with knowledge of legal, regulatory, and professional requirements. The course further addresses yacht navigation, maneuvering techniques in marinas, anchorages, and open waters, as well as the proper allocation of duties and operational responsibilities during complex onboard operations. By the end of the course, students will have acquired the theoretical knowledge, practical understanding, and professional skills necessary to operate safely, efficiently, and respectfully within the yachting environment, preparing them for advanced yachting studies or entry-level positions in the industry.
Course Aims and Objectives	The primary aim of *Introduction to Yachting II* is to develop students' professional competence, operational knowledge, and interpersonal skills required for effective functioning onboard private and commercial yachts. The course builds on foundational yachting knowledge and emphasizes practical application, maritime etiquette, crew management, navigation principles, and professional standards, preparing students for real-world yachting operations and advanced study. • **Demonstrate professional behavior and interpersonal skills** required for working effectively as part of a yacht crew. • **Apply maritime customs, etiquette, and social protocols** in interactions with guests, crew, and marina personnel. • **Communicate accurately using maritime English and yacht-specific terminology**, both verbally and in writing.

	• **Understand and engage in crew hiring processes, contracts, and personnel management**, including insurance and legal requirements. • **Demonstrate knowledge of yacht operational procedures**, including duty allocation and coordination during onboard tasks. • **Explain navigation principles and maneuvering techniques** applicable in marinas, anchorages, and coastal waters. • **Apply safe and efficient anchoring, docking, and mooring techniques** in diverse operational environments. • **Identify the roles and responsibilities of all crew positions** and understand hierarchy in seasonal and annual charter yachts. • **Integrate theoretical knowledge with practical scenarios** to solve operational and hospitality-related challenges onboard. • **Prepare students for entry-level professional roles** in the yachting industry and advanced yachting education.
Course Learning Outcomes	**LO1** Demonstrate professional behavior, teamwork, and effective interpersonal skills. **LO2** Apply maritime customs, etiquette, and social protocols. **LO3** Use maritime English and yacht-specific terminology accurately. **LO4** Understand and participate in crew hiring, contracts, and personnel management. **LO5** Plan and execute yacht operations efficiently, including delegation of duties. **LO6** Demonstrate knowledge of navigation principles and tools. **LO7** Apply safe and effective anchoring, docking, and mooring techniques. **LO8** Describe roles, responsibilities, and hierarchy of yacht crew positions. **LO9** Analyze operational and hospitality scenarios onboard and propose solutions. **LO10** Integrate theoretical knowledge with practical skills for professional readiness.

Content of the Course

Week	*Subject*
1	**Human Relations in Yachting** • Professional communication onboard • Teamwork and conflict management • Cultural sensitivity with international crews
2	**Social Etiquette & Maritime Customs** • Traditional maritime customs • Behavioural rules onboard • Respect for hierarchy and vessel routines
3	**Guest Interaction & Hospitality** • Greeting and welcoming procedures • Guest assistance during embarkation/disembarkation • Communication protocol with VIP guests
4	**Personal Appearance & Hygiene Standards** • Uniform guidelines • Grooming expectations • Hygiene and safety in guest spaces
5	**Maritime English I** • Basic maritime terminology • Standard onboard communication phrases • Radio communication etiquette (intro)
6	**Yacht Terminology II** • Deck terminology • Interior and engineering department terminology • Common yacht-specific commands
7	**Professional Development in Yachting** • CV and résumé preparation for yacht crew • Cover letters and digital profiles • Example formats used internationally
8	**Hiring Processes in Yachting** • Crew agencies • Interview techniques • Reference checks • Contract types (SEA, MLC compliance)
9	**Crew Welfare & Insurance** • Onboard service contracts • Insurance requirements • Seafarer rights and responsibilities
10	**Introduction to Yacht Navigation**

	• Basic navigation concepts • Reading electronic charts • Safety rules (COLREG overview)
11	**Yacht Electronic Systems** • Chartplotters • GPS • Radar basics • AIS, autopilot functions
12	**Anchors & Anchoring Techniques** • Anchor types used on yachts • Anchor handling • Basic anchoring procedures and safety
13	**Marina & Mooring Maneuvers** • Entering and leaving marina berths • Dock line handling • Stern-to and alongside mooring
14	**Maneuvering in Bays & Anchorages** • Approach planning • Wind and current considerations • Communication and teamwork during maneuvers
15	**Operational Roles During Maneuvers** • Duty assignments for deck crew & interior crew • Briefings and debriefings • Final review and practical scenario analysis

Methods and Techniques used in the Course

Lectures and Theoretical Instruction

- Instructor-led presentations
- Conceptual explanations supported by visual materials
- Introduction of core terminology and industry standards

Interactive Classroom Discussions

- Guided discussions on industry practices
- Question–answer sessions to reinforce understanding
- Comparative analysis of yacht types and sector dynamics

Case Studies and Real-World Examples

- Examination of real yacht operations
- Analysis of marina management situations
- Review of maintenance scenarios and professional challenges

Practical Demonstrations (Classroom-Based)

- Demonstration of basic yacht equipment, rigging models, and materials
- Showcasing maintenance tools and examples of onboard systems
- Interior organization and cabin preparation simulations

Visual and Multimedia Learning

- Photographs, diagrams, and technical videos
- Virtual marina and yacht walkthroughs
- Industry documentaries and training clips

Group Activities and Collaborative Learning

- Small-group tasks related to yacht classification, equipment identification, and marina rules
- Problem-solving exercises related to onboard scenarios
- Peer discussion on maritime etiquette and workplace behaviour

Independent Learning and Reading Assignments

- Assigned readings on yacht types, materials, and service practices
- Terminology acquisition exercises
- Short research tasks on global and local yachting sectors

Field Observation (If applicable)

(Optional depending on institutional policy and available facilities)

- Visit to a marina, boatyard, or yacht port
- Observation of vessel types, maintenance areas, and marine infrastructure

Practical Skill Reinforcement

- Hands-on practice with knots, safety routines, basic deckhand skills (if applicable)
- Interior organization practice using provided materials
- Preparation for real-life yachting operations

Sample Questions

Multiple-Choice Questions (MCQs)

- Which of the following is the correct hierarchy onboard a large charter yacht?
  a) Deckhand → Chief Officer → Captain → Stewardess
  b) Captain → Chief Officer → Deckhand → Steward/Stewardess
  c) Stewardess → Captain → Deckhand → Chief Officer
  d) Captain → Deckhand → Chief Engineer → Steward
- What is the primary purpose of maritime etiquette onboard a yacht?
  a) To enforce strict discipline only
  b) To ensure safe, efficient, and professional interaction among crew and guests
  c) To reduce fuel consumption
  d) To increase onboard speed
- When docking in a busy marina, the captain orders a stern-to maneuver. Which crew members are primarily responsible for line handling?
  a) Interior crew only
  b) Deck crew
  c) Engine crew
  d) Guests
- Which of the following is NOT typically included in a yacht crew contract?
  a) Insurance coverage
  b) Duty assignments and hours
  c) Guest meal preferences
  d) Salary and leave entitlement
- Which navigation tool provides real-time vessel positioning using satellites?
  a) Compass
  b) Radar
  c) GPS
  d) Sextant

Short Answer Questions

- Explain the difference between a seasonal charter yacht and an annual charter yacht in terms of operations and crew requirements.
- List three key professional behaviors expected of yacht crew when interacting with guests.
- Describe one scenario where maritime English communication is critical onboard.
- What are the main responsibilities of a chief steward/stewardess during a guest service operation?
- Name two common safety considerations when performing a docking maneuver in a crowded marina.

Long-Form / Essay Questions

- Discuss the importance of teamwork and hierarchy onboard yachts and provide examples of potential challenges if roles are misunderstood.

- Analyze the process of hiring crew for a private vs. commercial yacht, including contracts, insurance, and legal requirements.
- Explain how proper anchoring and mooring techniques contribute to safety and operational efficiency.
- Evaluate the role of professional etiquette and guest service in maintaining a yacht's reputation and client satisfaction.
- Compare the advantages and limitations of electronic navigation tools versus traditional navigation methods.

Scenario-Based / Practical Questions

- You are the deckhand assigned to assist with docking a 30-meter charter yacht in a busy marina. Outline the steps you would take, including line handling and communication with the captain.
- A VIP guest requests a special cabin setup. How would you coordinate with the interior team to ensure professional standards and timely completion?
- During anchoring, the anchor fails to hold. What steps should the crew take to secure the yacht safely?
- You are assisting in a crew interview. What questions would you ask to evaluate the candidate's maritime professionalism and teamwork skills?
- A guest reports a minor onboard injury. Describe the immediate response and follow-up procedures for safety and guest satisfaction.

True/False Questions

- **T/F:** Seasonal charter yachts typically operate for only a few months each year, requiring temporary crew.
- **T/F:** Deck crew are primarily responsible for navigation planning and interior cleaning.
- **T/F:** Maritime English is only necessary for the captain and senior officers.
- **T/F:** Professional etiquette onboard includes respecting guest privacy and maintaining a clean, organized environment.
- **T/F:** Anchoring in a crowded bay does not require communication between crew members.

Materials Used in the Course

Primary Textbooks

- **Davis, R.** *Yacht Operations and Crew Management*. Marine Skills Publishing.
- **Ward, J.** *The Superyacht Industry: Professional Standards and Operations*. Seatrade Communications.
- **Gerr, D.** *The Nature of Boats: Insights for Crew and Operators*. International Marine.

Recommended References

- **Royal Yachting Association (RYA)** – *RYA Day Skipper, Competent Crew, and Yacht Service Manuals*.
- **Chapman, C.** *Chapman Piloting & Seamanship*. Hearst Marine Books.
- **Gerr, D.** *The Elements of Boat Strength for Builders, Designers, and Owners*. International Marine.
- **Macleod, P.** *The Insider's Guide to Superyachts*. Adlard Coles Nautical.
- **Ward, J.** *Professional Yacht Crew Handbook*. Seatrade Publications.

Industry Standards and Technical Resources

- **Maritime & Coastguard Agency (MCA)** – *Large Commercial Yacht Code (LY3/LY4)*
- **International Safety Management (ISM) Code** – Safety procedures for commercial vessels
- **ISO Standards for Small Craft and Recreational Boats** – Construction, safety, and operational guidelines

Supplementary Learning Materials

- RYA Marine Radio Handbook – VHF communication standards
- Superyacht Times / Boat International – Industry reports and news
- Online maritime English and yacht-specific terminology resources

All the above listed books are available at UoK's Grand Library

Program Outcomes Matrix

	Program Outcomes	*Level of Contribution				Targeted Competence Areas
		0	1	2	3	
1	Demonstrate fundamental knowledge of maritime business, shipping operations, port management, and international logistics.				✓	Maritime Business & Operations
2	Apply principles of management, economics, and finance to ship operations, chartering, brokerage, and maritime organizational decision-making.				✓	Maritime Economics & Management
3	Understand and interpret international maritime law, conventions, and trade regulations including SOLAS, MARPOL, UNCLOS, and INCOTERMS.				✓	Maritime Law & Policy
4	Plan and manage port and terminal operations efficiently, considering cargo handling systems, port logistics, and intermodal transport networks.				✓	Port & Terminal Operations Management
5	Employ digital tools and data-driven approaches in ship management, fleet performance monitoring, and maritime logistics systems.				✓	Digital Maritime Operations
6	Integrate sustainability, environmental protection, and decarbonization principles into maritime and logistics operations in line with IMO GHG strategy.			✓		Sustainability & Green Shipping
7	Demonstrate competence in maritime risk assessment, safety management systems (ISM Code), and crisis response in ship and shore-based contexts.			✓		Safety & Risk Management
8	Exhibit leadership, teamwork, and communication skills necessary for multicultural and interdisciplinary maritime organizations.				✓	Leadership & Intercultural Communication
9	Apply marketing, logistics, and supply chain strategies to global shipping and maritime transport sectors.				✓	Global Logistics & Supply Chain Management
10	Prepare and analyze charter parties, bills of lading, and other shipping documents while managing cargo claims and marine insurance issues.				✓	Maritime Documentation & Insurance
11	Utilize effective business English and Maritime English for negotiation, correspondence, and documentation within international maritime contexts.			✓		Maritime Communication & Professional English
12	Demonstrate ethical awareness, corporate responsibility, and adherence to international professional standards in maritime and logistics management.			✓		Ethics & Corporate Responsibility
13	Develop research skills and analytical thinking to identify, evaluate, and solve complex problems in maritime transport and logistics systems.			✓		Analytical Thinking & Research Skills
14	Adapt to innovations such as digitalization, automation, and smart shipping technologies through continuous professional development.				✓	Innovation & Lifelong Learning
15	Apply entrepreneurship and strategic management principles to establish or develop maritime-related enterprises in a competitive global environment.			✓		Entrepreneurship & Strategic Management

***0:** No Contribution **1:** Little Contribution **2:** Partial Contribution **3:** Full Contribution

Program Outcomes /Course Learning Outcomes Matrix **Level of Contribution**:**0**-No Contribution **1**-Little Contribution **2**-Partial Contribution **3**-Full Contribution										
	LO1	**LO2**	**LO3**	**LO4**	**LO5**	**LO6**	**LO7**	**LO8**	**LO9**	**L10**
PO1	3	3	2	2	2	1	3	2	2	2
PO2	3	3	3	2	2	1	2	1	2	1
PO3	2	3	1	3	3	2	1	3	1	1
PO4	2	2	1	2	3	3	2	2	2	2
PO5	1	2	2	1	1	2	2	2	3	3
PO6	1	2	1	2	1	1	2	3	2	2
PO7	1	1	1	1	1	3	2	2	3	3
PO8	1	1	3	1	1	1	2	1	2	1
PO9	1	1	2	1	1	1	1	1	2	2
PO10	2	2	1	2	3	3	2	2	2	2
PO11	1	2	2	1	1	2	2	2	3	3
PO12	1	2	1	2	1	1	2	3	2	2
PO13	3	3	3	2	2	1	2	1	2	1
PO14	2	3	1	3	3	2	1	3	2	2
PO15	1	2	1	2	2	3	2	2	3	3

Course Learning Outcomes/ Evaluation Method		
Course Learning Outcomes	**Teaching Method**	**Assessment Method**
LO1 Demonstrate professional behavior, teamwork, and effective interpersonal skills.	Lectures, group activities, role-playing, simulations	Participation assessment, peer evaluation, practical observation
LO2 Apply maritime customs, etiquette, and social protocols.	Lectures, demonstrations, multimedia examples, discussions	Quizzes, scenario-based assignments, practical evaluation
LO3 Use maritime English and yacht-specific terminology accurately.	Lectures, language exercises, interactive discussions	Quizzes, oral exams, written assignments
LO4 Understand and participate in crew hiring, contracts, and personnel management.	Lectures, case studies, document analysis	Written assignments, quizzes, short essays
LO5 Plan and execute yacht operations efficiently, including delegation of duties.	Simulations, group exercises, scenario-based learning	Practical assessment, performance evaluation, case studies
LO6 Demonstrate knowledge of navigation principles and tools.	Lectures, multimedia demonstrations, practical exercises	Quizzes, practical exercises, scenario-based assessments
LO7 Apply safe and effective anchoring, docking, and mooring techniques.	Practical demonstrations, videos, simulations	Practical assessment, observation, scenario evaluation
LO8 Describe roles, responsibilities, and hierarchy of yacht crew positions.	Lectures, group discussions, case studies	Quizzes, written assignments, short essays
LO9 Analyze operational and hospitality scenarios onboard and propose solutions.	Case studies, role-playing, group discussions	Scenario-based assessments, oral presentations
LO10 Integrate theoretical knowledge with practical skills for professional readiness.	Simulations, field exercises, practical demonstrations	Final practical assessment, comprehensive project, performance evaluation

ECTS / Workload Table			
Activities	**Number**	**Duration (Hours)**	**Total Workload**
Preparation for lectures	**15**	**1**	**15**
Lectures	**15**	**3**	**45**
Midterm Exam	**1**	**2**	**2**
Preparation for Midterm Exam	**1**	**20**	**20**
Final Exam	**1**	**2**	**2**
Preparation for Final Exam	**1**	**20**	**20**
Presentation(s)	-	-	-
Preparation for Presentation(s)	-	-	-
Research for Project(s)/Essay(s)	-	-	-
Project Writing	-	-	-
Group Work	-	-	-
In-class Discussion(s)	**15**	**1**	**15**
Quiz(es)	-	-	-
Preparation for Quiz(es)	-	-	-
Laboratory	-	-	-
Assignment(s)/Homework/Class Works	**1**	**30**	**30**
Micro-Teaching Sessions	-	-	-
Lesson Planning	-	-	-
Materials Adaptation	-	-	-
Material Development	-	-	-
Draft Preparation	-	-	-
Drawing	-	-	-
Essay Writing	-	-	-
Tutorial(s)	-	-	-
Portfolio Preparation	-	-	-
Portfolio Presentation	-	-	-
Total Workload			**149**
ECTS Credit			**5**

Evaluation System		
Semester Requirements	**Number**	**Percentage of Grade**
Attendance/Participation	15	10
Laboratory	-	-
Application	-	-
Field Work	-	-
Special Course Internship (Work Placement)	-	-
Homework/Assignments	1	10
Providing reliability and motivation of the individual homework completion and Submission	-	-
Presentation/Jury	-	-
Project	-	-
Quiz	-	-
Midterms/Oral Exams	1	30
Final/Oral Exams	1	50
Total	**4**	**100**

	Percentage	**Course Grade**	**Coefficient**
Grading Policy	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
	Less than 70% attendance	NA	-
Course Requirements and Policies	• Alerted attendance at the lectures is essential! • Students are expected to check frequently the instructor's web page for the course announcements. • University of Kyrenia honor code will be strictly enforced regarding any issues concerning cheating.		

University of Kyrenia

Faculty of Maritime Studies

Maritime Management

Syllabus

Course name: Mathematics for Business and Economics II							
Code	**Year**	**Semester**	**Credit**	**ECTS**	**Course application, Hour/Week**		
					Theoretical	**Application**	**Laboratory**
MTH172	I	Spring	3	5	3	0	0
Course type: Compulsory				**Prerequisite: x**		**Language:** English	
% Contribution to the Professional Fundamental Component				**Basic Sciences**	**Engineering Science**	**Engineering Design**	**General Education**
				-	-	-	100
Course Venue and Time				Monday / 09:30 – 12:20			
Instructor information				**Assist. Prof. Emete Toros** Faculty of Administrative Sciences and Economics Wednesday / 09:00 - 12:00 +90 (392) 650 26 00 / 4060 emete.toros@kyrenia.edu.tr www.kyrenia.edu.tr			

Course Description	*Mathematics for Business and Economics II* builds on the foundational mathematical concepts introduced in the first course and focuses on advanced topics essential for business, economics, and managerial decision-making. The course covers matrices and matrix algebra, determinants, inverse matrices, and methods for solving systems of linear equations including Cramer's Rule and row echelon form. Students further explore functions, limits, and continuity, followed by comprehensive study of differentiation techniques such as the chain rule, product rule, and quotient rule. Applications of derivatives in optimization and marginal analysis are emphasized. The course also introduces integration and its applications in economics and business, including area calculations, revenue, cost, and accumulated change. Through problem-solving exercises and applied examples, students develop the mathematical skills necessary for quantitative reasoning in economic modeling, financial analysis, and managerial decision-making.
Course Aims and Objectives	The aim of this course is to equip students with advanced mathematical tools and analytical techniques required for solving quantitative problems in business, economics, and management. Building on the foundations from Mathematics for Business and Economics I, this course deepens students' understanding of linear algebra, calculus, and their practical applications in economic and financial contexts. • Understand and apply matrix algebra, including special matrix types, determinants, and inverse matrices. • Solve systems of linear equations using various methods such as Cramer's Rule and row echelon form. • Develop a clear understanding of functions, limits, and continuity and their relevance in economic modeling. • Apply differentiation techniques including the chain rule, product rule, and quotient rule to real-world business problems. • Use derivatives for optimization, marginal analysis, cost–revenue functions, and other economic applications. • Understand the fundamental concepts of integration and apply them to business and economic scenarios. • Strengthen mathematical reasoning, problem-solving abilities, and the capability to translate quantitative results into managerial decisions.
	CLO1: Explain the fundamental concepts of matrices, matrix algebra, and special types of matrices. **CLO2:** Compute determinants and inverse matrices and interpret their mathematical meaning. **CLO3:** Solve systems of linear equations using Cramer's Rule, matrix methods, and row echelon form.

Course Learning Outcomes	**CLO4:** Define functions, limits, and continuity, and analyze their behavior graphically and numerically. **CLO5:** Apply differentiation rules (chain rule, product rule, quotient rule) to solve mathematical and economic problems. **CLO6:** Use derivatives in optimization, marginal analysis, and other applications relevant to business and economics. **CLO7:** Understand the basic concepts of integration and perform definite and indefinite integrals. **CLO8:** Apply integration techniques to problems involving area, accumulated change, and economic functions. **CLO9:** Formulate and solve real-world business and economic problems using mathematical models. **CLO10:** Demonstrate improved analytical thinking, problem-solving skills, and quantitative decision-making abilities.

Content of the Course

Week	*Subject*
1	Introduction to the course; review of key concepts from Mathematics for Business and Economics I
2	Matrices and types of matrices; basic matrix operations
3	Matrix algebra and special matrices (identity, diagonal, symmetric, etc.)
4	Determinants: definition, properties, and computation techniques
5	Inverse of a matrix; applications in business and economics
6	Systems of linear equations; solving using matrix methods
7	Cramer's Rule and row echelon form; economic applications
8	Functions in business and economics; types and properties
9	Limits and continuity; graphical and numerical analysis
10	Introduction to derivatives; chain rule, product rule, and quotient rule
11	Applications of derivatives: optimization, marginal analysis, cost–revenue functions
12	Introduction to integration; indefinite integrals and basic techniques
13	Definite integrals and their applications
14	Applications of integration in business and economics (area, accumulated change, consumer/producer surplus)
15	General review, comprehensive problem-solving session, exam preparation

Methods and Techniques used in the Course

Lectures and Theoretical Instruction: Core mathematical concepts are explained through structured lectures.

Problem-Solving Sessions: Extensive practice through step-by-step solution of mathematical problems.

In-Class Exercises: Short, focused exercises reinforcing matrix algebra, differentiation, and integration skills.

Worked Examples: Demonstrations of typical business and economics applications to build analytical competence.

Group Work and Collaborative Learning: Students work in teams to solve complex quantitative problems.

Case-Based Mathematical Applications: Real-world scenarios from economics, finance, and management are used to apply mathematical tools.

Use of Technology and Software Tools: Spreadsheets, graphing tools, or mathematical software may be used to visualize functions, matrices, and calculus applications.

Interactive Discussions: Students engage in guided discussions to interpret mathematical results in an economic context.

Homework Assignments: Regular assignments to strengthen conceptual understanding and independent problem-solving.

Sample Questions

A. Short Answer / Conceptual Questions

- Define the determinant of a matrix and explain its significance in solving systems of linear equations.
- What does it mean for a function to be continuous at a point?
- Explain the economic meaning of marginal cost and marginal revenue.

B. Problem-Solving Questions

- Given the matrices

$$A = \begin{pmatrix} 2 & 3 \\ 1 & 4 \end{pmatrix}, B = \begin{pmatrix} 5 & 2 \\ 0 & 1 \end{pmatrix}$$

Compute **AB**.

- Find the determinant of the matrix

$$M = \begin{pmatrix} 4 & 2 \\ -1 & 3 \end{pmatrix}.$$

- Solve the system using **Cramer's Rule**:

$$\begin{cases} 2x + 3y = 7 \\ x - y = 1 \end{cases}$$

C. Derivatives and Applications

- Compute the derivative of the function:

$$f(x) = 3x^2 \ln(x)$$

- A company's cost function is

$$C(x) = 500 + 20x + 0.1x^2.$$

Find the **marginal cost**.

- A profit function is given by

$$\pi(x) = 200x - 5x^2.$$

Find the value of *x* that maximizes profit.

D. Integration Questions

- Compute the indefinite integral:

$$\int (4x^3 - 2x)\, dx$$

- Find the area under the curve

$$f(x) = x^2$$

from **x = 0** to **x = 3**.

- The marginal revenue function of a firm is

$$MR(x) = 50 - 0.5x.$$

Find the total revenue function **TR(x)**.

Materials Used in the Course

Primary Textbooks

- **Barnett, R. A., Ziegler, M. R., & Byleen, K. E. (Latest Edition).** ***College Mathematics for Business, Economics, Life Sciences, and Social Sciences*****.**
  Pearson.

- **Sydsaeter, K., Hammond, P., Strom, A., & Carvajal, A. (Latest Edition).** ***Essential Mathematics for Economic Analysis*****.**
  Pearson.

Recommended References

- **Chiang, A. C., & Wainwright, K. (Latest Edition).** ***Fundamental Methods of Mathematical Economics*****.**
  McGraw-Hill.

- **Haeussler, E. F., Paul, R. S., & Wood, R. J. (Latest Edition).** ***Introductory Mathematical Analysis for Business, Economics, and the Life and Social Sciences*****.**
  Pearson.

- **Dowling, E. T. (Latest Edition).** ***Mathematics for Economics*****.**
  McGraw-Hill.

- **Simon, C. P., & Blume, L. (Latest Edition).** ***Mathematics for Economists*****.**
  W. W. Norton & Company.

- **Watsham, T., & Parramore, K. (Latest Edition).** ***Quantitative Methods in Finance*****.**
  Cengage Learning.

All the above listed books are available at UoK's Grand Library

Program Outcomes Matrix

	Program Outcomes	*Level of Contribution				Targeted Competence Areas
		0	1	2	3	
1	Demonstrate fundamental knowledge of maritime business, shipping operations, port management, and international logistics.				✓	Maritime Business & Operations
2	Apply principles of management, economics, and finance to ship operations, chartering, brokerage, and maritime organizational decision-making.				✓	Maritime Economics & Management
3	Understand and interpret international maritime law, conventions, and trade regulations including SOLAS, MARPOL, UNCLOS, and INCOTERMS.				✓	Maritime Law & Policy
4	Plan and manage port and terminal operations efficiently, considering cargo handling systems, port logistics, and intermodal transport networks.				✓	Port & Terminal Operations Management
5	Employ digital tools and data-driven approaches in ship management, fleet performance monitoring, and maritime logistics systems.				✓	Digital Maritime Operations
6	Integrate sustainability, environmental protection, and decarbonization principles into maritime and logistics operations in line with IMO GHG strategy.			✓		Sustainability & Green Shipping
7	Demonstrate competence in maritime risk assessment, safety management systems (ISM Code), and crisis response in ship and shore-based contexts.			✓		Safety & Risk Management
8	Exhibit leadership, teamwork, and communication skills necessary for multicultural and interdisciplinary maritime organizations.				✓	Leadership & Intercultural Communication
9	Apply marketing, logistics, and supply chain strategies to global shipping and maritime transport sectors.				✓	Global Logistics & Supply Chain Management
10	Prepare and analyze charter parties, bills of lading, and other shipping documents while managing cargo claims and marine insurance issues.				✓	Maritime Documentation & Insurance
11	Utilize effective business English and Maritime English for negotiation, correspondence, and documentation within international maritime contexts.			✓		Maritime Communication & Professional English
12	Demonstrate ethical awareness, corporate responsibility, and adherence to international professional standards in maritime and logistics management.			✓		Ethics & Corporate Responsibility
13	Develop research skills and analytical thinking to identify, evaluate, and solve complex problems in maritime transport and logistics systems.			✓		Analytical Thinking & Research Skills
14	Adapt to innovations such as digitalization, automation, and smart shipping technologies through continuous professional development.				✓	Innovation & Lifelong Learning
15	Apply entrepreneurship and strategic management principles to establish or develop maritime-related enterprises in a competitive global environment.			✓		Entrepreneurship & Strategic Management

***0:** No Contribution **1:** Little Contribution **2:** Partial Contribution **3:** Full Contribution

Program Outcomes /Course Learning Outcomes Matrix **Level of Contribution**:**0**-No Contribution **1**-Little Contribution **2**-Partial Contribution **3**-Full Contribution										
PO	**CLO1**	**CLO2**	**CLO3**	**CLO4**	**CLO5**	**CLO6**	**CLO7**	**CLO8**	**CLO9**	**CLO10**
PO1	3	3	3	2	2	2	1	1	2	2
PO2	3	3	3	2	3	3	2	2	3	3
PO3	1	1	1	1	1	1	1	1	1	1
PO4	2	2	3	2	2	2	2	2	2	2
PO5	1	1	2	2	2	2	2	2	3	3
PO6	1	1	1	1	1	2	2	2	1	1
PO7	1	1	1	1	2	2	2	2	2	2
PO8	1	1	1	2	2	2	3	3	2	2
PO9	1	1	2	2	2	2	2	2	3	3
PO10	1	1	1	1	1	2	2	2	2	2
PO11	1	1	2	2	2	2	2	3	3	3
PO12	1	1	1	1	1	1	2	2	1	1
PO13	2	2	3	3	3	2	2	2	2	2
PO14	1	1	2	2	3	2	2	2	2	2
PO15	1	1	2	2	2	3	3	3	3	3

Course Learning Outcomes/ Evaluation Method		
Course Learning Outcomes (CLOs)	**Teaching Method**	**Assessment Method**
CLO1: Explain matrices, matrix algebra, and special types of matrices.	Lectures, in-class example solving, presentations	Quizzes, midterm exam, final exam
CLO2: Apply determinant, inverse matrix, and transpose operations.	Lectures, problem solving, exercises	Assignments, quizzes, midterm exam, final exam
CLO3: Apply methods for solving systems of linear equations (Cramer's Rule, row echelon form).	Board work, applied solutions, group work	Quizzes, midterm exam, final exam
CLO4: Analyze limits and continuity of functions.	Lectures, problem solving	Midterm exam, final exam
CLO5: Apply derivative rules (chain rule, product rule, quotient rule) to real-life and business problems.	Applied problem solving, case analysis, in-class exercises	Assignments, quizzes, midterm exam, final exam
CLO6: Analyze applications of derivatives in economic and business contexts.	Case studies, problem solving	Assignments, presentations, midterm exam, final exam
CLO7: Define the concept of integration and apply basic integration rules.	Lectures, exercises, board work	Quizzes, midterm exam, final exam
CLO8: Solve business and economics problems using integration techniques.	Problem solving, case analysis	Assignments, midterm exam, final exam
CLO9: Develop solution strategies based on derivatives and integrals for mathematical models derived from real-life situations.	Group projects, applied activities	Project, assignments, final exam
CLO10: Enhance mathematical thinking skills and systematically solve complex problems.	Interactive lectures, discussions, problem-based learning	Midterm exam, final exam, assignments

ECTS / Workload Table			
Activities	**Number**	**Duration (Hours)**	**Total Workload**
Preparation for lectures	**15**	**1**	**15**
Lectures	**15**	**3**	**45**
Midterm Exam	**1**	**2**	**2**
Preparation for Midterm Exam	**1**	**15**	**15**
Final Exam	**1**	**2**	**2**
Preparation for Final Exam	**1**	**15**	**15**
Presentation(s)	-	-	-
Preparation for Presentation(s)	-	-	-
Research for Project(s)/Essay(s)	-	-	-
Project Writing	-	-	-
Group Work	-	-	-
In-class Discussion(s)	**15**	**2**	**30**
Quiz(es)	-	-	-
Preparation for Quiz(es)	-	-	-
Laboratory	-	-	-
Assignment(s)/Homework/Class Works	**1**	**15**	**15**
Micro-Teaching Sessions	-	-	-
Lesson Planning	-	-	-
Materials Adaptation	-	-	-
Material Development	-	-	-
Draft Preparation	-	-	-
Drawing	-	-	-
Essay Writing	-	-	-
Tutorial(s)	-	-	-
Portfolio Preparation	-	-	-
Portfolio Presentation	-	-	-
Total Workload			**139**
ECTS Credit			**5**

Evaluation System		
Semester Requirements	**Number**	**Percentage of Grade**
Attendance/Participation	15	10
Laboratory	-	-
Application	-	-
Field Work	-	-
Special Course Internship (Work Placement)	-	-
Homework/Assignments	1	10
Providing reliability and motivation of the individual homework completion and Submission	-	-
Presentation/Jury	-	-
Project	-	-
Quiz	-	-
Midterms/Oral Exams	1	30
Final/Oral Exams	1	50
Total	**4**	**100**

	Percentage	**Course Grade**	**Coefficient**
Grading Policy	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
	Less than 70% attendance	NA	-
Course Requirements and Policies	• Alerted attendance at the lectures is essential! • Students are expected to check frequently the instructor's web page for the course announcements. • University of Kyrenia honor code will be strictly enforced regarding any issues concerning cheating.		

University of Kyrenia

Faculty of Maritime Studies

Maritime Management

Syllabus

Course name: Navigation II							
Code	**Year**	**Semester**	**Credit**	**ECTS**	**Course application, Hour/Week**		
					Theoretical	**Application**	**Laboratory**
NAV102	I	Spring	3	3	2	2	0
Course type: Compulsory				**Prerequisite: x**		**Language:** English	
% Contribution to the Professional Fundamental Component				**Basic Sciences**	**Engineering Science**	**Engineering Design**	**General Education**
				60	-	-	40
Course Venue and Time				Wednesday 14.30-17.20			
Instructor information				**Cpt. Caner Özbilgiç** Faculty of Maritime Studies Wednesday / 09:00 - 12:00 +90 (392) 650 26 00 / 4040 caner.ozbilgic@kyrenia.edu.tr www.kyrenia.edu.tr			

Course Description	Navigation II expands on the principles learned in Navigation I, covering advanced coastal and open-sea navigation techniques. Topics include aids to navigation, lighthouses, buoys, depth measurement, speed and dead reckoning, tidal and current calculations, and voyage planning. Students will also learn to integrate electronic and traditional navigation methods, apply tidal corrections, and plan safe voyages under varying environmental conditions.
Course Aims and Objectives	**Aims:** • To provide students with advanced knowledge and practical skills in coastal and open-sea navigation. • To develop students' ability to integrate traditional and electronic navigation methods for safe and efficient voyage planning. • To enhance understanding of tidal, current, and environmental effects on navigation and their application in real-life maritime operations. • To prepare students to make informed decisions on bridge resource management and navigation safety. **Objectives:** • To familiarize students with aids to navigation, lighthouses, buoyage systems, and radio navigation tools. • To teach depth measurement techniques using manual and electronic methods. • To train students in speed measurement, dead reckoning (DR) navigation, and correction of courses for currents and tides. • To develop the ability to interpret tidal tables, current charts, and tidal atlases for voyage planning. • To integrate navigation knowledge into practical chart work, simulation exercises, and case studies.
Course Learning Outcomes	**CLO1 – Navigation Aids:** Identify, understand, and effectively utilize various aids to navigation, including lighthouses, buoys, and radio aids. **CLO2 – Depth Measurement:** Measure water depths accurately using both manual and electronic sounding techniques. **CLO3 – Dead Reckoning Navigation:** Perform dead reckoning navigation, calculating positions while accounting for speed, course, and drift corrections. **CLO4 – Tides and Currents:** Apply tidal and current data to plan, adjust, and optimize voyages for safe and efficient navigation. **CLO5 – Integrated Navigation Techniques:** Integrate traditional and electronic navigation methods in practical exercises to enhance positional accuracy. **CLO6 – Chart and Publication Interpretation:** Interpret nautical charts, publications, and simulation outputs to support comprehensive voyage planning. **CLO7 – Communication in Bridge Team:** Communicate navigation plans, decisions, and situational awareness effectively within a bridge team. **CLO8 – Problem Solving in Navigation:** Analyze and solve navigation problems in complex coastal and open-sea environments using theoretical and practical methods.

	CLO9 – Professional and Ethical Responsibilities: Demonstrate awareness of professional, ethical, and safety responsibilities in maritime navigation. **CLO10 – Applied Navigation Integration:** Apply combined knowledge of navigation aids, instruments, charts, and environmental factors to real-world voyage planning and decision-making.

Content of the Course

Week	*Subject*
1	**Introduction and Basic Concepts** • Definition, history, and types of navigation • Elements of navigation and fundamental concepts • The Earth, coordinate system, latitude and longitude
2	**Electronic Navigation Aids** • Electronic Chart Display and Information System (ECDIS): functions and applications • Integration of electronic and paper-based navigation methods
3	**Navigational Tools and Publications** • Construction of the Mercator chart • Small area plotting sheets • Definition of meridian parts
4	**Distance and Direction** • Definition of distance and direction • Measuring and calculating distances on charts • Great circle arcs and rhumb lines
5	**Course and Bearings** • Types of courses (true, magnetic, compass) • Bearings: relative and true • Applying bearings to charts
6	**Compasses I** • Magnetic compass: reading, degree and point systems • Earth's magnetic field and ship-induced magnetism (P, Q, R forces) • Natural and artificial magnetic deviation
7	**Compasses II** • Structure, errors, and corrections of the magnetic compass • Gyrocompass: structure, operation, errors, and corrections • Determining compass error, application to course and bearings
8	**Midterm Exam** (Covers Weeks 1–7)
9	**Coastal Navigation and Position Fixing I** • Position lines and position circles (bearing and distance) • Transit lines and chart plotting • Basic methods of coastal navigation
10	**Coastal Navigation and Position Fixing II** • Fix, Running Fix, Estimated Position (EP), and Most Probable Position (MPP) • Double angle methods • Safe navigation without fix methods
11	**Aids to Navigation I** • Navigational aids at sea and on coasts • Identification and characteristics of lighthouses • Day and night visibility ranges of lights
12	**Aids to Navigation II** • Light and fog signal publications • Sector lights and their use • Buoyage systems: lateral, cardinal, and other buoys
13	**Radio Navigational Aids** • Radio navigation aids and their symbols • Use of radio aids in charts and publications • Introduction to modern electronic systems (e.g., ECDIS integration)
14	**Mathematical Navigation** • Plane sailing, traverse sailing

	• Latitude sailing and longitude sailing • Middle latitude sailing and Mercator sailing
15	**Mathematical Navigation** • Plane sailing, traverse sailing • Latitude sailing and longitude sailing • Middle latitude sailing and Mercator sailing

Methods and Techniques used in the Course

Lectures: Conceptual and theoretical explanations of navigation principles, tidal and current theory, and aids to navigation.

Interactive Discussions: Question-and-answer sessions, scenario-based discussions to reinforce understanding of navigation concepts.

Chart Work Exercises: Hands-on plotting, dead reckoning, tidal and current corrections, and voyage planning on nautical charts.

Simulation-Based Training: Use of radar, ECDIS, and bridge simulators to apply theoretical knowledge in realistic navigation scenarios.

Case Studies: Analysis of real-world navigation problems, including coastal, estuary, and open-sea passages.

Assignments and Homework: Practical problem-solving exercises, calculations for tides, currents, distances, and courses.

In-Class Demonstrations: Practical use of aids to navigation, sounding techniques, and speed measurement instruments.

Independent Study: Self-learning using nautical publications, tidal/current tables, and electronic navigation systems.

Sample Questions

- Explain the differences between lateral and cardinal buoys. Provide examples of situations where each would be used.
- Describe the characteristics of sector lights and explain how they assist in coastal navigation.
- Identify and interpret the symbols for radio navigation aids on a nautical chart.
- Describe the procedure for measuring water depth using a hand lead. How would you correct the sounding for a moving vessel?
- Explain the principles of electronic echo-sounders and discuss their advantages and limitations compared to manual soundings.
- A vessel records soundings along a route. Using these soundings, determine safe clearance over a submerged obstruction, applying necessary tidal corrections.
- A ship departs from a known position at 0900 with a course of 045° and a speed of 12 knots. After 3 hours, the ship experiences a current with a set of 030° and drift of 2 knots. Calculate the corrected position using DR.
- Explain the steps to determine speed using a log line and how environmental factors may affect measurements.
- Discuss common sources of error in DR navigation and how they can be minimized.
- Using a given tidal table, calculate the expected high and low water times and heights for a port. How would you plan a safe entry for a vessel considering tidal currents?
- Explain the differences between spring and neap tides and their impact on vessel navigation.
- Using a current triangle, determine the set and drift required to maintain a desired course over ground in the presence of tidal flow.
- Explain how to integrate ECDIS data with manual chart work to ensure safe navigation in a coastal area. Include how you would cross-check positions and correct for discrepancies.
- Describe the steps to use radar plotting to verify position during restricted visibility.
- Discuss how voyage planning incorporates environmental factors such as wind, waves, currents, and tides to ensure safety.
- A vessel must navigate through a narrow channel with strong tidal currents and multiple lateral buoys. Describe the planning process and precautions to safely transit the channel.
- Evaluate a scenario where the electronic navigation system fails. How would you continue safe navigation using traditional methods?
- Using tidal and current data, calculate the best departure time for a port to maximize under-keel clearance.

Materials Used in the Course

Textbooks and Reference Books:

- *Bowditch's American Practical Navigator*, 2023 Edition – National Geospatial-Intelligence Agency
- *Admiralty Sailing Directions (Pilot Books)* – UK Hydrographic Office
- *Tidal and Current Tables* – Relevant editions for the region of study
- *Bridge Team Navigation Manual* – IMO Publications
- *Electronic Navigation Systems: ECDIS and Radar Handbook* – Relevant authors and editions

Nautical Charts and Publications:

- Admiralty Charts – Coastal and oceanic charts for practical exercises
- Notices to Mariners – Updates for chart corrections
- Light Lists and List of Radio Signals – For identification of aids to navigation
- Tidal Atlases and Current Atlases – For current and tidal calculations

Equipment and Tools:

- Magnetic and Gyro Compasses
- Parallel Rulers, Dividers, and Protractors
- Echo-Sounders (Manual and Electronic)
- Speed Logs and Log Lines
- Hand Lead Lines and Sounding Equipment
- Navigational Calculators and Software (ECDIS Simulators, Voyage Planning Tools)

Digital Resources:

- Online nautical chart portals and navigation apps (e.g., Navionics, NOAA ENC Viewer)
- IMO e-learning modules and simulation tutorials
- Research papers and case studies on coastal and open-sea navigation

All the above listed books are available at UoK's Grand Library

Program Outcomes Matrix

	Program Outcomes	*Level of Contribution				Targeted Competence Areas
		0	1	2	3	
1	Demonstrate fundamental knowledge of maritime business, shipping operations, port management, and international logistics.				✓	Maritime Business & Operations
2	Apply principles of management, economics, and finance to ship operations, chartering, brokerage, and maritime organizational decision-making.				✓	Maritime Economics & Management
3	Understand and interpret international maritime law, conventions, and trade regulations including SOLAS, MARPOL, UNCLOS, and INCOTERMS.				✓	Maritime Law & Policy
4	Plan and manage port and terminal operations efficiently, considering cargo handling systems, port logistics, and intermodal transport networks.				✓	Port & Terminal Operations Management
5	Employ digital tools and data-driven approaches in ship management, fleet performance monitoring, and maritime logistics systems.				✓	Digital Maritime Operations
6	Integrate sustainability, environmental protection, and decarbonization principles into maritime and logistics operations in line with IMO GHG strategy.			✓		Sustainability & Green Shipping
7	Demonstrate competence in maritime risk assessment, safety management systems (ISM Code), and crisis response in ship and shore-based contexts.			✓		Safety & Risk Management
8	Exhibit leadership, teamwork, and communication skills necessary for multicultural and interdisciplinary maritime organizations.				✓	Leadership & Intercultural Communication
9	Apply marketing, logistics, and supply chain strategies to global shipping and maritime transport sectors.				✓	Global Logistics & Supply Chain Management
10	Prepare and analyze charter parties, bills of lading, and other shipping documents while managing cargo claims and marine insurance issues.				✓	Maritime Documentation & Insurance
11	Utilize effective business English and Maritime English for negotiation, correspondence, and documentation within international maritime contexts.			✓		Maritime Communication & Professional English
12	Demonstrate ethical awareness, corporate responsibility, and adherence to international professional standards in maritime and logistics management.			✓		Ethics & Corporate Responsibility
13	Develop research skills and analytical thinking to identify, evaluate, and solve complex problems in maritime transport and logistics systems.			✓		Analytical Thinking & Research Skills
14	Adapt to innovations such as digitalization, automation, and smart shipping technologies through continuous professional development.				✓	Innovation & Lifelong Learning
15	Apply entrepreneurship and strategic management principles to establish or develop maritime-related enterprises in a competitive global environment.			✓		Entrepreneurship & Strategic Management

***0:** No Contribution **1:** Little Contribution **2:** Partial Contribution **3:** Full Contribution

Program Outcomes /Course Learning Outcomes Matrix **Level of Contribution**:**0**-No Contribution **1**-Little Contribution **2**-Partial Contribution **3**-Full Contribution										
PO	**CLO1**	**CLO2**	**CLO3**	**CLO4**	**CLO5**	**CLO6**	**CLO7**	**CLO8**	**CLO9**	**CLO10**
PO1	3	3	3	3	3	2	2	2	2	3
PO2	1	2	2	2	2	2	3	2	2	2
PO3	2	2	3	2	3	3	2	3	2	3
PO4	1	2	2	2	2	3	2	2	2	2
PO5	3	3	3	2	3	3	3	3	2	3
PO6	2	2	2	2	2	2	2	2	2	2
PO7	1	1	1	1	1	1	2	1	1	2
PO8	1	1	1	1	1	1	1	1	1	1
PO9	1	1	1	1	1	1	1	1	1	1
PO10	1	2	2	2	2	2	2	2	2	2
PO11	1	1	1	1	1	1	1	1	1	1
PO12	1	1	1	1	1	1	1	1	1	1
PO13	1	2	2	2	2	2	2	2	2	2
PO14	1	2	2	2	2	2	2	2	2	2
PO15	1	2	2	2	2	2	2	2	2	2

Course Learning Outcomes/ Evaluation Method		
CLO	**Teaching Method**	**Assessment Method**
CLO1 – Navigation Aids	Lecture, Demonstration, Multimedia Presentation	Quizzes, Assignments, Midterm Exam
CLO2 – Depth Measurement	Lecture, Hands-on Sounding Practice, Lab Exercises	Lab Reports, Quizzes, Practical Exams
CLO3 – Dead Reckoning Navigation	Lecture, Problem-Solving Sessions, Simulation Exercises	Assignments, Midterm Exam, Practical Exercises
CLO4 – Tides and Currents	Lecture, Case Studies, Simulation	Quizzes, Assignments, Midterm Exam
CLO5 – Integrated Navigation Techniques	Lecture, Practical Exercises, Bridge Simulations	Practical Exams, Lab Reports, Assignments
CLO6 – Chart and Publication Interpretation	Lecture, Tutorials, Simulation Exercises	Quizzes, Assignments, Practical Exams
CLO7 – Bridge Team Communication	Role-Playing, Group Exercises, Simulation	Observation, Assignments, Practical Exams
CLO8 – Navigation Problem Solving	Problem-Based Learning, Case Studies, Simulations	Assignments, Midterm Exam, Practical Exercises
CLO9 – Professional & Ethical Responsibilities	Lecture, Discussions, Case Studies	Quizzes, Assignments, Participation
CLO10 – Applied Navigation Integration	Scenario-Based Exercises, Simulation, Group Projects	Project Reports, Practical Exams, Assignments

ECTS / Workload Table			
Activities	**Number**	**Duration (Hours)**	**Total Workload**
Preparation for lectures	**15**	**1**	**15**
Lectures	**15**	**4**	**60**
Midterm Exam	**1**	**2**	**2**
Preparation for Midterm Exam	**1**	**10**	**10**
Final Exam	**1**	**2**	**2**
Preparation for Final Exam	**1**	**10**	**10**
Presentation(s)	**-**	**-**	**-**
Preparation for Presentation(s)	**-**	**-**	**-**
Research for Project(s)/Essay(s)	**-**	**-**	**-**
Project Writing	**-**	**-**	**-**
Group Work	**-**	**-**	**-**
In-class Discussion(s)	**15**	**1**	**15**
Quiz(es)	**-**	**-**	**-**
Preparation for Quiz(es)	**-**	**-**	**-**
Laboratory	**-**	**-**	**-**
Assignment(s)/Homework/Class Works	**1**	**20**	**20**
Micro-Teaching Sessions	**-**	**-**	**-**
Lesson Planning	**-**	**-**	**-**
Materials Adaptation	**-**	**-**	**-**
Material Development	**-**	**-**	**-**
Draft Preparation	**-**	**-**	**-**
Drawing	**-**	**-**	**-**
Essay Writing	**-**	**-**	**-**
Tutorial(s)	**-**	**-**	**-**
Portfolio Preparation	**-**	**-**	**-**
Portfolio Presentation	**-**	**-**	**-**
Total Workload			**134**
ECTS Credit			**3**

Evaluation System		
Semester Requirements	**Number**	**Percentage of Grade**
Attendance/Participation	15	10
Laboratory	-	-
Application	-	-
Field Work	-	-
Special Course Internship (Work Placement)	-	-
Homework/Assignments	1	10
Providing reliability and motivation of the individual homework completion and Submission	-	-
Presentation/Jury	-	-
Project	-	-
Quiz	-	-
Midterms/Oral Exams	1	30
Final/Oral Exams	1	50
Total	**2**	**100**

	Percentage	**Course Grade**	**Coefficient**
Grading Policy	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
	Less than 70% attendance	NA	-
Course Requirements and Policies	• Alerted attendance at the lectures is essential! • Students are expected to check frequently the instructor's web page for the course announcements. • University of Kyrenia honor code will be strictly enforced regarding any issues concerning cheating.		

University of Kyrenia

Faculty of Maritime Studies

Maritime Management

Syllabus

Course name: Maritime Safety II							
Code	**Year**	**Semester**	**Credit**	**ECTS**	**Course application, Hour/Week**		
					Theoretical	**Application**	**Laboratory**
SAF102	I	Spring	3	3	2	2	0
Course type: Compulsory				**Prerequisite: x**		**Language:** English	
% Contribution to the Professional Fundamental Component				**Basic Sciences**	**Engineering Science**	**Engineering Design**	**General Education**
				30	-	-	70
Course Venue and Time				Wednesday 14.30-17.20			
Instructor information				**Cpt. Çağrı Deliceırmak** Faculty of Maritime Studies Wednesday / 08:00 – 12:20 +90 (392) 650 26 00 / 4060 cagri.deliceirmak@kyrenia.edu.tr www.kyrenia.edu.tr			

Course Description	The course will be conducted in accordance with the IMO Model Courses 1.19, 1.20, and 1.23, as well as the national regulation "Egitim Sinav Yonergesi 2025" of the Turkish Republic. Successful students will be eligible to obtain mandatory STCW certificates of (1); Personal Survival Techniques, (2); Fire Prevention and Fire Fighting, (3); Proficiency in Survival Crafts and Rescue Boats (Other than Fast Rescue Boats). The course contents include Mustering in emergencies onboard. The operation, maintenance, launching, and recovery of Survival Crafts and Rescue Boats. Evacuation procedures and survival techniques at sea. Dangers, life, and best practices in survival crafts. Preventing and fighting fires onboard. Firefighting methods, operations, and maintenance of the firefighting equipment.
Course Aims and Objectives	This course aims to train students with the essential knowledge, skills, and competencies required for maritime safety, emergency response, and safe working practices on board and in emergencies. The course provides a foundation for understanding personal survival techniques at sea, fire prevention and firefighting on board, and the operation of survival craft. • Demonstrate proficiency in the operation, maintenance, launching, and recovery of survival crafts and rescue boats aboard the vessel. • Identify potential hazards and implement preventive measures to ensure safety on board. • Demonstrate knowledge and proficiency in fire prevention and firefighting methods on ships. • Demonstrate knowledge and proficiency in muster and evacuation procedures during onboard emergencies. • Demonstrate knowledge and proficiency in personal survival techniques at sea.
Course Learning Outcomes	**LO1:** Proper utilization of survival craft and rescue boats on vessels, encompassing launching, recovery, and operational procedures. **LO2:** Assess potential hazards and implement preventive measures to ensure a safe environment on board. **LO3:** Proficiency in fire prevention and firefighting onboard, including the use and maintenance of firefighting equipment, alarms, and detection systems. **LO4:** Proficiency in mustering, response, and evacuation procedures during emergencies aboard the vessel. **LO5:** Proficiency and requisite skills in personal survival techniques at sea.

Content of the Course

Week	*Subject*
1	**Fire Prevention and Firefighting** Terminology and related maritime English terms. Description of fire. Ignition, spreading, and extinguishing of fire. Prevention and the most common reasons for fire onboard. Classification of fire and appropriate extinguishing agents.
2	**Fire Prevention and Firefighting** Terminology and related maritime English terms. Firefighting equipment and systems which used on board. Fixed and portable extinguishers. Fire main, hydrants, hoses, nozzles, and pumps.
3	**Fire Prevention and Firefighting** Terminology and related maritime English terms. Fireman outfit and Breathing Apparatus (SCBA). Detection systems Fire doors, escape routes, and procedures.
4	**Fire Prevention and Firefighting (Practical)** Practical Training Operation of Portable Fire Extinguishers Operation of Fire control systems, including fire pumps, hoses, and nozzles Operation of Fixed Fire Extinguishers (Detection and Sprinkler Systems)
5	**Fire Detection and Alarm Systems (Practical)** Operation of Fixed Fire Extinguishers (CO_2 System) Donning and use of Fireman's Outfit and BA Set Fire in enclosed spaces Rescue from enclosed spaces
6	**Survival Techniques at Sea** Terminology and related maritime English terms. Emergencies on board and survival methods Life Saving Appliances onboard, including survival crafts and personal life saving appliances Musters, training, and drills Launching - Recovery Operations and maintenance of Lifeboats
7	**Survival Techniques at Sea** Terminology and related maritime English terms. Use of life jackets Use of immersion suits Use of Thermal Protective Equipment Use of lifebuoys
8	**Survival Techniques at Sea** Terminology and related maritime English terms. Mustering and Abandoning Ship Procedures Survival techniques and dangers in survival crafts Survival techniques, dangers, and correct actions in the sea
9	**Survival Techniques at Sea (Practical)**

	Use of Personal Life Saving Appliances. Correct use of life jackets, immersion suits, and TPA Mustering and Abandoning Ship practice Jumping and swimming methods in the sea
10	**Survival Techniques at Sea (Practical)** Use of Personal Life Saving Appliances. Correct use of life jackets, immersion suits, and TPA Mustering and Abandoning Ship practice Jumping and swimming methods in the sea
11	**Proficiency in Survival Crafts and Rescue Boats** Terminology and related maritime English terms. Lifeboats, the types, structure, and specifications Lifeboat Equipment and purposes Launching and Recovery Appliances of Lifeboats Launching - Recovery Operations and maintenance of Lifeboats
12	**Proficiency in Survival Crafts and Rescue Boats** Terminology and related maritime English terms. Liferafts, the types, structure, and specifications Liferaft Equipment and purposes Launching Appliances of Liferafts Launching Operations and maintenance of Liferafts
13	**Proficiency in Survival Crafts and Rescue Boats** Terminology and related maritime English terms. Survival techniques in Lifeboats and Liferafts Use of pyrotechnics, EPIRB, and SART in survival craft. Importance of food and water in survival crafts Dangers in Survival Crafts Rescue operations in Survival Crafts
14	**Proficiency in Survival Crafts and Rescue Boats (Practical)** Abandoning Ship with Lifeboats Preparing Lifeboat for Launching Launching and Recovering of Lifeboats Starting the engine and operating the release mechanism Use of lifeboat equipment, including painter line, sea-anchor, and pyrotechnics
15	**Proficiency in Survival Crafts and Rescue Boats (Practical)** Abandoning Ship with Liferafts Preparing Lifeboat for Launching Launching and inflating Liferafts Boarding Liferaft Use of liferaft equipment, including painter line, sea-anchor, and pyrotechnics

Methods and Techniques used in the Course

Lectures and Interactive Discussions:

- Presentation of theoretical concepts related to maritime safety, first aid, and emergency procedures.
- Encouraging active participation and Q&A sessions to deepen understanding.

Practical Demonstrations and Simulations:

- Hands-on training for first aid, firefighting, lifesaving, and emergency response.
- Use of simulated accident scenarios, emergency drills, and onboard equipment demonstrations.

Case Studies and Problem-Solving Exercises:

- Analysis of real maritime incidents to understand causes, preventive measures, and response strategies.
- Group exercises to develop decision-making and critical thinking skills during emergencies.

Use of Multimedia and E-Learning Tools:

- Instructional videos, interactive e-learning modules, and digital resources to illustrate safety procedures and equipment use.

Teamwork and Role-Playing Activities:

- Role assignment in emergency scenarios to practice coordination, communication, and leadership under pressure.

Assessments and Feedback:

- Regular evaluation of practical skills, knowledge tests, and drills.
- Immediate feedback and reflection sessions to improve performance and understanding.

Integration with International Standards:

- Training aligned with IMO, STCW, and ISPS Code requirements for maritime safety and security.

Sample Questions

Fire Prevention and Fire Fighting

- What type of portable fire extinguishers are used on ships?
- What are the extinguishing methods of a fire?

Survival Techniques at Sea

- Which personal LSA are used to protect body-core temperature in sea?
- What type of personal life saving appliances are used onboard?

Proficiency in Survival Crafts:

- What type of lifeboats are used on cargo ships?
- What is HRU?
- What are the launching methods of liferafts?

Materials Used in the Course

Textbooks & Reference Books:

- Lecturer Notes, Related IMO Model Courses and STCW (Standards of Training, Certification, and Watchkeeping) manuals.
- SOLAS Consolidated Edition, LSA Code, FSS Code, PST Workbook, The Fire Fighting System Guidance, Fire Prevention and Fire Fighting
    - SOLAS Consolidated Edition
    - LSA Code
    - FSS Code
    - PST Workbook
    - The Fire Fighting System Guidance
    - Fire Prevention and Fire Fighting

Supplementary Resources

- Instructional videos demonstrate emergency response techniques, personal safety, and the use of protective equipment.
- Interactive simulations of onboard emergency scenarios, including collision, flooding, fire, and piracy attacks.
- Online resources from the International Maritime Organization (IMO) and maritime safety training platforms.
- Survival Crafts (Lifeboat and Liferaft) and Rescue Boats.
- Personal life-saving appliances (PPE) such as life jackets, lifebuoys, immersion Suits, and TPA.
- Firefighting equipment: portable extinguishers, fire hoses, fire nozzles, Fireman's Outfit and BA Set, fire blankets, fire detection and alarm systems, fixed CO2 System, and Foam Applicators.

All the above-listed books are available at UoK's Grand Library.

Program Outcomes Matrix

	Program Outcomes	*Level of Contribution				Targeted Competence Areas
		0	1	2	3	
1	Demonstrate fundamental knowledge of maritime business, shipping operations, port management, and international logistics.				✓	Maritime Business & Operations
2	Apply principles of management, economics, and finance to ship operations, chartering, brokerage, and maritime organizational decision-making.				✓	Maritime Economics & Management
3	Understand and interpret international maritime law, conventions, and trade regulations including SOLAS, MARPOL, UNCLOS, and INCOTERMS.				✓	Maritime Law & Policy
4	Plan and manage port and terminal operations efficiently, considering cargo handling systems, port logistics, and intermodal transport networks.				✓	Port & Terminal Operations Management
5	Employ digital tools and data-driven approaches in ship management, fleet performance monitoring, and maritime logistics systems.				✓	Digital Maritime Operations
6	Integrate sustainability, environmental protection, and decarbonization principles into maritime and logistics operations in line with IMO GHG strategy.			✓		Sustainability & Green Shipping
7	Demonstrate competence in maritime risk assessment, safety management systems (ISM Code), and crisis response in ship and shore-based contexts.			✓		Safety & Risk Management
8	Exhibit leadership, teamwork, and communication skills necessary for multicultural and interdisciplinary maritime organizations.				✓	Leadership & Intercultural Communication
9	Apply marketing, logistics, and supply chain strategies to global shipping and maritime transport sectors.				✓	Global Logistics & Supply Chain Management
10	Prepare and analyze charter parties, bills of lading, and other shipping documents while managing cargo claims and marine insurance issues.				✓	Maritime Documentation & Insurance
11	Utilize effective business English and Maritime English for negotiation, correspondence, and documentation within international maritime contexts.			✓		Maritime Communication & Professional English
12	Demonstrate ethical awareness, corporate responsibility, and adherence to international professional standards in maritime and logistics management.			✓		Ethics & Corporate Responsibility
13	Develop research skills and analytical thinking to identify, evaluate, and solve complex problems in maritime transport and logistics systems.			✓		Analytical Thinking & Research Skills
14	Adapt to innovations such as digitalization, automation, and smart shipping technologies through continuous professional development.				✓	Innovation & Lifelong Learning
15	Apply entrepreneurship and strategic management principles to establish or develop maritime-related enterprises in a competitive global environment.			✓		Entrepreneurship & Strategic Management

***0:** No Contribution **1:** Little Contribution **2:** Partial Contribution **3:** Full Contribution

Program Outcomes /Course Learning Outcomes Matrix **Level of Contribution**:**0**-No Contribution **1**-Little Contribution **2**-Partial Contribution **3**-Full Contribution										
PO	**CLO1**	**CLO2**	**CLO3**	**CLO4**	**CLO5**	**CLO6**	**CLO7**	**CLO8**	**CLO9**	**CLO10**
PO1	3	3	3	3	3	x	x	x	x	x
PO2	3	3	3	3	3	x	x	x	x	x
PO3	3	3	3	3	3	x	x	x	x	x
PO4	2	2	2	2	2	x	x	x	x	x
PO5	3	3	3	3	3	x	x	x	x	x
PO6	3	3	3	3	3	x	x	x	x	x
PO7	3	3	3	3	3	x	x	x	x	x
PO8	2	2	2	2	2	x	x	x	x	x
PO9	1	2	1	1	1	x	x	x	x	x
PO10	3	3	3	3	3	x	x	x	x	x
PO11	3	3	3	3	3	x	x	x	x	x
PO12	3	3	3	3	3	x	x	x	x	x
PO13	1	2	1	1	1	x	x	x	x	x
PO14	1	2	1	1	1	x	x	x	x	x
PO15	1	2	1	1	1	x	x	x	x	x

Course Learning Outcomes/ Evaluation Method		
CLO	**Teaching Method**	**Assessment Method**
LO1	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO2	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO3	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO4	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO5	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment

ECTS / Workload Table			
Activities	**Number**	**Duration (Hours)**	**Total Workload**
Preparation for lectures	**15**	**1**	**15**
Lectures	**15**	**3**	**45**
Midterm Exam	**1**	**1**	**1**
Preparation for Midterm Exam	**1**	**5**	**5**
Final Exam	**1**	**1**	**1**
Preparation for Final Exam	**1**	**5**	**5**
Presentation(s)	-	-	-
Preparation for Presentation(s)	-	-	-
Research for Project(s)/Essay(s)	-	-	-
Project Writing	-	-	-
Group Work	**3**	**5**	**15**
In-class Discussion(s)	**15**	**1**	**15**
Quiz(es)	-	-	-
Preparation for Quiz(es)	-	-	-
Laboratory	-	-	-
Assignment(s)/Homework/Class Works	-	-	-
Micro-Teaching Sessions	-	-	-
Lesson Planning	-	-	-
Materials Adaptation	-	-	-
Material Development	-	-	-
Draft Preparation	-	-	-
Drawing	-	-	-
Essay Writing	-	-	-
Tutorial(s)	-	-	-
Portfolio Preparation	-	-	-
Portfolio Presentation	-	-	-
Total Workload			**102**
ECTS Credit			**3**

Evaluation System		
Semester Requirements	**Number**	**Percentage of Grade**
Attendance/Participation	1	5
Laboratory	-	-
Application	3	45
Field Work	-	-
Special Course Internship (Work Placement)	-	-
Assignment(s)/Homework/Class Works	-	-
Providing reliability and motivation for the individual's homework completion and Submission	-	-
Presentation/Jury	-	-
Project	-	-
Quiz	-	-
Midterms/Oral Exams	1	20
Final/Oral Exams	1	30
Total	**6**	**100**

	Percentage	**Course Grade**	**Coefficient**
Grading Policy	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
	Less than 70% attendance	NA	-
Course Requirements and Policies	• Alerted attendance at the lectures is essential! • Students are expected to check the instructor's web page frequently for the course announcements. • The University of Kyrenia honor code will be strictly enforced regarding any issues concerning cheating.		

University of Kyrenia

Faculty of Maritime Studies

Maritime Management

Syllabus

Course name: Seamanship II							
Code	**Year**	**Semester**	**Credit**	**ECTS**	**Course application, Hour/Week**		
					Theoretical	**Application**	**Laboratory**
SEA102	I	Spring	3	3	2	2	0
Course type: Compulsory				**Prerequisite: x**		**Language:** English	
% Contribution to the Professional Fundamental Component				**Basic Sciences**	**Engineering Science**	**Engineering Design**	**General Education**
				30	-	-	70
Course Venue and Time				Wednesday 14.30-17.20			
Instructor information				**Cpt. Çağrı Deliceırmak** Faculty of Maritime Studies Wednesday / 09:00 – 12:00 +90 (392) 650 26 00 / 4060 cagri.deliceirmak@kyrenia.edu.tr www.kyrenia.edu.tr			

Course Description	This course provides students with a comprehensive understanding of the fundamental principles, practices, and terminology of maritime operations. It covers marine ropes and ropework, anchoring and mooring operations, cargo handling operations, and ship steering. The course also emphasizes the maintenance and repair of ship structures, machinery, and safety equipment, as well as the correct application of maritime English terminology. Through a combination of theoretical instruction and practical examples, students will develop the knowledge and skills necessary to safely and effectively operate and manage vessels in a professional maritime environment.
Course Aims and Objectives	This course aims to equip students with a thorough understanding of seamanship principles, ship structure and equipment, and safe shipboard operations. The course combines theoretical knowledge with practical skills, preparing students to effectively manage routine operations, maintenance, and safety procedures on board various types of vessels. • Comprehend the classification, varieties, and specifications of marine ropes. • Understand and practice rope work, including knots, bends, and hitches. • Acquire practical knowledge in mooring, anchoring, steering, and ship handling operations. • Identify and elucidate the functions of shipboard equipment, including ropes, anchoring, mooring, cargo handling, steering, and engine operation systems. • Understand the instructions and commands related to mooring, anchoring, steering, cargo handling, and ship handling operations. • Acquire knowledge regarding maintenance and repair practices concerning ship structures, machinery, and safety equipment. • Acquire knowledge of standard maritime terminology employed in shipboard operations to facilitate effective communication onboard vessels. • Acquire a comprehensive understanding of safe working practices in maritime operations, including cargo handling, maneuvering, and maintenance procedures.
	LO1: Classify ropes according to type, function, and construction. **LO2**: Demonstrate proficiency in ropework, mooring, and anchoring operations, including the use of different types of ropes, knots, and mooring equipment.

Course Learning Outcomes	**LO3**: Demonstrate proficiency in using shipboard equipment and systems, including ropes, anchoring, mooring, cargo handling, steering, and engine systems. **LO4**: Demonstrate expertise in commands and procedures related to mooring, anchoring, steering, cargo handling, and ship handling operations. **LO5**: Prepare and execute shipboard maintenance plans, including decks, machinery, safety equipment, painting, and corrosion prevention works. **LO6**: Use and apply proper maritime terminology in shipboard operations. **LO7**: Demonstrate expertise and adhere to safe operational practices onboard, ensuring the well-being of the crew and the preservation of the vessel's integrity. **LO8**: Integrate theoretical knowledge and practical skills for problem-solving in ship operations and maintenance scenarios.

Content of the Course

Week	*Subject*
1	**Marine Ropes and Types** Terminology and related maritime English terms Definition, type, material, and purpose of ropes Construction of ropes Dimensions, safe working loads, and breaking strength of ropes
2	**Marine Ropes and Types** Terminology and related maritime English terms Natural Ropes: characteristics, specifications, and purposes Synthetic Ropes: characteristics, specifications, and purposes Steel Wire Ropes: characteristics, specifications, and purposes Dimensions, safe working loads, breaking strength, and safety factor of ropes
3	**Rope Work: Knots, Bends, and Hitches** Terminology and related maritime English terms The most common knots and bends used on shipping Hitches, synthetic and steel ropes Splicing and eye-making techniques
4	**Rope Work: Knots, Bends, and Hitches (Practical)** Terminology and related maritime English terms The most common knots and bends used on shipping Hitches, synthetic and steel ropes Splicing and eye-making techniques
5	**Mooring Ropes** Terminology and related maritime English terms Mooring ropes and names Mooring operations Mooring commands Safety factors and precautions in mooring operations
6	**Mooring Ropes (Practical)** Terminology and related maritime English terms Mooring ropes and names Mooring operations Mooring commands Safety factors and precautions in mooring operations
7	**Anchors and Chains** Terminology and related maritime English terms Types of anchors and their uses Anchor chain construction, strength, and handling Windlasses and anchoring equipment Commands and communication in anchoring operations
8	**Cargo Handling Equipment** Terminology and related maritime English terms Winches and derricks, parts and riggings Cranes (ship and shore-based) Slings, pallets, nets, and containers Pulleys, sheaves, blocks, tackles, and their rigging and lifting calculations Commands and communication in cargo operations
9	**Steering and Engine (Maneuvering) Commands**

	Terminology and related maritime English terms Steering commands Engine Commands Preparation for manoeuvring
10	**Maintenance and Repair (I)** Principles of planned maintenance Deck maintenance: daily, voyage, and annual tasks Corrosion causes and anti-corrosion methods
11	**Maintenance and Repair (II)** Surface preparation: chipping, scraping, sandblasting Painting materials and application techniques Storage and management of paint supplies
12	**Maintenance and Repair (III)** Maintenance of wood, aluminum, and rope materials Maintenance of mooring equipment, chains, and anchors Lubrication and care of moving equipment
13	**Maintenance and Repair (IV)** Tank maintenance: ballast, fresh water, cargo tanks Hatch covers, ladders, and gangways Welding, cutting, and hot work planning
14	**Maintenance of Deck Machinery and Safety Equipment** Maintenance of winches, windlasses, and cranes Lifesaving and firefighting equipment maintenance Cooperation between the deck and engine departments
15	**Review and Maritime English Terminology** English terminology for ship types, structures, and equipment Seamanship vocabulary and practical usage Course review and preparation for final assessment

Methods and Techniques used in the Course

Lectures & Theoretical Explanations – Instructor-led presentations supported by visual materials to explain ship structures, classifications, and maritime terminology.

Classroom Discussions & Question–Answer Sessions – Interactive sessions to encourage critical thinking and clarification of concepts.

Case Studies & Problem-Solving Activities – Analysis of real-life seamanship scenarios and shipboard operations to enhance decision-making skills.

Practical Demonstrations – Use of ship models, diagrams, and multimedia tools to demonstrate structural elements, equipment, and seamanship practices.

Collaborative Learning – Group assignments and peer discussions to promote teamwork and communication using maritime terminology.

Simulation-Based Learning (where applicable) – Application of ship handling and navigation software, or bridge simulators, to reinforce theoretical knowledge.

Terminology Drills & Exercises – Practice of English maritime terms to improve professional language competence.

Assignments & Projects – Independent research tasks and written reports to develop analytical and academic writing skills.

Examinations & Quizzes – Assessment methods to measure theoretical understanding and practical application.

Sample Questions

- What are the three primary construction materials of ropes used on ships?
- What is the purpose of the spring line?
- Which of the following mooring lines are not floating?
- Describe the purpose and maintenance procedure for the ship's windlass and anchor system.
- What is the importance of surface preparation in painting?
- Explain the meaning of the following terms. Ease to port, Hard to Starboard, Heave up, anchor aweigh, cast off.

Materials Used in the Course

Textbooks and Reference Books

- Lecturer Notes, Related IMO Model Courses, and STCW (Standards of Training, Certification, and Watchkeeping) manuals.
- SOLAS Consolidated Edition, Introduction to Naval Architecture, Ship Construction, Seamanship Techniques: Shipboard and Marine Operations, The Annapolis Book of Seamanship.

Supplementary Resources

- Instructional videos demonstrate seamanship techniques and ship construction.
- Online resources from the International Maritime Organization (IMO) and maritime safety training platforms.
- Training ship

All the above listed books are available at UoK's Grand Library

Program Outcomes Matrix

	Program Outcomes	*Level of Contribution				Targeted Competence Areas
		0	1	2	3	
1	Demonstrate fundamental knowledge of maritime business, shipping operations, port management, and international logistics.				✓	Maritime Business & Operations
2	Apply principles of management, economics, and finance to ship operations, chartering, brokerage, and maritime organizational decision-making.				✓	Maritime Economics & Management
3	Understand and interpret international maritime law, conventions, and trade regulations including SOLAS, MARPOL, UNCLOS, and INCOTERMS.				✓	Maritime Law & Policy
4	Plan and manage port and terminal operations efficiently, considering cargo handling systems, port logistics, and intermodal transport networks.				✓	Port & Terminal Operations Management
5	Employ digital tools and data-driven approaches in ship management, fleet performance monitoring, and maritime logistics systems.				✓	Digital Maritime Operations
6	Integrate sustainability, environmental protection, and decarbonization principles into maritime and logistics operations in line with IMO GHG strategy.			✓		Sustainability & Green Shipping
7	Demonstrate competence in maritime risk assessment, safety management systems (ISM Code), and crisis response in ship and shore-based contexts.			✓		Safety & Risk Management
8	Exhibit leadership, teamwork, and communication skills necessary for multicultural and interdisciplinary maritime organizations.				✓	Leadership & Intercultural Communication
9	Apply marketing, logistics, and supply chain strategies to global shipping and maritime transport sectors.				✓	Global Logistics & Supply Chain Management
10	Prepare and analyze charter parties, bills of lading, and other shipping documents while managing cargo claims and marine insurance issues.				✓	Maritime Documentation & Insurance
11	Utilize effective business English and Maritime English for negotiation, correspondence, and documentation within international maritime contexts.			✓		Maritime Communication & Professional English
12	Demonstrate ethical awareness, corporate responsibility, and adherence to international professional standards in maritime and logistics management.			✓		Ethics & Corporate Responsibility
13	Develop research skills and analytical thinking to identify, evaluate, and solve complex problems in maritime transport and logistics systems.			✓		Analytical Thinking & Research Skills
14	Adapt to innovations such as digitalization, automation, and smart shipping technologies through continuous professional development.				✓	Innovation & Lifelong Learning
15	Apply entrepreneurship and strategic management principles to establish or develop maritime-related enterprises in a competitive global environment.			✓		Entrepreneurship & Strategic Management

***0:** No Contribution **1:** Little Contribution **2:** Partial Contribution **3:** Full Contribution

Program Outcomes /Course Learning Outcomes Matrix **Level of Contribution**:**0**-No Contribution **1**-Little Contribution **2**-Partial Contribution **3**-Full Contribution										
PO	**CLO1**	**CLO2**	**CLO3**	**CLO4**	**CLO5**	**CLO6**	**CLO7**	**CLO8**	**CLO9**	**CLO10**
PO1	3	3	3	3	3	3	3	3	x	x
PO2	3	3	3	3	2	3	3	3	x	x
PO3	3	3	3	3	3	3	3	3	x	x
PO4	3	3	3	3	2	3	3	3	x	x
PO5	2	2	3	2	3	2	2	2	x	x
PO6	3	3	3	3	3	3	3	3	x	x
PO7	3	3	3	3	3	3	3	3	x	x
PO8	2	2	2	2	3	2	2	2	x	x
PO9	1	2	2	2	2	2	1	1	x	x
PO10	3	3	3	3	3	3	3	3	x	x
PO11	2	2	2	2	3	2	2	2	x	x
PO12	3	3	3	3	3	3	3	3	x	x
PO13	2	2	2	2	3	2	2	2	x	x
PO14	2	2	2	2	3	2	2	2	x	x
PO15	2	2	2	2	3	2	2	2	x	x

Course Learning Outcomes/ Evaluation Method		
CLO	**Teaching Method**	**Assessment Method**
LO1	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO2	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO3	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO4	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO5	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO6	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO7	Lectures, Practical Applications, Case Studies, and Discussions	Midterm Exam, Practical Exam, Final Exam, Assignment
LO8	Lectures, Practical Applications, Case Studies, and Discussions	Practical Exam, Final Exam, Assignment

ECTS / Workload Table			
Activities	**Number**	**Duration (Hours)**	**Total Workload**
Preparation for lectures	**15**	**1**	**15**
Lectures	**15**	**3**	**45**
Midterm Exam	**1**	**1**	**1**
Preparation for Midterm Exam	**1**	**5**	**5**
Final Exam	**1**	**1**	**1**
Preparation for Final Exam	**1**	**5**	**5**
Presentation(s)	-	-	-
Preparation for Presentation(s)	-	-	-
Research for Project(s)/Essay(s)	-	-	-
Project Writing	-	-	-
Group Work	-	-	-
In-class Discussion(s)	**15**	**1**	**15**
Quiz(es)	-	-	-
Preparation for Quiz(es)	-	-	-
Laboratory	-	-	-
Assignment(s)/Homework/Class Works	**2**	**5**	**10**
Micro-Teaching Sessions	-	-	-
Lesson Planning	-	-	-
Materials Adaptation	-	-	-
Material Development	-	-	-
Draft Preparation	-	-	-
Drawing	-	-	-
Essay Writing	-	-	-
Tutorial(s)	-	-	-
Portfolio Preparation	-	-	-
Portfolio Presentation	-	-	-
Total Workload			**97**
ECTS Credit			**3**

Evaluation System		
Semester Requirements	**Number**	**Percentage of Grade**
Attendance/Participation	1	10
Laboratory	-	-
Application	2	30
Field Work	-	-
Special Course Internship (Work Placement)	-	-
Assignment(s)/Homework/Class Works	1	10
Providing reliability and motivation for the individual homework completion and Submission	-	-
Presentation/Jury	-	-
Project	-	-
Quiz	-	-
Midterms/Oral Exams	1	20
Final/Oral Exams	1	30
Total	**6**	**100**

	Percentage	**Course Grade**	**Coefficient**
Grading Policy	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
	Less than 70% attendance	NA	-
Course Requirements and Policies	• Alerted attendance at the lectures is essential! • Students are expected to check the instructor's web page frequently for the course announcements. • The University of Kyrenia honor code will be strictly enforced regarding any issues concerning cheating.		

University of Kyrenia

Faculty of Maritime Studies

Maritime Management

Syllabus

Course name: Standards of Watchkeeping I							
Code	**Year**	**Semester**	**Credit**	**ECTS**	**Course application, Hour/Week**		
					Theoretical	**Application**	**Laboratory**
WAT102	II	Spring	4	3	4	0	0
Course type: Compulsory				**Prerequisite: x**		**Language:** English	
% Contribution to the Professional Fundamental Component				**Basic Sciences**	**Engineering Science**	**Engineering Design**	**General Education**
				-	-	-	100
Course Venue and Time				Wednesday 09.30-11.20			
Instructor information				**Cpt. Caner Özbilgiç** Faculty of Maritime Studies Wednesday / 09:00 - 12:00 +90 (392) 650 26 00 / 4040 caner.ozbilgic@kyrenia.edu.tr www.kyrenia.edu.tr			

Course Description	This course provides students with a comprehensive understanding of the principles and practices of safe watchkeeping in accordance with international maritime conventions and standards, particularly the STCW Convention. The course covers bridge organization, the duties and responsibilities of the Officer of the Watch (OOW), fitness for duty, and various types of watchkeeping including sea, port, anchor, and cargo operations. Students will also learn about voyage planning, watch handover procedures, system checks during navigation, and safe navigation in restricted waters. Emphasis is placed on the use of navigational equipment, compliance with COLREGs, and effective communication with Vessel Traffic Services (VTS) and Ship Reporting Systems.
Course Aims and Objectives	• To provide students with the fundamental knowledge and skills necessary for safe and effective watchkeeping at sea and in port. • To develop awareness of the responsibilities and duties of the Officer of the Watch (OOW) in compliance with international maritime regulations and standards. • To enhance students' ability to plan, organize, and execute different types of watches including sea, port, anchor, and cargo operations. • To familiarize students with bridge organization, navigational equipment, and voyage planning procedures for ensuring safe navigation. • To promote safe navigation practices in restricted waters, during pilotage, and under challenging conditions. • To improve communication skills and knowledge of reporting systems such as VTS and ship reporting procedures for operational safety.
Course Learning Outcomes	**CLO1 – Safe Watchkeeping Principles:** Explain the principles of safe watchkeeping in compliance with STCW and COLREG conventions. **CLO2 – Bridge Organization & Responsibilities:** Describe the organization of the bridge and the duties and responsibilities of officers during various types of watches. **CLO3 – Voyage Planning:** Demonstrate knowledge of voyage planning, required preparation documents, and procedures necessary for safe navigation. **CLO4 – Types of Watches:** Identify requirements and best practices for sea, port, anchor, and cargo watches. **CLO5 – Navigation in Restricted Waters:** Apply safe navigation techniques in restricted waters, coastal areas, and during pilotage operations.

	CLO6 – Use of Navigational Aids: Utilize navigational instruments, equipment, and electronic aids effectively to maintain a safe watch. **CLO7 – Reporting Practices:** Recognize the importance of vessel reporting systems (VTS, ship reporting schemes) and apply correct reporting practices. **CLO8 – Risk Analysis & Decision-Making:** Analyze and evaluate potential risks during watchkeeping to ensure maritime safety, environmental protection, and operational efficiency. **CLO9 – Professional Responsibility:** Demonstrate understanding of professional responsibility, duty fitness, and situational awareness during watch. **CLO10 – Integrated Watchkeeping Competence:** Combine theoretical knowledge, practical skills, and situational awareness to maintain an effective and safe watch in real operational scenarios.

Content of the Course

Week	*Subject*
1	**Introduction to Safe Watchkeeping** Principles, importance, and international framework (STCW Code)
2	**Introduction to Safe Watchkeeping** Principles, importance, and international framework (STCW Code)
3	**Fitness for Duty** Human factors, fatigue management, and maintaining operational readiness
4	**Types of Deck Watches** Sea watch, port watch, anchor watch, and gangway watch
5	**Voyage Planning** Passage planning, preparation of documents, and pre-departure requirements
6	**Watch Handover Procedures** Essential checks and communications during watch change
7	**Monitoring During Watch** System checks, operational controls, and navigation equipment
8	**Navigation in Restricted Conditions** Coastal and confined waters, pilotage techniques, and blind pilotage
9	**Port Arrival and Departure** Preparations, reporting requirements, and coordination
10	**Ship Reporting Systems** Principles of ship reporting, mandatory reporting schemes, and international regulations
11	**Vessel Traffic Services (VTS)** Procedures, communication protocols, and reporting requirements
12	**Bridge Resource Management (BRM) I** Principles, resource allocation, task prioritization
13	**Bridge Resource Management (BRM) II** Communication, assertiveness, leadership, situational awareness, teamwork
14	**Collision Regulations (COLREGs)** Rules for preventing collisions at sea, responsibilities between vessels
15	**Marine Environmental Protection** Watchkeeping responsibilities for pollution prevention, MARPOL compliance

Methods and Techniques used in the Course

Lectures and Presentations: Theoretical knowledge is delivered through interactive lectures supported by multimedia presentations.

Case Studies: Real-life maritime scenarios are analyzed to improve students' decision-making and problem-solving skills.

Classroom Discussions: Students are encouraged to share opinions and engage in discussions to deepen understanding of responsibilities during watch.

Practical Examples: Illustrations from bridge operations, voyage planning, and reporting systems are demonstrated.

Role-Playing & Simulation Practices: Watchkeeping duties are practiced through role-playing and simulator-based exercises (where available).

Question–Answer Sessions: Active engagement with students to ensure comprehension of STCW and COLREG requirements.

Self-Study and Assignments: Students are given assignments and encouraged to review watchkeeping cases individually.

Sample Questions

- Which of the following is NOT a responsibility of an officer of the watch (OOW) during bridge watchkeeping?

  a) Keeping a proper lookout

  b) Monitoring the vessel's position and course

  c) Performing cargo operations

  d) Complying with COLREGs
- According to STCW regulations, what is the minimum rest period for seafarers in any 24-hour period?

  a) 8 hours

  b) 10 hours

  c) 12 hours

  d) 14 hours
- Explain the importance of handing over procedures during watchkeeping.
- What are the key elements to be checked before taking over a navigational watch?
- Describe the responsibilities of the OOW while navigating in restricted waters.
- You are the OOW during a night passage in coastal waters. The radar shows a vessel crossing from starboard to port, and the lookout reports a light on the horizon. Describe the actions you would take in compliance with COLREGs.
- During anchor watch, you notice that the vessel is dragging anchor. Explain the steps you should follow immediately.

Materials Used in the Course

Textbooks & References

- International Maritime Organization (IMO), *STCW Convention and Code* (latest edition).
- International Maritime Organization (IMO), *COLREGs – International Regulations for Preventing Collisions at Sea*.
- Cockcroft, A.N. & Lameijer, J.N.F., *A Guide to the Collision Avoidance Rules*.
- Turpin, E., & McEwen, W.E., *Marine Engineering and Watchkeeping Handbook*.
- Appropriate publications from national and international maritime authorities.

Course Notes & Handouts

- Instructor-prepared lecture notes, slides, and summaries.
- Case studies and examples of watchkeeping incidents.
- Checklists for bridge, anchor, and port watchkeeping.

Digital & Simulation Resources

- Bridge simulator sessions for practicing safe watchkeeping.
- Radar and ARPA simulation exercises.
- ECDIS training modules (where available).

Supporting Materials

- Shipboard manuals and logbook samples.
- Watchkeeping schedules and duty rosters.
- Videos and interactive multimedia on safe navigation and watchkeeping practices.

All the above listed books are available at UoK's Grand Library

Program Outcomes Matrix

	Program Outcomes	*Level of Contribution				Targeted Competence Areas
		0	1	2	3	
1	Demonstrate fundamental knowledge of maritime business, shipping operations, port management, and international logistics.				✓	Maritime Business & Operations
2	Apply principles of management, economics, and finance to ship operations, chartering, brokerage, and maritime organizational decision-making.				✓	Maritime Economics & Management
3	Understand and interpret international maritime law, conventions, and trade regulations including SOLAS, MARPOL, UNCLOS, and INCOTERMS.				✓	Maritime Law & Policy
4	Plan and manage port and terminal operations efficiently, considering cargo handling systems, port logistics, and intermodal transport networks.				✓	Port & Terminal Operations Management
5	Employ digital tools and data-driven approaches in ship management, fleet performance monitoring, and maritime logistics systems.				✓	Digital Maritime Operations
6	Integrate sustainability, environmental protection, and decarbonization principles into maritime and logistics operations in line with IMO GHG strategy.			✓		Sustainability & Green Shipping
7	Demonstrate competence in maritime risk assessment, safety management systems (ISM Code), and crisis response in ship and shore-based contexts.			✓		Safety & Risk Management
8	Exhibit leadership, teamwork, and communication skills necessary for multicultural and interdisciplinary maritime organizations.				✓	Leadership & Intercultural Communication
9	Apply marketing, logistics, and supply chain strategies to global shipping and maritime transport sectors.				✓	Global Logistics & Supply Chain Management
10	Prepare and analyze charter parties, bills of lading, and other shipping documents while managing cargo claims and marine insurance issues.				✓	Maritime Documentation & Insurance
11	Utilize effective business English and Maritime English for negotiation, correspondence, and documentation within international maritime contexts.			✓		Maritime Communication & Professional English
12	Demonstrate ethical awareness, corporate responsibility, and adherence to international professional standards in maritime and logistics management.			✓		Ethics & Corporate Responsibility
13	Develop research skills and analytical thinking to identify, evaluate, and solve complex problems in maritime transport and logistics systems.			✓		Analytical Thinking & Research Skills
14	Adapt to innovations such as digitalization, automation, and smart shipping technologies through continuous professional development.				✓	Innovation & Lifelong Learning
15	Apply entrepreneurship and strategic management principles to establish or develop maritime-related enterprises in a competitive global environment.			✓		Entrepreneurship & Strategic Management

***0:** No Contribution **1:** Little Contribution **2:** Partial Contribution **3:** Full Contribution

Program Outcomes /Course Learning Outcomes Matrix **Level of Contribution**:**0**-No Contribution **1**-Little Contribution **2**-Partial Contribution **3**-Full Contribution										
PO	**CLO1**	**CLO2**	**CLO3**	**CLO4**	**CLO5**	**CLO6**	**CLO7**	**CLO8**	**CLO9**	**CLO10**
PO1	3	3	3	3	3	3	3	3	3	3
PO2	2	2	3	2	3	3	2	3	3	3
PO3	3	3	3	3	3	3	3	3	3	3
PO4	2	2	3	2	3	3	2	3	3	3
PO5	3	3	3	3	3	3	3	3	3	3
PO6	2	2	2	2	3	3	2	3	3	3
PO7	1	1	1	1	1	1	1	2	2	2
PO8	1	1	2	1	2	2	1	2	2	2
PO9	1	1	2	1	2	2	1	2	2	2
PO10	2	2	3	2	3	3	2	3	3	3
PO11	1	1	2	1	2	2	1	2	2	2
PO12	1	1	2	1	2	2	1	2	2	2
PO13	1	1	2	3	3	2	1	1	1	3
PO14	1	1	2	3	3	2	1	1	1	3
PO15	1	1	2	3	3	2	1	1	1	3

Course Learning Outcomes/ Evaluation Method		
CLO	**Teaching Method**	**Assessment Method**
CLO1 – Safe Watchkeeping Principles	Lecture, Case Studies, Discussion	Quizzes, Assignments, Exams
CLO2 – Bridge Organization & Responsibilities	Lecture, Guided Practice, Simulation	Observation, Practical Exams, Assignments
CLO3 – Voyage Planning	Lecture, Hands-on Exercises, Simulation	Assignments, Practical Exams, Project Reports
CLO4 – Types of Watches	Lecture, Role-Playing, Practical Exercises	Observation, Quizzes, Practical Exams
CLO5 – Navigation in Restricted Waters	Simulator Training, Practical Exercises	Simulation Assessment, Practical Exams, Observation
CLO6 – Use of Navigational Aids	Demonstration, Hands-on Practice, Simulator	Observation, Practical Exams, Assignments
CLO7 – Reporting Practices	Lecture, Case Studies, Role-Playing	Quizzes, Assignments, Observation
CLO8 – Risk Analysis & Decision-Making	Scenario-Based Exercises, Simulation, Group Work	Practical Exams, Projects, Observation
CLO9 – Professional Responsibility	Lecture, Discussion, Reflection Exercises	Assignments, Oral Presentations, Observation
CLO10 – Integrated Watchkeeping Competence	Simulation, Hands-on Practice, Group Projects	Practical Exams, Project Reports, Observation

ECTS / Workload Table			
Activities	**Number**	**Duration (Hours)**	**Total Workload**
Preparation for lectures	**15**	**1**	**15**
Lectures	**15**	**4**	**60**
Midterm Exam	**1**	**2**	**2**
Preparation for Midterm Exam	**1**	**10**	**10**
Final Exam	**1**	**2**	**2**
Preparation for Final Exam	**1**	**10**	**10**
Presentation(s)	-	-	-
Preparation for Presentation(s)	-	-	-
Research for Project(s)/Essay(s)	-	-	-
Project Writing	-	-	-
Group Work	-	-	-
In-class Discussion(s)	**15**	**1**	**15**
Quiz(es)	-	-	-
Preparation for Quiz(es)	-	-	-
Laboratory	-	-	-
Assignment(s)/Homework/Class Works	**5**	**1**	**5**
Micro-Teaching Sessions	-	-	-
Lesson Planning	-	-	-
Materials Adaptation	-	-	-
Material Development	-	-	-
Draft Preparation	-	-	-
Drawing	-	-	-
Essay Writing	-	-	-
Tutorial(s)	-	-	-
Portfolio Preparation	-	-	-
Portfolio Presentation	-	-	-
Total Workload			**119**
ECTS Credit			**3**

Evaluation System		
Semester Requirements	**Number**	**Percentage of Grade**
Attendance/Participation	-	-
Laboratory	-	-
Application	-	-
Field Work	-	-
Special Course Internship (Work Placement)	-	-
Homework/Assignments	-	-
Providing reliability and motivation of the individual homework completion and Submission	-	-
Presentation/Jury	-	-
Project	-	-
Quiz	-	-
Midterms/Oral Exams	1	40
Final/Oral Exams	1	60
Total	**2**	**100**

	Percentage	**Course Grade**	**Coefficient**
Grading Policy	90-100	AA	4.0
	85-89	BA	3.5
	80-84	BB	3.0
	75-79	CB	2.5
	70-74	CC	2.0
	60-69	DC	1.5
	50-59	DD	1.0
	49 and below	FF	0.0
	Less than 70% attendance	NA	-
Course Requirements and Policies	• Alerted attendance at the lectures is essential! • Students are expected to check frequently the instructor's web page for the course announcements. • University of Kyrenia honor code will be strictly enforced regarding any issues concerning cheating.		