

ELECTRICAL AND ELECTRONICS ENGINEERING DEPARTMENTAL ORIENTATION

EYLÜL 2022



T.C. İSTANBUL KÜLTÜR ÜNİVERSİTESİ

Department Introduction Contents

- Academic Staff
- Administrative Staff,
- Other Supporting Faculty Members
- Laboratories
- Classrooms and Offices
- MUDEK Accreditation

Academic Staff



Doç.Dr.
ESRA SAATÇI

BÖLÜM BAŞKANI



Dr. Öğr. Üyesi
BERRAK ÖZTÜRK
ŞİMŞEK

BÖLÜM BAŞKAN
YARDIMCISI



Prof.Dr.
MEHMET ORUÇ
BILGIÇ



Dr. Öğr. Üyesi
ERTUĞRUL SAATÇI



Dr. Öğr. Üyesi
OKAY IŞIK



Dr. Öğr. Üyesi
AYSAM AKSES



Öğr.Gör.
BASRİ ERDOĞAN



Arş.Gör.
AHMET CAN TANIK



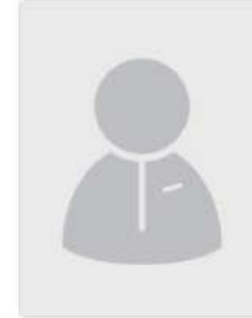
Arş.Gör.
UMUT CEM
ORUÇOĞLU



Arş.Gör.
MERT HAYAR



Arş.Gör.
AHMET AYTUĞ
AYRANCI



Arş.Gör.
AHMET TALAB

Administrative Staff

**Lab Technician
Ümit Emen**



**Department
Secretary
Sibel Çelebioğlu**

Faculty Members (from other Departments)



Prof. Dr. Nihal Sarier
Civil Engineering
Department
Chemistry



Instructor
Özay Şeker
Foreign Languages
Department



Instructor
Ebru Erkacan Temiz
Foreign Languages
Department

Part-time Faculty Members



Doç. Dr. Hamid Torpi
Yıldız Teknik Üniversitesi



Doç. Dr. Eylem Erdoğan
İstanbul Medeniyet Üniversitesi



Doç. Dr. Erkan Atmaca
İstanbul Üniversitesi Cerrahpaşa



Doç. Dr. Aydemir Arısoy
Gelişim Üniversitesi



Dr. Öğr. Üyesi Bahattin Karakaya
İstanbul Üniversitesi Cerrahpaşa



Dr. Öğr. Üyesi Necmiye Özlem Ünverdi
Yıldız Teknik Üniversitesi



Dr. Öğr. Üyesi Cenk Dinçbakır
Atlas Üniversitesi



Öğr. Gör. Dr. Emre Göncü
Procenne Teknoloji

Electrical and Electronics Engineering Laboratories



Electrical and Electronics Engineering Laboratories



Classrooms and Offices

- Teaching will be in one of the lecture classrooms or auditoria lecture classrooms (lecture halls) in Atakoy Campus.
- Offices of academic staff are in the D corridor on the 2nd floor.
- Engineering Dean office and department secretary office are in the A corridor on the 2nd floor.

MUDEK Accreditation



Education Contents

- Department website
- Educational Aim of the Department,
- Program Outcomes
- Program Curriculum and Academic Package
- Academic Calendar
- Rules and Regulations
- Academic Advisors and Mentors

Department website

<https://eem.iku.edu.tr/en>

← → ↻ eem.iku.edu.tr/en

Our University ▾ Academic ▾ Student ▾ **International Office** Life at IKU ▾ e-University

ISTANBUL KÜLTÜR ÜNİVERSİTESİ

360° VIRTUAL TOUR ACADEMIC CALENDAR QUICK ACCESS SEARCH 🔍 TR

INFORMATION ▾ STUDENT ▾ ACADEMIC PACKAGE STAFF POSTGRADUATE CONTACT

ELECTRICAL & ELECTRONICS ENGINEERING

SHORTCUT NEWS

FOR INTERNATIONAL STUDENTS

Educational Aim of the Department

EA1: Graduates are recruited in **companies serving in electrical and electronics industry**.

EA2: Graduates are recruited in **information technology companies**.

EA3: Graduates pursue **graduate studies**.

<https://eem.iku.edu.tr/en/information/aim-department>

Program Outcomes

Program Outcomes can be found at:

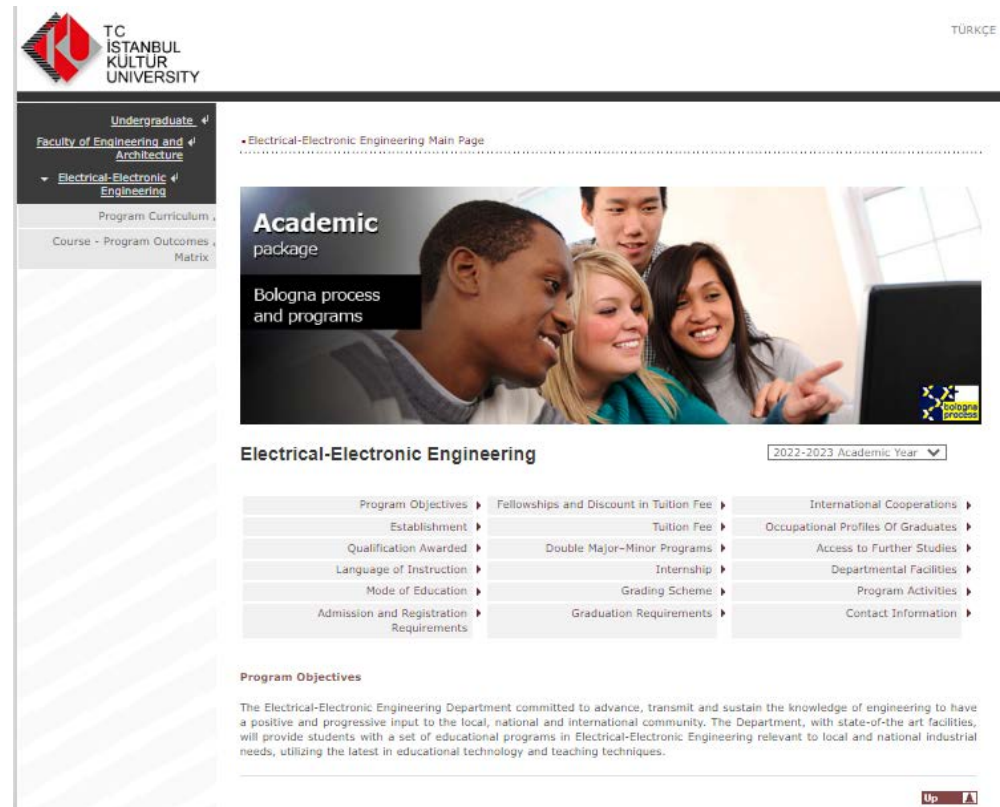
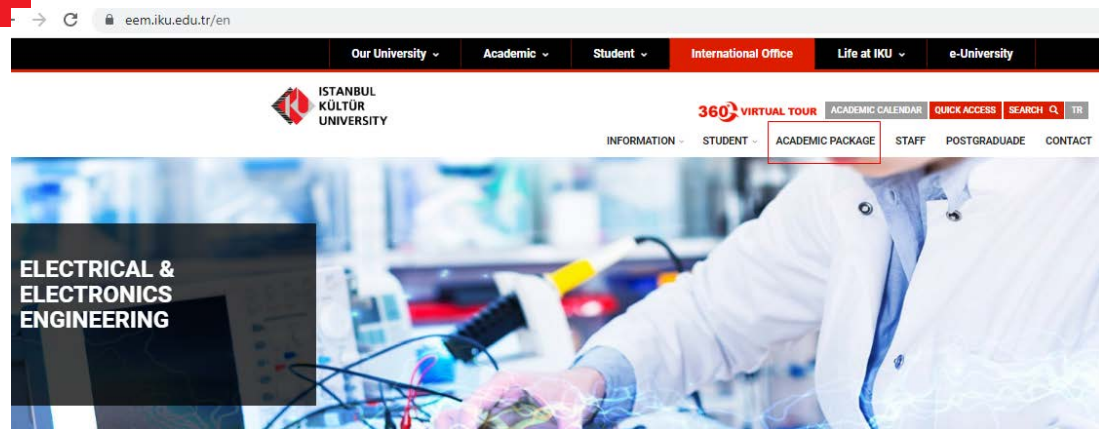
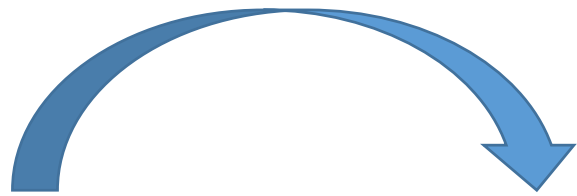
<https://eem.iku.edu.tr/en/information/program-outcomes>

Program Curriculum and Academic Package

Which courses will you take?

- Please check course structures in **Academic Package**

https://akademikpaket.iku.edu.tr/EN/ects_bolum.php?m=1&f=4&p=12&r=0&ects=main



Program Curriculum

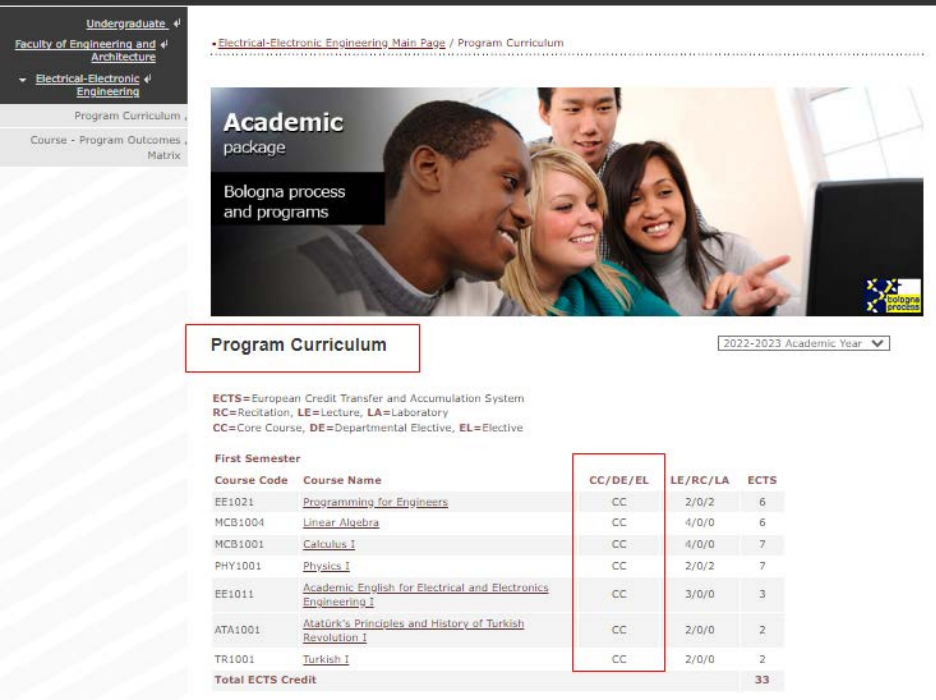
Course Types

- Mandatory Courses (CC)
- Departmental Elective Courses (DE)
- Non-departmental Elective Courses (EL)

Sixth Semester

Course Code	Course Name	CC/DE/EL	LE/RC/LA	ECTS
EE6021	Technical Writing and Presentation	CC	2/2/0	4
EE6023	Materials Science	CC	2/0/0	3
EE6025	Electromechanical Energy Conversion	CC	2/2/0	5
EE6021	Technical Writing and Presentation	CC	2/2/0	4
Departmental Elective				18
Elective				2
Total ECTS Credit				36

At least three 6 ECTS courses should be chosen among the Departmental Elective Courses. At least one 2 ECTS course should be chosen among the Elective Courses



Undergraduate
Faculty of Engineering and Architecture
Electrical-Electronic Engineering
Program Curriculum
Course - Program Outcomes Matrix

Electrical-Electronic Engineering Main Page / Program Curriculum

Academic package
Bologna process and programs

Program Curriculum 2022-2023 Academic Year

ECTS=European Credit Transfer and Accumulation System
RC=Recitation, LE=Lecture, LA=Laboratory
CC=Core Course, DE=Departmental Elective, EL=Elective

Course Code	Course Name	CC/DE/EL	LE/RC/LA	ECTS
EE1021	Programming for Engineers	CC	2/0/2	6
MCB1004	Linear Algebra	CC	4/0/0	6
MCB1001	Calculus I	CC	4/0/0	7
PHY1001	Physics I	CC	2/0/2	7
EE1011	Academic English for Electrical and Electronics Engineering I	CC	3/0/0	3
ATA1001	Atatürk's Principles and History of Turkish Revolution I	CC	2/0/0	2
TR1001	Turkish I	CC	2/0/0	2
Total ECTS Credit				33

Industry Training and Graduation Project are included!

Program Curriculum

Industry Training

- 40 days mandatory training in the companies, institutions or production plants
- When: After 4th and 6th Semesters, in the summer break
- Students handbook, reports and documents can be found at:

cats.iku.edu.tr → EE ENG STUDENT → Resources → Industrial Training Documents and Reports

Program Curriculum

Graduation Project

- Only 8th Semester students can be assigned to the project,
- Students handbook, reports and documents can be found at :
cats.iku.edu.tr → EE ENG STUDENT → Resources → Graduation Projects Documents and Reports

Program Curriculum

Pre-requisite Courses

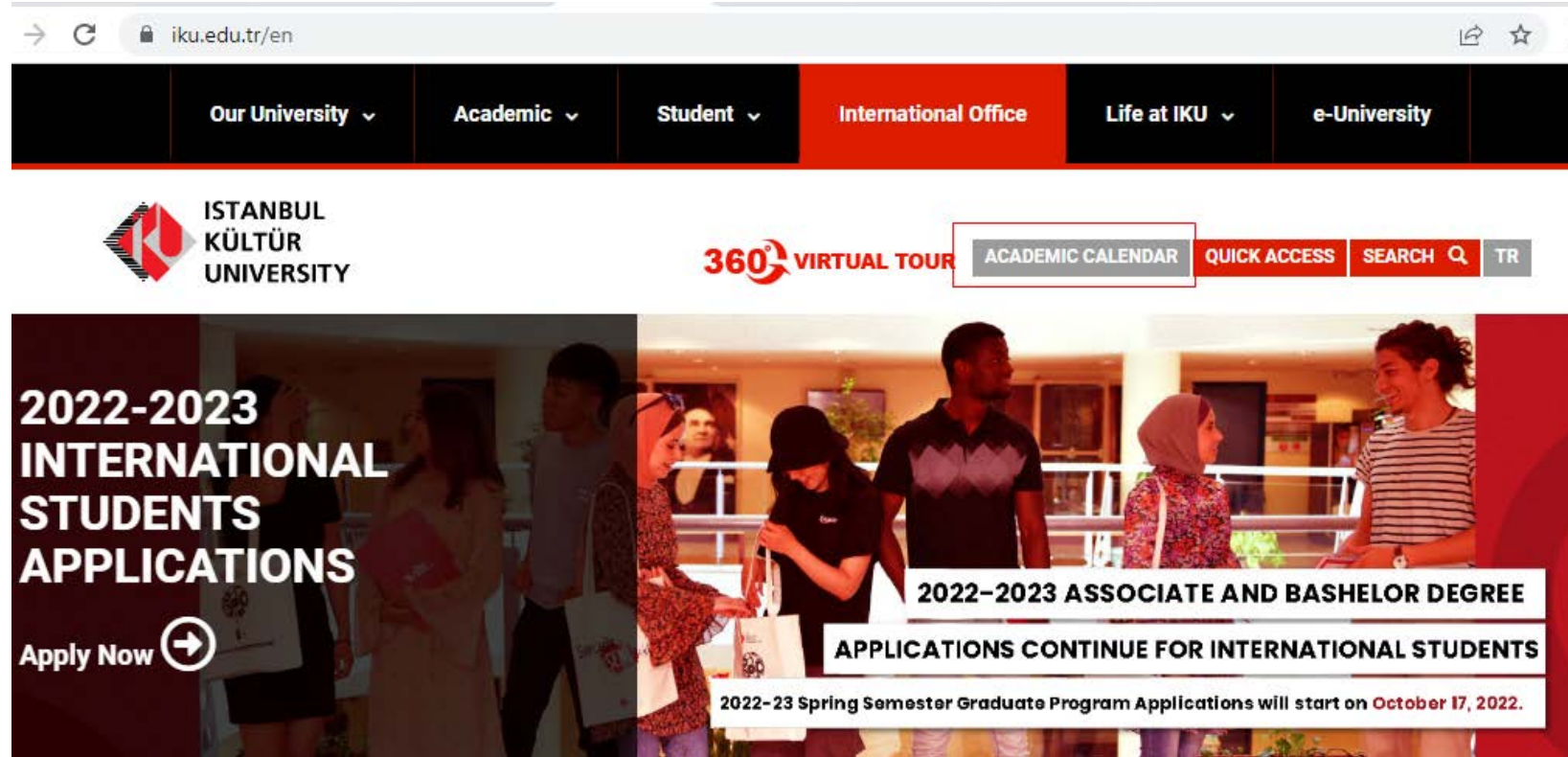
- Students can take the Course and its Lab Course at the same semester or the Course previously

Course (pre-requisite of Lab Course)	Lab Course
EE2221 Introduction to Electric Circuits	EE2202 Electric Circuits Laboratory
EE3222 Logic Design	EE3203 Logic Circuits Laboratory
EE4201 Electronic Circuits I	EE4202 Electronic Circuits I Laboratory
EE4401 Introduction to Telecommunication	EE4402 Telecommunication Laboratory
EE5221 Electronic Circuits II	EE5202 Electronic Circuits II Laboratory

Pre-requisite Course	Course
EE0846 Control Systems	EE0851 Digital Control Systems

Academic Calendar

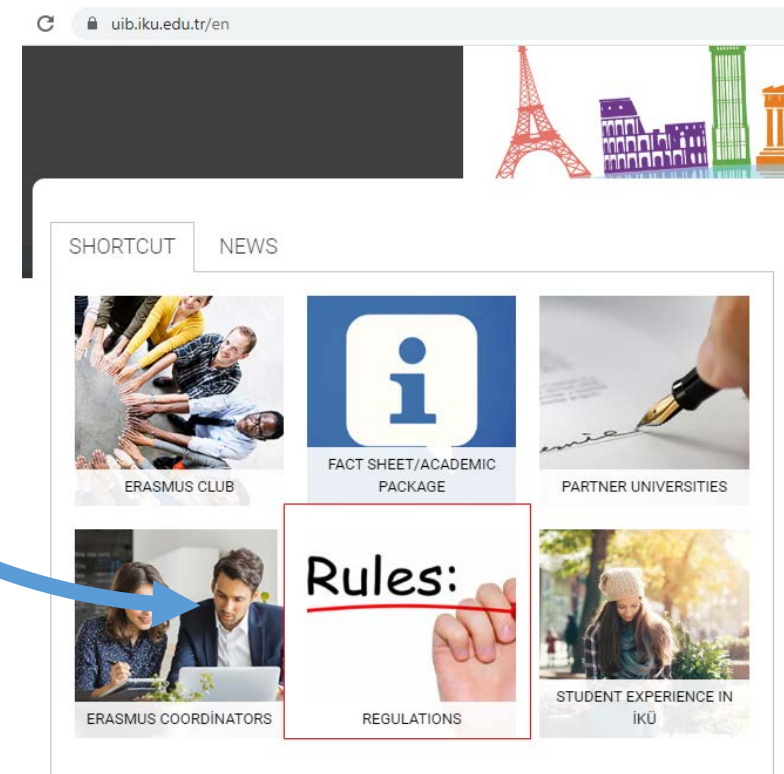
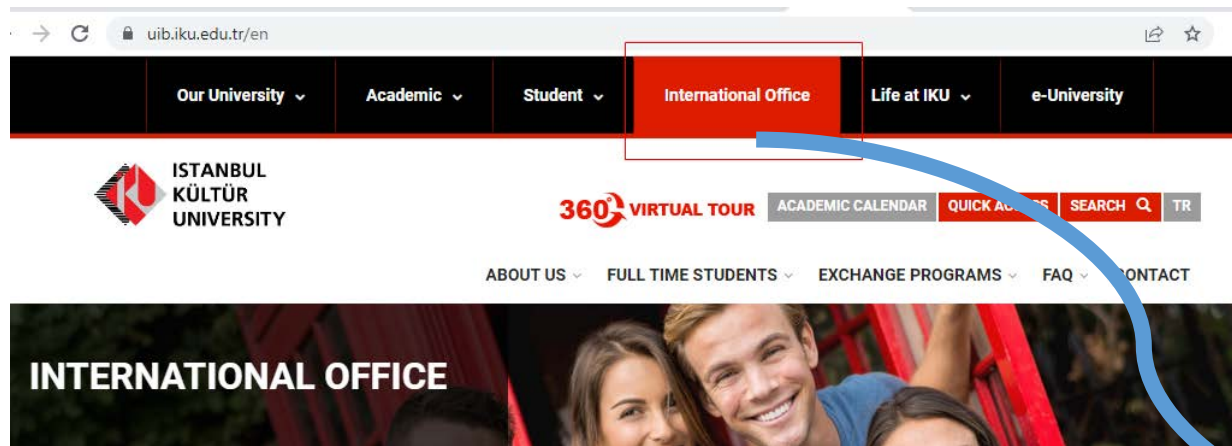
- It is a schedule of all of the events that occur in an academic year.



The screenshot shows the website iku.edu.tr/en with a navigation menu including 'Our University', 'Academic', 'Student', 'International Office', 'Life at IKU', and 'e-University'. The 'Academic' menu is highlighted, and the 'ACADEMIC CALENDAR' link is selected. Below the navigation, the Istanbul Kültür University logo is visible. A banner for '2022-2023 INTERNATIONAL STUDENTS APPLICATIONS' features a 'Apply Now' button. Another banner for '2022-2023 ASSOCIATE AND BACHELOR DEGREE APPLICATIONS CONTINUE FOR INTERNATIONAL STUDENTS' includes the text: '2022-23 Spring Semester Graduate Program Applications will start on October 17, 2022.'

Rules and Regulations

- They are the prescribed guidelines for conduct/action or regulating principles in the academic and administrative processes. They include students' rights and responsibilities.



Academic Advisors and Mentors

- The academic advisor is primary person to consult about every academic and some administrative issues.
- Mentors give professional career advising and advising on the sector.

Advising overview is at:

cats.iku.edu.tr → EE ENG STUDENT → Overview

List of the advisors can be found at :

cats.iku.edu.tr → EE ENG STUDENT → Resources → Student Advisors and Mentors List

Software Packages and Processes

Contents

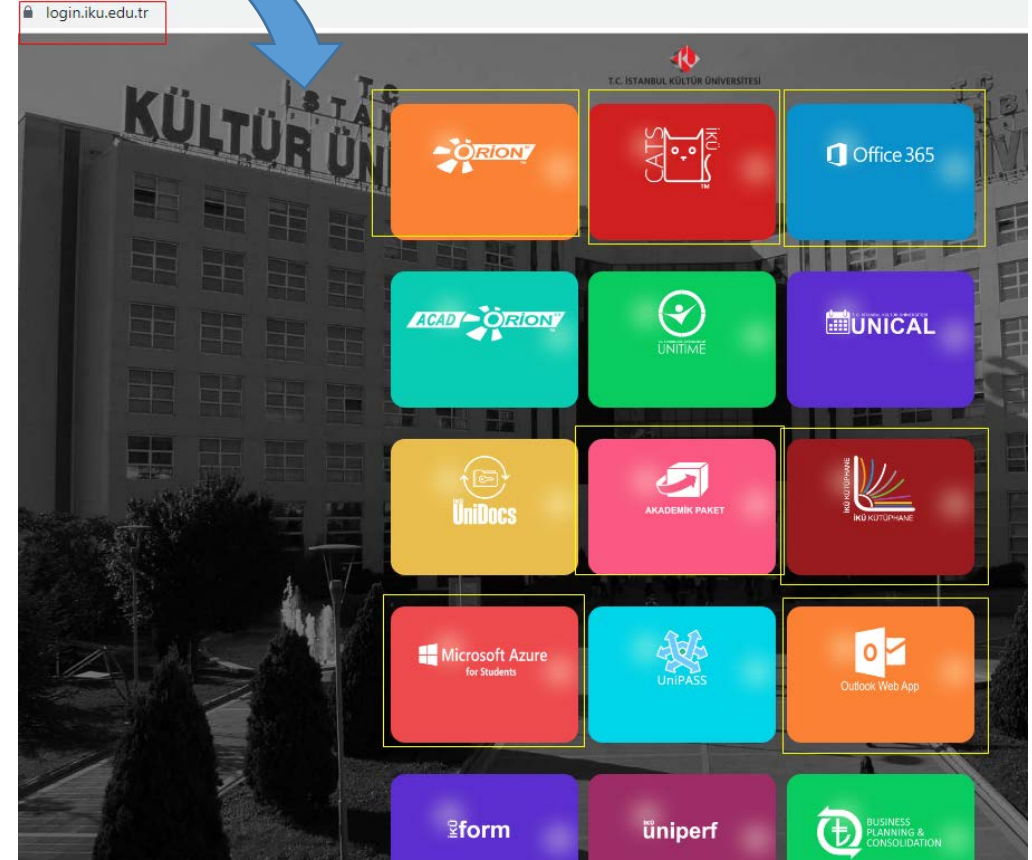
- e-University
- ORION,
- CATS

Students should use their University e-mails for all communication and in the academic and administrative processes

E-University



Log in with (UNIPASS) username and password.



ORION

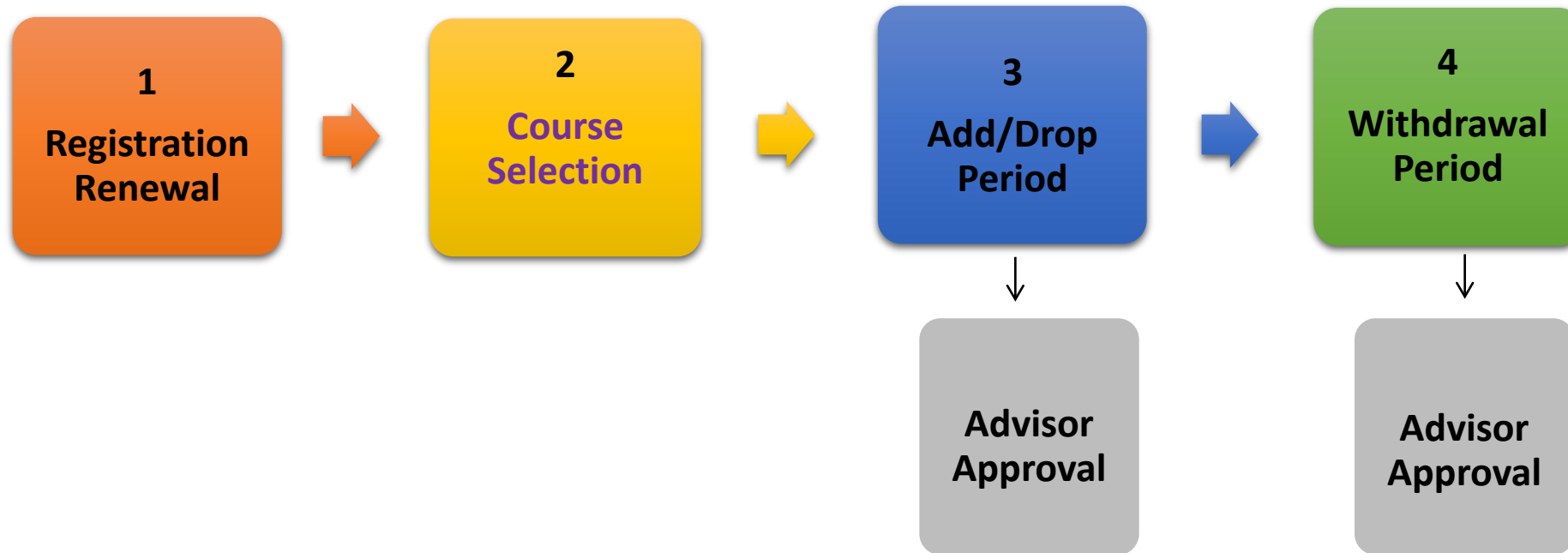
- Educational processes, student accounting, and management of the assessments and grading are done via ORION sites

<https://orion.iku.edu.tr/>

- Please find below link for the documents and guidelines:

<https://kby.iku.edu.tr/en/useful-documents>

ORION COURSE REGISTRATION PROCESS



“Registration” and “Course selection” application is used.

The process must run in the time intervals according to the academic calendar
Course registration process must abide by the rules and regulations

ORION

COURSE REGISTRATION PROCESS

➤ Re-Registration

- Registration is renewed at the beginning of each semester (including summer term). Students can not select courses without re-registration
- Unregistered semesters are counted as part of the study period.

➤ Course Selection

- Courses must be selected in the order of the semester.
- Prerequisites must be observed.
- 30 ECTS courses are taken each semester
- Additional credits are applied systematically as described in the Rules and Regulation

ORION

COURSE REGISTRATION PROCESS

➤ Course Add/Drop

- More than one course may be added and/or dropped.
- Dropped courses must be send to academic advisor in ORION.
- Section change can be made in this application.

➤ Course Withdrawal

- Only 1 course can be cancelled.
- Withdrawn course must be send to academic advisor in ORION.





- **In the first year, you must take the normal course load of the first two semesters.**
- **In the first year, you cannot drop the core courses or withdraw from a course you want.**

CATS

- It is a course management and communication platform.

<https://cats.iku.edu.tr/>

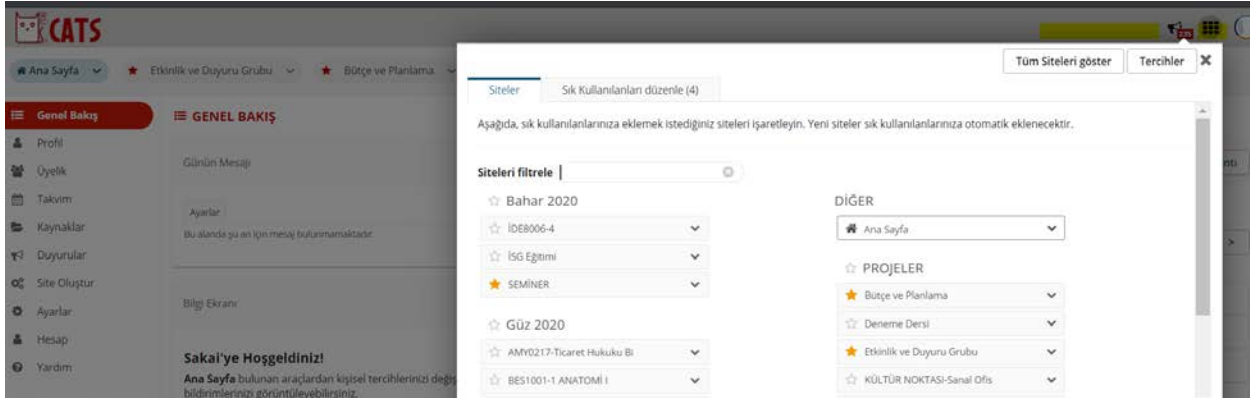
- Please find below link for the documents and guidelines:

<https://bst.iku.edu.tr/en/software/cats>

CATS

The courses that you have selected and that have been approved in ORION are automatically transferred to CATS.

When you click on the "**Show All Sites**" button with the grid icon in the upper right corner of the page, your courses for your semester will be listed. You should activate the star next to the course name to add the courses to your home screen and provide easy access. By clicking on the course name, you can reach the page of the relevant course.



In case you cannot see your courses on the Cats platform; You should contact your lecturers or your advisor.

CATS

You can access the relevant pages of your courses by clicking on the menu on the left side of the page.

The screenshot shows the CATS course page. The left sidebar menu is highlighted with a red box and a red arrow pointing to it. The main content area shows course details for 'TR-2001 TÜRKÇE II' and a 'Duyurular' (Announcements) section highlighted with a yellow box and a yellow arrow pointing to it.

You can follow the announcements of your courses from the Announcements field on the home page of your course.

If the announcement sharing is set to High Level by your instructor, the announcements are automatically sent to your e-mail address by the system.

CATS

You can view the live lessons of your courses by clicking the “Meetings” button. To join a meeting, you must click on the **dark-colored** meeting name that is active in the meetings area and click on "Join Meeting" button on the page that opens.

The screenshot shows the CATS interface. On the left, a sidebar contains a menu with items: Genel Bakış, Business Finance, **Meetings** (highlighted with a red box), Kaynaklar, Ödevler, Duyurular, Kısa Sınav ve Testler, Not Defteri, Mesajlar, Site Bilgisi, Sohbet, Etkinlik Katılımı, and Yardım. A red arrow points from the 'Meetings' button to the main content area. The main content area is titled 'MEETINGS' and has two tabs: 'Toplantılar' (selected) and 'Kayıtlar'. Below the tabs is a table with columns: Durum, Başlangıç Tarihi, Bitiş Tarihi, and Olu. The table contains one row for 'Hafta 1' with the following details: Durum: Aktif (Toplantıya Katıl), Başlangıç Tarihi: 2021-08-06 13:53:00, Bitiş Tarihi: 2021-08-06 14:53:00, Olu: Use. Below the table is a section titled 'Toplantı Detayları' with the following information: Başlık: Hafta 1, Açıklama: Buraya toplantı hakkında açıklama giriniz, Başlangıç Tarihi: 2021-08-06 13:53:00, Bitiş tarihi: 2021-08-06 14:53:00, Durum: Aktif (Toplantıya Katıl), Bağlı Kullanıcılar: 0, Kayıtlar: (0 kayıt). A blue arrow points from the 'Hafta 1' meeting name to the 'Toplantı Detayları' section.

Important!

You can attend a meeting from a single device and session at the same time. You should check that you are logged off on your other devices.

CATS – Virtual Classroom

Recommended system requirements for efficient use of microphone and camera are as follows;

- For computers, (at least) 4G memory and 2+ Ghz processor
- We recommend Google Chrome, Mozilla FireFox or Microsoft Edge. You can also use Safari on Mac OS X, except for the screen sharing feature.
Computers / Laptops: Chrome or Firefox (latest versions)
Mobil iOS (12.2+): Safari
Mobil Android (6.0+) : Chrome
- Your internet should be fast so that it does not cause freezes in the course flow. If you have a low speed internet, it would be more efficient to turn off your camera. You can check your speed at <https://speedtest.net/> .

If you are connecting from an insecure wireless network, you may experience periodic interruptions or gaps in your sound. If you are getting an error during your microphone connection, you can try transferring your phone's internet to your computer (Hotspot).

Assessments and Exams

Contents

- Assessment of the Course Success
- Exams and Make-up exams
- Course Grades
- Semester Point Average (SPA) and Grade Point Average (GPA)

Assessment of the Course Success

Evaluation Tools

- Midterm exam
 - Quiz
 - Homeworks / Projects
 - Attendance
 - Laboratories
 - Final exam **REQUIRED**
 - Resit exam
- In-term evaluations
- End of term evaluations

- There may be or there may not be a midterm exam week,
- In some courses, there may be only a project instead of a mid-term exam.

The criteria and weights used by each instructor in assessment do not have to be the same.

Exams

- Midterm exam, Make-up exam, Final and Resit exams are planned and organized by the Department and announced in ORION and CATS.
- Except for the graduation project and industry training courses, at least one midterm exam, one final exam and one resit exam are applied for each course. Exam grades are announced in ORION.
- You can take the resit exam of the courses you have a grade of C-, D+, D, D- or F.
- The highest grade at the end of the respective semester is the final grade of the course.

Exams and Make-up Exam

To take a make-up exam:

- A health report of at least 2 days
- Students who have a fair and valid excuse must submit their excuse documents to their own Head of Department within a period of three working days.
- After making a decision about excuses for midterm exams, the Department may give a make-up exam .
- Make-up exam program and list of the students are announced in CATS
- There is only one make-up exam for the course
- Detailed information can be found in the **Rules and Regulation**.

Exams

YÖK Öğrenci Disiplin Yönetmeliği uyarınca

- Kopya çekmek ve çektirmek
- Sınav düzenini bozmak suçtur

Rules to be followed in exams

It is a must to ...

- Take the exam in the designated exam hall,
- Be present in the exam hall at the appointed time (you are allowed to be late only 30 min),
- Sit on a designated table
- Hand over mobile phones, smart watch, tablet and laptop to the examiner
- Avoid speaking, whispering, and movements that will disrupt the peace and quiet of the exam
- Comply with the directions given by the examiner

Course Grades

Formation of Course Success Grade

- Midterm exam grade x (% ?)
- Assignment / Project grade x (% ?)
- Quiz grade x (% ?)
- Final exam grade x (% ?)

1. Summed
2. An average out of 100 is obtained
3. Converted to letter grade

The criteria and weights used by each instructor in assessment do not have to be the same.

For example, you may get B- from a course whose average score is 75 and B from a different course whose average score is 60 in the same semester.

Course Grades

Successfully completed

A

A-

B+

B

B-

C+

C

Course repeat is possible to increase GPA !!!

C-

D+

D

D-

Incomplete = Repeat F

Course Grades

Objection to the Course Grade

- Final grades are announced on the ORION system within the time period specified in the Academic Calendar.
- If you think you have a faulty grade; in order to determine whether a fault in assessment has taken place, you may fill in a petition of grade objection on the <https://orion.iku.edu.tr/irj/portal> web page within the time period specified in the Academic Calendar.
- You may find out the result of your request from the **Student Registrar's Office**.

Course Grades

Obligatory Cases for Course Repeat

- Courses with grades of **F, P, and Z** must be selected in the first semester they are opened.
- In place of an elective course with **F** grade, an equivalent alternative elective course can be taken.
- **However, an alternative elective course that is taken in place of one with a grade of F continues to affect the transcript until all elective courses are completed.**
- Detailed information can be found in the [Rules and Regulation](#).

Semester Point Average and Grade Point Average

Success at the end of semester and overall success

There are two main indicators that determine your academic success:

- Semester Point Average (SPA)
- Grade Point Average (GPA)

- ❖ The highest grade from the repeated courses is taken into account when calculating GPA (Grade Point Average).
- ❖ As for the calculation of SPA (Semester Point Average), the grade from the repeated course is taken into account.

Semester Point Average and Grade Point Average

Semester Point Average (SPA)

- SPA is the division of the total value of the products of the ECTS credits and the success grades of all the courses taken by the student in the completed semester into the total credits of the courses that are included in the average, excluding the courses with a grade of P, Y, Z and the exempted ones.

Grade Point Average (GPA)

- GPA is the division of the total value of the products of the ECTS credits and the success grades of all the courses taken by the student into the total credits of the courses he/she has taken, excluding the courses with a success grade of P, Y, Z.
- Should your GPA alone or together with SPA fall below a certain level, negative consequences could arise in your academic life.

Grade Point Average

Credit load

- Minimum credit load that can be taken in a semester is 17 ECTS credits. (1st year students must take all the course load credits of the whole semester.)
- If you are in graduate status, you can take less than 17 ECTS credits.

At the end of any semester;

GPA < 2.00

LIKELY TO SUCCEED

GPA \geq 2.00

SUCCESSFUL

3.00 \leq GPA \leq 3.49

HONOUR STUDENT

GPA \geq 3.50

HIGH HONOUR STUDENT

Opportunities Contents

- Summer School
- Double Major and Minor Programs
- Exchange Programs
- Students Clubs

Summer School

IKU Summer School



- It is a 7-week intensive education program.
- Dates are announced in the Academic Calendars.
- In summer school, students can
 - ✓ take the courses they have never taken in the past semesters,
 - ✓ take the courses whose exams they could not earn the right to take,
 - ✓ take the courses they have failed,
 - ✓ retake courses to increase their GPA.
- ✓ Detailed information can be found in the [Rules and Regulation for Summer School](#).

Double Major Program

- A second major in addition to your department,
- Two degrees,
- Two professional titles.
- Detailed information can be found in the [Rules and Regulation for Double Major and Minor Programs](#).

Your GPA and Foreign Language Score will determine whether you can benefit from these opportunities.

Minor Program

- A second minor in addition to your department,
- Minor Program Certificate,
- Two professional area,
- Detailed information can be found in the **Rules and Regulation for Double Major and Minor Programs.**

Your GPA and Foreign Language Score will determine whether you can benefit from these opportunities.

Exchange Program

- ERASMUS +
- 2 semsters education abroad,
- Detailed information can be found in the **Documents supplied by International Office.**

<https://uib.iku.edu.tr/>

Your GPA and Foreign Language Score will determine whether you can benefit from these opportunities.

Student Clubs

<https://kulturnoktasi.iku.edu.tr/en/student-clubs>



GRADUATION

Students are eligible for graduation when they

- have completed all of the academic requirements of Electrical and Electronics Engineering,
- have a cumulative grade point average of at least 2.00 with

✓ At least 248 AKTS

Who Should I Contact?

What Should I Do?

I don't know which course I select?,	Check the course info in academic package, and consult to academic advisor.
There is a problem in ORION	First consult to academic advisor, what you require/do may be against the rules and regulations. Your advisor may send you department ORION key user.
There is a problem in CATS	First consult to instructor of the course. If he/she cannot solve consult to department web page commission
My courses conflict	There may be conflicts between different semester courses. In case of Mathematical courses, you can follow to non-overlapped sections.
Additional credits, pre-requisites or SPA, GPA problems	First consult to academic advisor, what you require/do may be against the rules and regulations. Your advisor may send you department ORION key user.
I want to transfer my courses	You need to apply to the dean of the faculty with a petition presenting your approved Transcript and course contents. Check the application dates in academic calendar

Who Should I Contact? What Should I Do?

I have questions/problems in course contents, assessments, etc You should consult to Instructor of the course.

I have questions related to industry training You should consult to department industry training commission.

I have questions related to graduation project You should consult to department graduation project commission.

Which professional area I should choose? Related courses? You should consult to your mentor

My problems are not solved You should consult to head of the department

Who Should I Contact? What Should I Do?

Problems in the password <http://www.iku.edu.tr/8/1455/unipass.html> sites to create new password.

Applications in ORION You should track your ORION application in students affairs office.

Student accounting problems You should consult to Financial office for all payments and fees.

IMPORTANT !!!!!

IT IS VERY IMPORTANT THAT ALL SURVEYS MUST BE COMPLETED IN AN ACCURATE AND SINCERE MANNER BY THE STUDENTS

1. FRESHMAN STUDENT SURVEY,
2. COURSE ASSESMENT SURVEYS
3. STUDENT SATISFACTION SURVEY
4. GRADUATIN PROJECT SURVEY

We wish you a successful academic life!

2026

