

Yeditepe University
Learning and Teaching Unit

YU-LEARN

LEARN - EXECUTE - ADMIN - RESEARCH - NETWORK - TEACH

Trainings

EUA - TPG

Artificial
Intelligence

Coursera

2022-2023

SEPTEMBER

AUGUST

Annual Report



YEDİTEPE
UNIVERSITY



YU-LEARNT

Yeditepe University

Learning and Teaching Unit

2022 September - 2023 August Activity Report

Introduction

Established in 2021, Yeditepe University Learning and Teaching Unit has shown significant growth in three years. It has pioneered and been involved in various activities such as trainings, webinars, events, collaborations, and workshops not only within its own institution but also on a national and international scale. Since its establishment, the Unit has ensured that all its trainings, annual activity reports, videos, social media posts, website announcements, events and internal communications are available in both Turkish and English, with a commitment to supporting our university's strategic goal of internationalisation.

In the period between 2022 September and 2023 August, YU-LEARNT worked to complete online and hybrid trainings for all learners, planned new trainings, participated in international meetings, and began to work on artificial intelligence and education. Meanwhile, students and administrative staff were enrolled in the trainings selected from the completed trainings according to the subject and the needs of the target group, and the feedback of the learners who successfully completed these trainings were received. This feedback also enabled us to conduct a needs analysis and helped us to determine our priorities and plan our future projects.

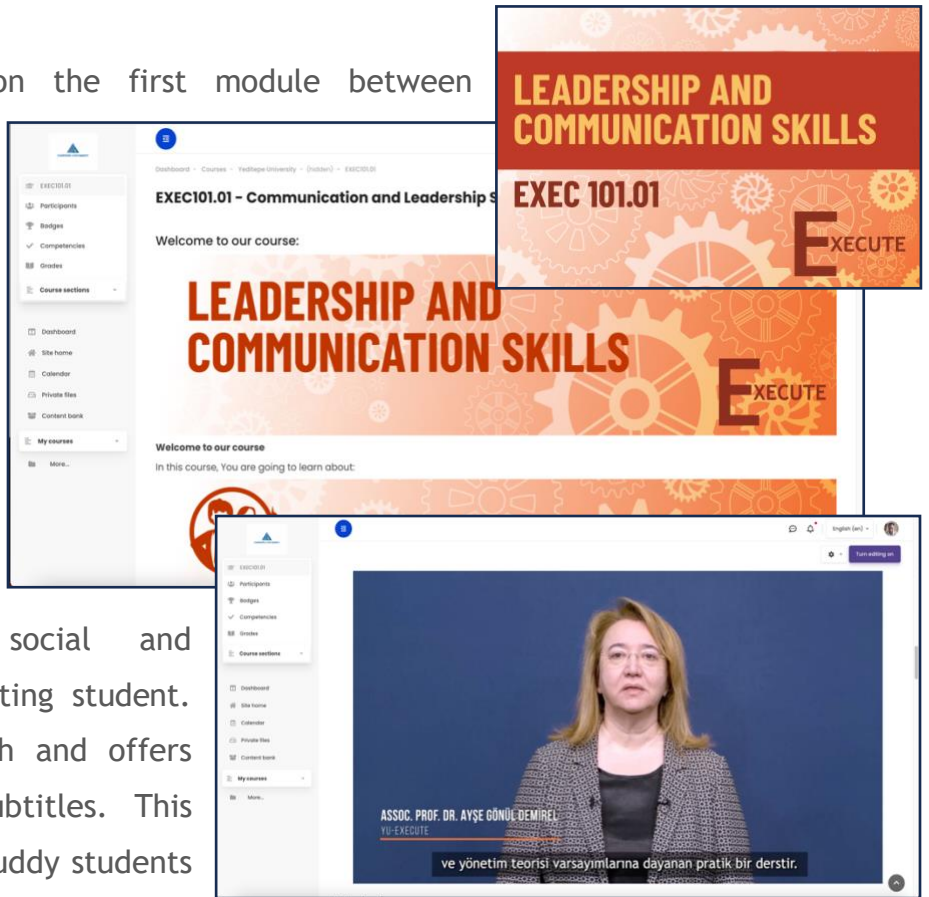
The annual activity report prepared by the Unit at the end of each academic year covers all activities of the past year and outlines plans for the coming year. In a meeting attended by the Rectorate and all Unit members, this report is presented in a concise manner. Subsequently, these reports are shared with the public on our website and social media platforms.

1) Online Training

In 2022, three of the online trainings we completed were made accessible to the learners. The "Leadership and Communication Skills" training prepared by the YU-Execute subunit and the "5N1K" training prepared by the YU-Network subunit were shared with our peer-buddy students in 2023 Spring in cooperation with the Student Centre. The Network training saw the participation of 48 students, with 40 of them completing it, while the Execute training was started by 29 students, with 20 successfully finishing and providing feedback. In addition, Microsoft Excel Training prepared by the YU-Admin subunit was shared with the administrative staff through the Human Resources Learning Management System (LMS). The first module of our training was made available to 1,606 administrative staff members, with 539 of them completing it. The second module reached 433 administrative staff, and 277 of them completed it. The feedback received is shown in the graphs below.

YU-Execute Training

YU-Execute team worked on the first module between September - December 2022 and was made available through the YULearn Moodle. The content of the training on "decision-making processes in leadership" was decided because it is a management and communication skill that is in demand in the needs analyses. The first module "Leadership and Communication Skills" is a social and communication skills training targeting student. The training is prepared in English and offers Turkish language support with subtitles. This training was shared with our peer-buddy students

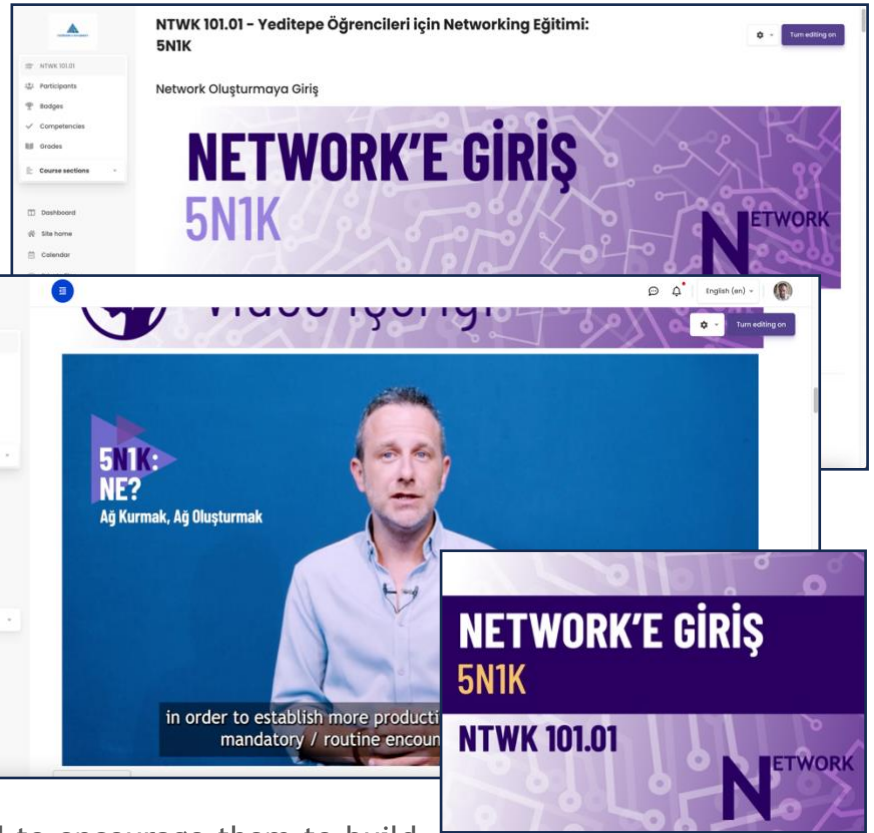


in Spring 2023. 29 of these students enrolled in the training with 20 students successfully completing. The content of the second module of the Execute training is in the approval process and is planned to be filmed in 2023 Fall and will be shared with new student groups.

YU-Network Training

The YU-Network sub-unit started working on their second module, Social Media training, between September - December 2022 and developed the module content by considering the feedback. The first module "5N1K", the filming of which was completed, has started to be presented to the learners via the YULearn Moodle platform. The main purpose of the training is to lay the foundations of networking,

to help students in their job search and to encourage them to build strong network and a successful career environment. The training is provided in Turkish with English subtitles. The training was shared with Yeditepe University peer-buddy students in Spring 2023. 48 peer mentor students participated in the program and 40 of them successfully completed the training. In the second half of 2023, Dr. Ege Simge Demirel prepared the second module of the network training series, "Social Media Management in Networking" and filming of the approved content is finalised. While the post-production of the training is in progress, the team will start uploading the content of the new training on YULearn Moodle and then start working on the third module of the training.

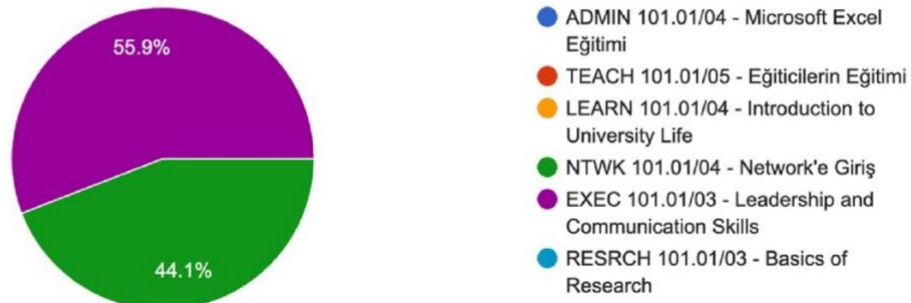


Feedback (YU-Execute and YU-Network)

Students who participated in the "Leadership and Communication Skills" and "5N1K" training programs have provided valuable feedback. We are currently analysing this feedback to identify our areas of success, which will help us to enhance those aspects. In addition, we are pinpointing areas where improvements are needed and addressing them. This feedback is also guiding us in designing new training programs and shaping the future modules of our ongoing courses. The feedback from our learners has offered insights into their preferred training methods, their satisfaction with the courses, the benefits they hope to gain from future training, and their overall perspectives:

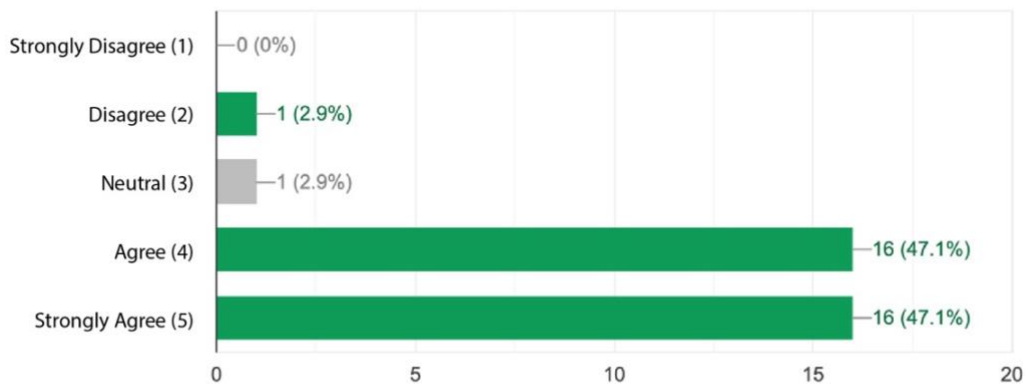
Please choose the training you will be giving feedback for.

34 responses



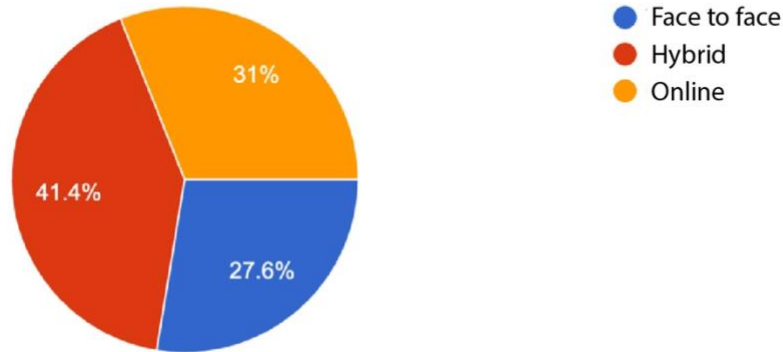
Please rate the training you have completed between 1 and 5 depending on your satisfaction (1- Strongly Disagree 5 - Strongly Agree)

33 / 34 correct responses



Would you have preferred to take this training in a different mode? If yes, please choose the mode of training you prefer.

29 responses



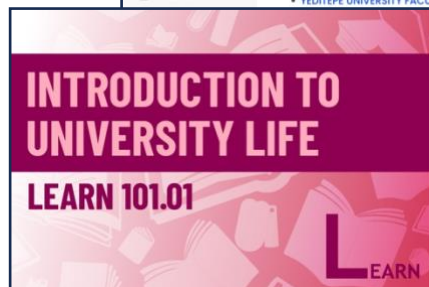
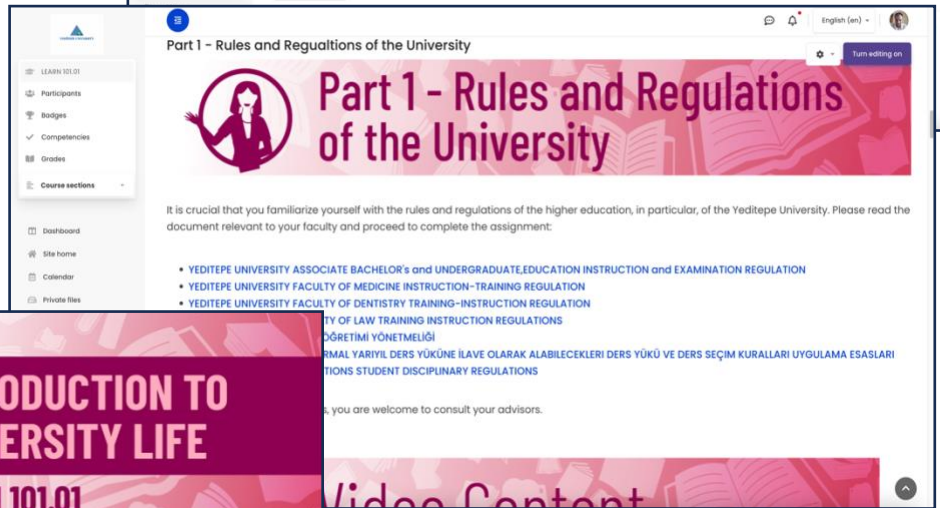
Please note the trainings you might need to support your personal and/or professional improvement?

12 responses

- Networking for academic life in nursing
- Motivation Support
- Effective Speaking Training
- Rhetoric / Effective Speaking
- Interpersonal communication
- Diction / Body Language
- Future Planning, time management, improvement of leadership skills, communicative skills
- Social communication skills trainings
- Communication and interaction in greater detail
- Entrepreneurship focussed trainings
- Diction, sign language, presentation skills, academic writing skills

YU-Learn Training

Between September and December 2022, the YU-Learn team started the "Introduction to University Life" training for all our students who started the faculty training and completed the filming of the introduction video and the first module. During the ongoing process, the content of the first module was finalised and the translation of the University Rules and Regulations, which were not available in English, was completed. The missing parts of the first module and the whole of the second module were prepared and uploaded to the YULearn Moodle platform in August 2023. Currently, the external content of the last two modules has been completed on YULearn Moodle. The post-production process of the final recordings made within our University is expected to be completed and made available to all our students within the first month of Fall 2023. The training, which consists of four separate modules, introduces the rules and regulations of the university, shows our campus and its facilities, consists of modules related to well-being on campus and academic success-oriented modules. The four modules of our training consist of Introduction to University Life, where the rules and regulations are explained, Belonging & Engagement, where the campus is introduced, Creating a Culture of Campus Well-being, which is about well-being and general health on campus, and Academic Performance & Success, which is designed to foster academic success. Our trainings are prepared in English and offer Turkish language support with subtitles.



YU-Admin Training

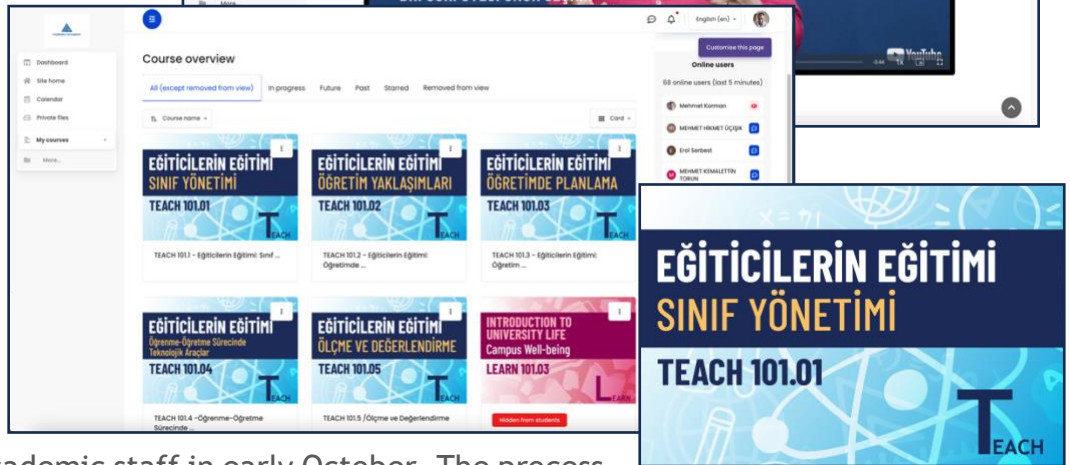
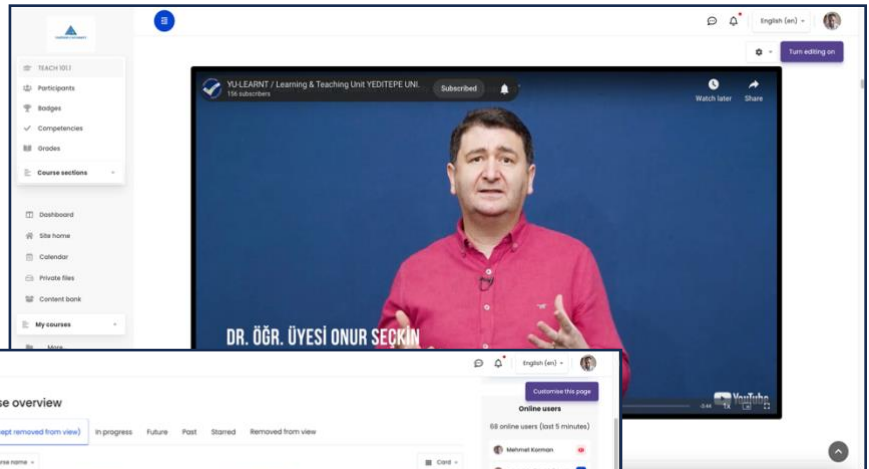
YU-Admin subunit's Microsoft Excel training for administrative staff proved successful. The first module was shared with 1606 and completed by 539, while the second module was shared with 433 and completed by 277.

For Fall 2023, it is planned to prepare a needs-based English language training in the next phase, considering the feedback and requirements of our administrative staff. Rather than a standard English language course, this training will be designed to enable administrative staff to communicate more effectively with international students with whom they frequently interact, to help them quickly understand questions and problems, and to provide information regarding possible solutions.

2) Hibrit Training

YU-Teach Training

The YU-Teach team prepared the content and completed the filming of the first three modules between September to December 2022. During this period, the team prepared the content for the fourth and fifth modules and completed the filming of one of the modules. The fourth module was filmed in Spring 2023. All the 'Training of Trainers' modules were completed in Summer 2023 and started to be shared with academic staff in early October. The process,



which started with the Faculty of Health Sciences, will continue with other faculties. The training

consists of five separate modules and is delivered both in Turkish and English. A comprehensive training programme is planned with modules on Classroom Management, Teaching Approaches, Planning in Teaching, Technological Approaches in the Learning-Teaching Process and Measurement and Evaluation. A pre-test has been assigned to our participants on 12 October 2024 and they have been given time until 15 January 2024 for the training they will start afterwards. At the end of the process, the pre-test and the post-test, which will be given at the end of the training, will be analysed together with the participants' feedback and this data will be used to improve the training programme.

3) European University Association Thematic Peer Groups: “Development and Strategic Benefits of Learning and Teaching Centers” Meetings

YU-LEARNT stands out as the only Turkish University Learning and Teaching Unit that applied for and was accepted into the TPG meetings on the Development and Strategic Benefits of Learning and Teaching Centres, organized by the European University Association (EUA) in 2023. During this period, the unit engaged in three meetings and actively supported the process. The collaborative efforts are set to be published by the EUA in February 2024.

- ✓ Spring 2023 - The initial stages of the study were established during the meetings that took place in Braga, Portugal, with research commencing subsequently. YU-LEARNT Coordinator Prof. Berrin Yanıkkaya, Prof. Gonca Kızılkaya and Research Assistants Mehmet Korman and Denizalp Şimşek participated in the meetings.
- ✓ Summer 2023 - The second meeting, organised by the EUA and spanning two days, was conducted online. The meeting was attended by YU-LEARNT Coordinator Prof. Berrin Yanıkkaya, Research Assistants Mehmet Korman and Denizalp Şimşek, and Toprak Cem Savaş, a BA student who serves as a translator in our unit.
- ✓ Fall 2023 - The last in-person meeting occurred in Bergamo, Italy. Primarily, this one-day event served to wrap up the developing model, though it also incorporated some final adjustments based on discussions.

Our team has been very active in and out of the meetings and has made contributions. Prof. Berrin Yanıkkaya and Research Assistant Mehmet Korman, as part of a small research team, also participated in short sessions outside the meetings and were involved in the background of the process.

4) Artificial Intelligence Training

We have started to work on a training on Artificial Intelligence, which has started to take an important place in education as well as in our lives. The training consists of three modules. The first is a general definition of artificial intelligence module for both students and academics. In this module there will be a combination of what artificial intelligence is, how it can be used in a useful way, the ethical debates surrounding artificial intelligence, and artificial intelligence programs and useful commands that can be used in different fields. Our second training will be specifically designed for academics with a focus on the use of artificial intelligence in education.

In this part we will focus on course planning, creating course content, supporting the research process, visual and external data preparation, i.e. using artificial intelligence as a teaching assistant with the conveniences that AI brings. In addition to this section, we have planned a webinar with Nikos Basbas as part of our contacts with Tilburg University. This webinar consists of two steps and is an event to which we would like to invite all our academics. It will also be recorded and will become an integral part of our training. In our third module, we will focus on our students and prepare trainings on how they can use artificial intelligence in their studies, professional future and daily life. This AI webinar, which will be of great interest to both students and academics, will provide important information on the ethical dimension, plagiarism and how it might be appropriate to use AI in their academic work. Our first module will be completed in Fall 2023 and then the second module will be launched. In this process, we will try to realise the planned webinar training. Our training will be prepared in Turkish and English as usual. In this context, we have also started to work on the preparation of an Erasmus+ KA 220 HED cooperation partnership project with three European universities that we are in contact with.

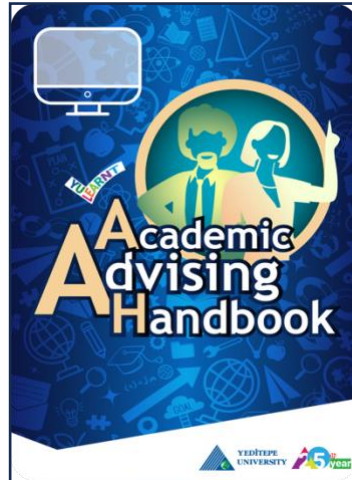
5) Part-Time Instructors Handbook

The Part-Time Instructors Handbook, authored by Deputy Dean of the Faculty of Arts & Sciences, Asst. Prof. Hatice Karaman, underwent design and formatting conducted by our Unit. It was initially published in Turkish for the Spring and Fall of 2023 and has been updated each term. This handbook is a valuable resource encompassing essential information on Student Information Systems regulations, application deadlines, exam preparation and grading procedures, as well as crucial dates for each respective term. It also contains valuable information regarding the rules and regulations of the Student Information Systems, application periods, setting and grading of exams and the important dates for the relevant term. The dissemination of the handbook was carried out through University Mail Announcements and our social media channels. The English version of the handbook will be completed in Fall 2023 and made available on our website for the benefit of foreign academics.



6) Academic Advising Handbook

Acknowledging that academic advising is one of the most crucial support mechanisms for students in their academic lives, our Unit has prepared an Academic Advising Handbook in collaboration with the Student Centre. The handbook includes valuable contributions from our Rector, Prof. Canan Aykut Bingöl, and our Provost, Prof. Ahmet Aydın. It was made accessible through our website, social media channels, and University Mail Announcements. Within its pages, the handbook encompasses regulations concerning academic advising, guidelines for course applications, and the mutual responsibilities of both advisors and students. Additionally, it offers practical tips, a compilation of frequently asked questions and their corresponding answers, as well as a contact list of individuals in various departments who may be valuable resources for academic



advisors. The handbook was meticulously crafted in both Turkish and English to provide comprehensive support to all our academics.

7) COURSERA / YU-LEARNT Collaboration

The collaboration between Coursera and Yeditepe University, facilitated by YU-LEARNT, has continued to thrive and expand. The initial expectations for the use of Coursera at Yeditepe University were met with success, marked by consistent activity throughout 2022. Additionally, in 2023, some University courses were supplemented with Coursera Certificate Courses, enhancing our utilisation of Coursera and increasing its recognition among students. In Spring 2023, the Faculty of Engineering took a significant step by incorporating certain Coursera courses as mandatory parts of their programs and placing them in their syllabi. This approach not only enriches our course content but also provides students with the opportunity to obtain international certificates upon completion, benefiting all parties. Until the end of Summer 2023, a remarkable achievement was reached as 870 licensed users actively engaged with Coursera courses, resulting in an impressive utilisation rate of 134%. By the beginning of the Fall 2023, the number of our licenses increased to 500 in accordance with our agreement. A challenge that emerged in 2022 and Spring 2023 was the difficulty of utilising licenses for Guided Projects in course content. These projects are typically quite short, and due to our limited number of licenses, it became challenging to allocate them effectively in such cases. As a result of our consecutive meetings with Coursera, our partnership was improved with an additional 3500 Guided Project licenses. Now, Yeditepe University has 500 regular and 3500 solely Guided Project licenses that can be shared with academics and students. These courses are designed to quickly teach learners a single skill and can be easily integrated into curricula thanks to the large number of ready-to-use licences available.

Between 2021 and 2022, 202 students, 135 academics, 12 graduates and 1 administrative staff received training on Coursera. Students enrolled in 965 different courses, completed a total of 3235 hours of learning, and were eligible to receive 265 certificates for the skills they acquired. While the time spent on training and courses increased by 80% in the first year of enrolment, this rate has increased even more in the current period. To provide maximum benefit to our students and faculty

members, licences have been rotated. This rotating method has allowed us to use licences two, three and in some cases four times.

Between Fall 2022 and Spring 2023, a total of 283 students enrolled in Coursera courses, while 346 academic staff members and 4 alumni also utilised Coursera. In the 2022 - 2023 academic year, the learners consist of new participants.

	2021-2022	2022-2023
Students	202	283
Academics	135	346
Alumni	12	4
Administrative Staff	1	0

The total number of enrolments can be seen below.

Total Enrolments	2717
Total Learners	801
Current Members	357
Removed Members (to open space to new learners if the account is not active for more than a month following two separate personal announcements regarding the issue)	768
Total Verified Course Completions	865
Total Estimated Hours Spent	7554

Since the beginning of this agreement, learners have benefited from the programme by taking 2717 different courses. Each certificate was awarded after enrolled learners completed an average of 6 courses. New enrolments, course completions, and the movement of new and previously enrolled learners on Coursera are closely tracked. At the same time, information on the high percentage of learners who have completed the programme by completing at least 80% of the courses and learners who have fully completed the training is also monitored.

The first table shows enrolment trends of new and existing learners in new courses on Coursera. The second table shows weekly enrolment data for learners who have completed at least 80% of the course. The last table shows the names, fields, enrolment and completion numbers of all courses taken to date. The activities of the learners in the course are closely monitored and regular reminders are sent to those who have dropped out, and if there is no progress, the licence is given to new learners.

Learners’ Engagement with Content

In this table, the total number of registrations, the total learning hours, the number of courses enrolled and the average course ratings given to the courses by the learners are seen. 2,721 learners enrolled in the courses, 7,302 hours of training were received, and 15,570 courses were completed in the process. The number of courses completed in the last 28 days is 430.

Learner engagement with content

[Email usage report](#)

Visit the [Learner Activity Dashboard](#) for a comprehensive analysis of enrollments and completions over time in your organization

Enrollments ⓘ

2,721

Total enrollments to date

+96 enrollments

in the past 28 days

Learning Hours ⓘ

7,302

Total hours to date

+146 hours

in the past 28 days

[View learning hours over time](#)

Lessons Taken ⓘ

15,570

Total lessons taken to date

+430 lessons taken

in the past 28 days

Average Course Rating ⓘ

★ **4.8**

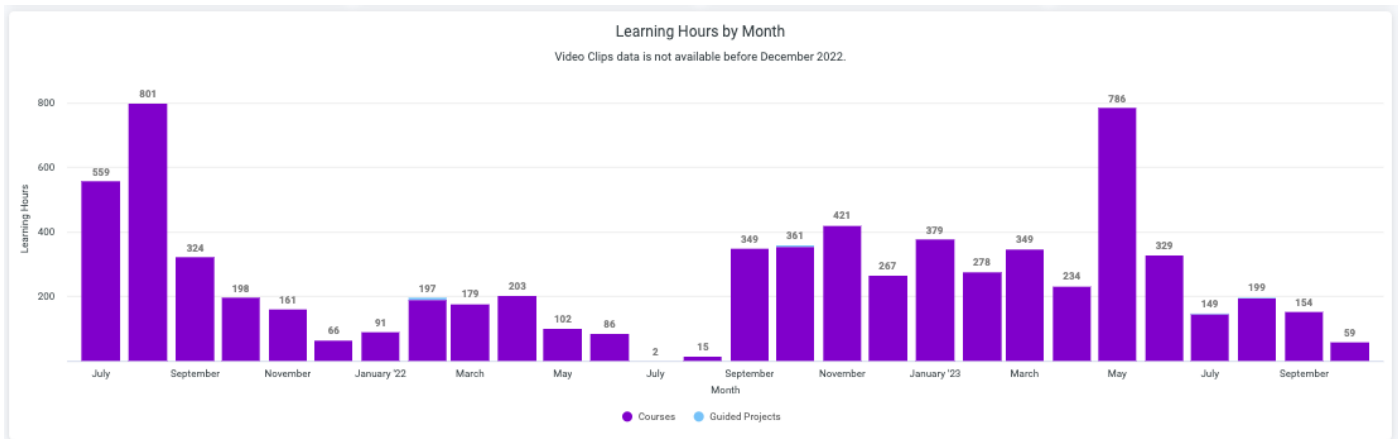
Recent Learner Feedback

A well-packaged Introductory course. Very easy to understand for a beginner in this field of study.

[View Learner Feedback Report](#)

Monthly Learning Hours on Coursera Since December 2021

This table displays monthly learning hours starting from July 2021. In July 2021, there was a high level of interest and a decline started to be seen in Fall 2021. However, the trend started to rise again in Spring 2022 and Summer 2022 attracted the lowest level of interest. With the promotional activities carried out, Fall 2022 began vigorously and the highest interest was achieved in May 2023. Despite the decline seen in every Summer, a considerably high number of learners continued the trainings in Summer 2023 compared to the previous years. We aim to reach many more learners in Fall 2023.



Learner Feedback

Learner feedback on our Coursera course evaluations has been consistently high. In general, learners gave 5 stars, with a fewer number of 4 and 3 stars. This indicates that learners are generally very satisfied with the content quality of the courses. Written feedback from our learners compliments the quality of the courses and indicates that some courses provide a good starting point. The success of the educators and the content of the courses are praised.

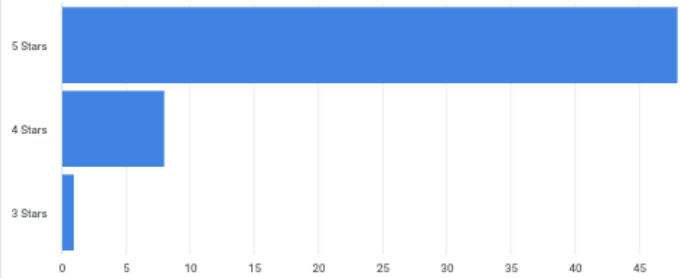
Learner Feedback

Learners in your organization provide feedback via star ratings, NPS ratings and thank you notes to course instructors. We recommend that you use learner feedback quotes for learning program internal marketing.

4.8

Organization Star Rating

Star Ratings



Most Recent Feedback Quotes

Feedback Date	Name + Email	Course Name	Rating	Feedback Quote
2023-08-12	[Redacted]	Procurement & Sourcing Introduction	5 Stars	A well-packaged Introductory course. Very easy to understand for a beginner in this field of study.
2023-08-12	[Redacted]	Procurement & Sourcing Introduction	5 Stars	Thank you for this well-packaged Introductory course. My interest in the Procurement and Supply Chain Management
2023-06-18	[Redacted]	Understanding the Brain: The Neurobiology of Everyday Life	5 Stars	Thank you very much for this course, I really enjoyed it and learned a lot :-)
2023-06-02	[Redacted]	The Art of Music Production	5 Stars	Great for a start...
2023-04-19	[Redacted]	Collaborating with G Suite Apps	5 Stars	Thanks.
2023-01-21	[Redacted]	The Science of Well-Being	5 Stars	Must have course for everyone! I feel really lucky that I got the chance to take this course from Prof Santos
2023-01-20	[Redacted]	The Nature of Genius	5 Stars	Thanks for this fantastic course, I think you may be a genius after all :-)
2023-01-19	[Redacted]	Ukraine: History, Culture and Identities	5 Stars	An interesting and concise overview of Ukrainian history
2022-11-01	[Redacted]	Developing Your Musicianship: Final Project	5 Stars	Dear Professor George, Thank you very much sir, for your exquisite teaching and mentoring! I did study a little bit int Best regards, Kamran Hakan Rizeli

Numbers of Completed Courses

In this table, which shows the most enrolled courses, we can see the courses that have attracted the most interest. The first ranked course, "Ethics, Technology and Engineering", was assigned to the final year students of the Faculty of Engineering in Spring 2023, and it was a compulsory and complementary training in their programmes. Faculty of Engineering made a request for this training, and with the licences allocated for it, the training was enrolled by 160 students in a short period of time. The course "What is Data Science?" was the one that received the highest number of participants with a personal choice. Commerce was third in terms of popularity. 50 people enrolled in "Project Management Basics" and 16 completed the course. Most interest was in data science and business areas, many learners have completed training and others are still registering for courses. The trainings consist of several courses divided into periods ranging from one month to six months.

Sort by Completions										
	Course Name	Course Domain	Course ID	Course Type	First Enrollment	Most Recent Enrollment	Enrollments	Active Enrollments	Completions	Completions %
1	Ethics, Technology and Engineering	Physical Science and Engineering	P480mTxiEea3LQ6P_ZHapQ	Course	2023-04-12	2023-10-07	160	155	135	84.4%
2	What is Data Science?	Data Science	r0GnH0ZaEees-Q6jQMxing	Course	2022-09-09	2023-09-25	49	33	18	36.7%
3	Foundations of Project Management	Business	fxgolcbTEeqZ0A5eKDHL-w	Course	2022-09-09	2023-09-21	50	29	16	32.0%
4	Tools for Data Science	Data Science	oCBU5_VYEebQA7S00niLA	Course	2022-10-02	2023-09-23	21	18	12	57.1%
5	Introduction to Social Media Marketing	Business	BEJQU3kbEeqayxVvuQI5Hw	Course	2022-09-09	2023-08-17	37	23	10	27.0%
6	Data Science Methodology	Data Science	OF17o_8IEee1YxLCJ0cSDA	Course	2022-10-02	2023-08-13	11	11	10	90.9%
7	Project Initiation: Starting a Successful Project	Business	mYs5UAp9Eeuh2QpCvqFzYQ	Course	2022-10-05	2023-05-22	11	11	9	81.8%
8	Project Planning: Putting It All Together	Business	n518dwp9EeuiRg5-nJvwRw	Course	2022-08-10	2023-07-06	11	10	7	63.6%
9	Python for Data Science, AI & Development	Data Science	ejOz7RDUEei99hK0xstsg	Course	2022-10-17	2023-08-25	19	14	7	36.8%
	Foundations of User		aDPeKkbTEeqzq7nm							

Course Selection Based on Skill Domains

Many courses on Coursera focus on business, computer sciences and data sciences. Below is the table listing the top ten courses completed by our learners across various skill domains. In Business category, 'University Teaching' is the leading course, while in Computer Science 'Introduction to Cybersecurity Tools & Cyber Attacks' is the most popular; and in Data Science, 'Machine Learning with Python' is the number one choice.

Top Courses by Skill Domain		
The top courses your learners have taken that contribute towards gaining skills in each skills domain.		
Business - Top 10 Courses		
Course Name	Course Name	Course Name
1 University Teaching	1 Introduction to Cybersecurity Tools & Dyber Attacks	1 Machine Learning with Python
2 Teach English Now! Foundational Principles	2 Data Visualization with Python	2 Tools for Data Science
3 Leadership and Emotional Intelligence	3 Machine Learning with Python	3 Data Visualization with Python
4 Exploratory Data Analysis for Machine Learning	4 Python for Data Science, AI & Development	4 Simulation Analysis for Mechanical Engineers with Autodesk Fusion 360
5 Presentation skills: Designing Presentation Slides	5 Foundations of User Experience (UX) Design	5 Introduction to Google SEO
6 Philosophy, Science and Religion: Religion and Science	6 Cybersecurity Roles, Processes & Operating System Security	6 Exploratory Data Analysis for Machine Learning
7 Foundations of Project Management	7 Innovation Through Design: Think, Make, Break, Repeat	7 Deep Learning and Reinforcement Learning
8 Know Thyself - The Value and Limits of Self-Knowledge: The Unconscious	8 The Bits and Bytes of Computer Networking	8 Data Science Methodology
9 Data Visualization with Python	9 Convolutional Neural Networks	9 Python for Data Science, AI & Development
10 Introduction to Social Media Marketing	10 Inheritance and Data Structures in Java	10 What is Data Science?

Skills and Competencies

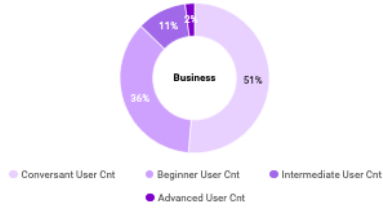
The first table provides a visualisation of the skill domain proficiencies related to the courses taken. In all three areas, the majority of learners are at the entry level of 'Conversant User' competency. This is followed by learners at the 'Beginner User' level. In a narrower range are learners who are 'Intermediate Users'. Learners who have received a large number of training sessions and have reached the "Advanced User" competence level are indicated with the darkest colour.

The table below shows in which of these areas the skill competence is highest. In Business, 'Communication' is the area in which most skills have been acquired. In Computer Science, 'Computer Programming' is the most focused skill with a substantial difference. In Data Science, 'Probability and Statistics' is the most developed skill.

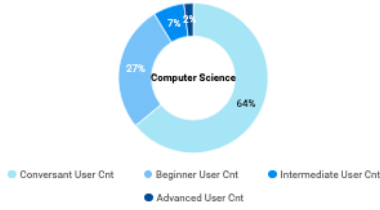
Skill Domain - Proficiency Distribution

The averaged distribution of skill mastery across skill domains in your organization.

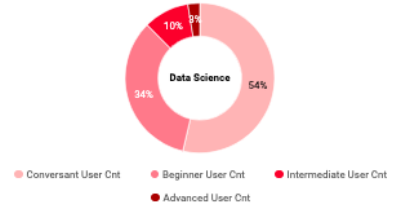
Business - Proficiency Distribution



Computer Science - Proficiency Distribution



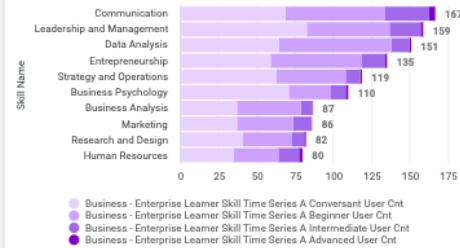
Data Science - Proficiency Distribution



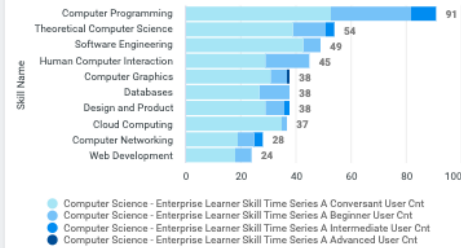
Skill Competencies - Learner Proficiency Distribution

The distribution of learners and their skill mastery for the top 10 competencies across domains. Competencies are broad skills in the Coursera skills taxonomy.

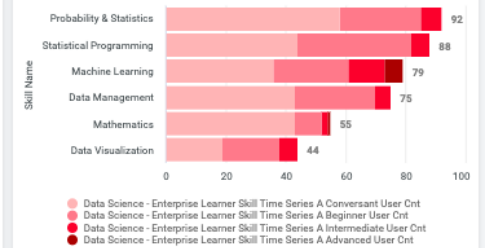
Business - Proficiency by Competency



Computer Science - Proficiency by Competency

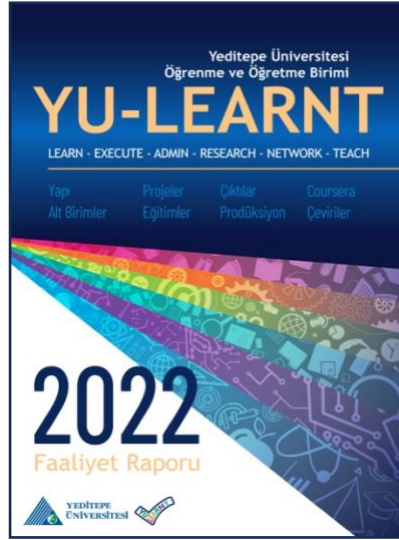
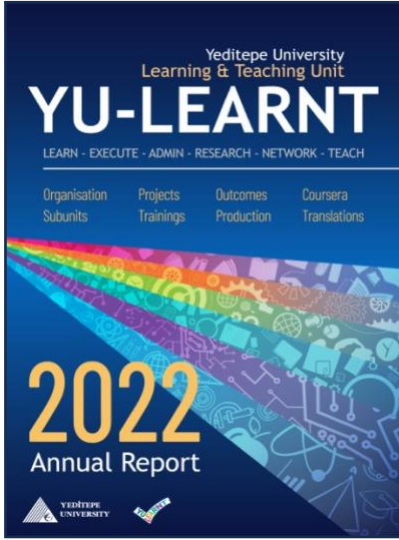


Data Science - Proficiency by Competency



Our Annual Activity Reports

YU-LEARNT annual activity reports are produced in both Turkish and English. 2022 Annual Report was published on our website in Turkish and English in Spring 2023 and can be accessed through the links below.





YEDİTEPE UNIVERSITY