

İZMİR INSTITUTE OF TECHNOLOGY
GENERAL CULTURE COURSES DEPARTMENT

MAN 211 COMMUNICATION AND MANAGEMENT SKILLS FOR ENGINEERS

(3+0) 0 Credits / 3 ECTS | 2026–2027 Fall Semester | Course Outline (Syllabus)

Integrated with United Nations Sustainable Development Goals (SDGs)

SDG 4 Quality Education	SDG 8 Decent Work & Economic Growth	SDG 16 Peace, Justice & Strong Institutions
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Instructor Information

Instructor	Doç. Dr. Dikmen Yakalı
Office	Genel Kültür Dersleri Bölümü Binası, Kat: 1
Phone	0232 750 7813
E-mail	dikmenyakali@iyte.edu.tr
Office Hours	TBA by appointment

Course Description & Method

Course Description: This course is designed to equip Engineering students with essential skills for professional success. Covering topics such as intra-personal and inter-personal communication, leadership, change and conflict management, ethics, documentation, innovation, and entrepreneurship, the course offers a comprehensive exploration of key concepts. Students will engage in interactive sessions, including drama-style case studies to apply their learning in practical scenarios. Through a combination of theoretical knowledge and practical exercises, this course aims to develop students' ability to navigate complex communication and management challenges in diverse organizational settings.

Method: Lectures, In-class Discussions, Case Studies, Multimedia Resources, Interactive Workshops with Guest Lecturers, Group Presentations, Digital Tools & Visual Materials.

Course Learning Outcomes & SDG Alignment

This course contributes to the United Nations Sustainable Development Goals (SDGs), particularly United Nations goals such as Sustainable Development Goal 4: Quality Education, Sustainable Development Goal 8: Decent Work and Economic Growth, and Sustainable Development Goal 16: Peace, Justice and Strong Institutions. Through the development of communication, leadership, ethical decision-making, and conflict management skills, the course prepares engineering students to engage responsibly in professional environments and contribute to inclusive, ethical, and sustainable organizations and societies.

- **SDG 4 – Quality Education:** Develops critical interpersonal and management capabilities, fostering continuous professional learning, self-awareness, and technical documentation excellence.
- **SDG 8 – Decent Work and Economic Growth:** Equips future engineers with career planning, job interview techniques, innovative entrepreneurship mindsets, and organizational leadership necessary for productive, sustainable workplaces.
- **SDG 16 – Peace, Justice and Strong Institutions:** Cultivates ethical engineering practice, compliance with legal standards, psychological safety, and constructive conflict resolution mechanisms within institutional frameworks.

Evaluation & Assessment

Assessment Component	Weight	Date / Notes
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Mid-term I	50%	Week 8
Final Exam	50%	End of semester

Weekly Teaching Plan & SDG Connections

Each week's topic is integrated with the relevant United Nations Sustainable Development Goals:

Hafta / Week	Konular ve İçerik / Topics & Coverage	SKH / SDG Connection
Week 1	Introduction Course objectives and outline overview.	SDG 4
Week 2	Identity Management: Writing Your Own Self Introduction to "Project: Me, Myself and I". This session explores the concept of narrative identity and the power of storytelling in shaping and guiding career paths. This session will discuss how personal narratives can be crafted and utilized in strategic career planning to reflect individual aspirations, strengths, and values, ultimately guiding professional development and success.	SDG 4, SDG 8
Week 3	Managing your Future: Strategic Career Planning This session focuses on identifying and aligning personal and professional goals to create a clear and actionable career path. It will cover assessing individual strengths and needs, exploring core values, setting career goals, and making informed decisions for long-term career success and fulfilment. Students will also learn how to present their education, skills, and experience effectively in a professional CV.	SDG 4, SDG 8
Week 4	Managing Yourself in Daily Life: What is Communication? This session introduces the fundamental concepts of communication, exploring its various forms, functions, and processes. It will provide an overview of how effective communication facilitates the exchange of information, builds relationships, and drives successful interactions in both personal and professional contexts.	SDG 4
Week 5	Managing your Inner Self: Intra-personal Communication This session will explore the role of self-awareness, cognitive biases, and emotional regulation in effective self-communication, emphasizing techniques for enhancing self-understanding and personal growth. Emotional Intelligence.	SDG 4
Week 6	Managing your Relationships: Inter-personal Communication This session will explore the dynamics of effective communication skills, active listening, and empathy highlighting their importance in building and maintaining healthy relationships.	SDG 4, SDG 16
Week 7	Managing Others: Psychological Safety; Leadership Theories and Styles This session will examine various leadership styles, essential skills such as strategic thinking, and practical techniques for inspiring and managing teams in diverse organizational settings. The session will also highlight psychological safety and the leader's role in creating inclusive environments where team members feel safe to contribute and learn.	SDG 4, SDG 8, SDG 16
Week 8	Mid-term Exam Mid-term evaluation covering the first 7 weeks.	—
Week 9	Managing Change and Transformations: Change Management This session will cover strategies for managing resistance, fostering adaptability, and ensuring successful implementation of change initiatives through effective communication and stakeholder engagement. This session will feature a guest lecturer	SDG 4, SDG 8

	who will provide practical insights and real-world applications.	
Week 10	Managing Values: Ethics and Law in Engineering This session will discuss the importance of ethical conduct, common ethical dilemmas, and frameworks for making ethically sound decisions in various professional contexts. The relationship between ethical responsibility and legal regulations in engineering practice will also be examined, highlighting how professional standards, laws, and regulations guide responsible decision-making. The session may include a guest lecture, and students will discuss relevant case studies.	SDG 4, SDG 16
Week 11	Managing Daily Problems: Conflict Management & Documentation in Engineering This combined session explores conflict resolution strategies, negotiation and mediation techniques, and the role of effective documentation in maintaining transparency and clarity in engineering contexts. Emphasizes how precise documentation supports conflict prevention and accountability.	SDG 4, SDG 16
Week 12	Managing the Future: Innovation and Entrepreneurship This session will explore principles of innovation, creative thinking, and entrepreneurial mindset, including business planning and challenges of starting new ventures.	SDG 8, SDG 4
Week 13	Managing Recruitment Processes: Job Interview Techniques This session will cover effective recruitment methods, interview preparation and execution, and candidate evaluation, featuring a drama-style case study with a guest lecturer to provide practical insights and real-world applications.	SDG 4, SDG 8
Week 14	Revision Review of key communication, leadership, and management principles; final preparation.	SDG 4

Course Readings & References

Main Texts:

- D. Beer, and D. McMurrey, A Guide to Writing as an Engineer, 4th. Ed. John Wiley & Sons, 2014.
- D. A. Whetten & K. S. Cameron, Developing Management Skills (11th ed., Global ed.). Pearson, 2026. ISBN: 978-1-292-49448-7.
- M.E. Guffey and Dana Loewy. Business Communication: Process and Product, Cengage, 2021.

Additional Reading:

- Oakes, W. C., & Leone, L. L. (2016). Engineering Your Future: A Brief Introduction to Engineering (6th ed.). Oxford University Press. ISBN 978-0-19-027934-9.

About the Sustainable Development Goals (SDGs)

The 17 Sustainable Development Goals (SDGs) were adopted by all United Nations Member States in 2015 as a universal call to action to end poverty, protect the planet, and ensure peace and prosperity by 2030. In MAN 211 Communication and Management Skills for Engineers, these goals establish a core ethical and developmental framework. By integrating Quality Education (SDG 4), Decent Work and Economic Growth (SDG 8), and Peace, Justice and Strong Institutions (SDG 16), the course cultivates technical leadership, psychological safety, professional integrity, and collaborative excellence required in modern engineering ecosystems.

Best wishes,

Doç. Dr. Dikmen Yakalı | İzmir Institute of Technology