


PERSONAL INFORMATION

Mustafa POLAT



 Karabük University School of Foreign Languages, 78000 Karabük (Turkey)

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WORK EXPERIENCE

11/06/2012–Present

English Instructor

Karabük University, Karabük (Turkey)

01/10/2010–30/01/2012

English Teacher

The Ministry of National Education, Ankara (Turkey)

01/07/2010–01/09/2010

Turkish Instructor

Ankara University, TÖMER, Ankara (Turkey)

01/10/2009–30/09/2011

EU Project Advisor

Gazi University GAGİT, Ankara (Turkey)

EDUCATION AND TRAINING

26/08/2014–Present

Doctorate in Curriculum and Instruction (Dissertation Stage)

Anadolu University, Eskişehir (Turkey)

Design and conduct scientific research or a study, as well as analysing and interpreting the results of them

Use scientific processes in solving educational problems

Report a study in the field of curriculum and instruction

Analyse and evaluate models of curriculum development

Develop a curriculum draft in their field of study

Evaluate curriculum through scientific inquiry and interpret the findings

Choose and apply a teaching model appropriate for learning aims, learning qualities and content

Prepare and apply teaching drafts appropriate to learners' learning styles and strategies

Develop solutions to encountered problems in teacher training in Turkey

Have awareness of the necessity of lifelong learning and internalize it as life style

Follow scientific developments in the field of curriculum and instruction design

Present and discuss materials and products designed or developed in curriculum and instruction field to related areas

Develop creative solutions to educational problems.

10/2006–06/2010

English Language Teaching (Honor Student)

Anadolu University, Eskişehir (Turkey)

Understand, interpret and evaluate different written and oral texts that they may encounter in their daily and professional life

Communicate orally in different contexts that they may encounter in their daily and professional life
 Produce different texts using writing processes effectively
 Comprehend the concepts related to language and the relationships between these concepts
 Comprehend and analyze the features, structure and mechanism of human language
 Comprehend and analyze the concepts and processes related to language learning and teaching
 Gain professional confidence (Finding himself/herself adequate as a teacher)
 Understand, adopt and fulfill social, cultural and societal responsibilities
 Be aware of the necessity of the lifelong learning process
 Develop their English language skills continuously

10/2011–Present **International Relations**
 Anadolu University, Eskişehir (Turkey)

PERSONAL SKILLS

Mother tongue(s) Turkish

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
 Common European Framework of Reference for Languages

Communication skills Open-Mindedness
 Friendliness and Respect
 Empathic listener and persuasive speaker

Organisational / managerial skills Problem Solving Skills
 Multi tasking skills
 Decision making skills
 Team leadership
 Making schedules
 Team management
 Project management

Job-related skills Consider students' needs, language development levels, ages, intelligence types and learning styles while preparing a lesson plan
 Select materials for classroom use according to usefulness, currency and students' age and language level
 Develop new materials to use in teaching processes
 Provide an atmosphere that ensures full student participation and increases student success
 Provide feedback for students in an appropriate time and manner
 Arrange multimedia environments in and out of class which enhance interaction with teacher and among students for learning purposes
 Arrange an appropriate environment for all students to develop effective language learning strategies
 Arrange activities for all students to use their grammar and vocabulary in a correct and effective way
 Arrange and apply activities for all students to improve their listening, reading, writing, speaking skills

Enable students to self-evaluate their own language learning processes
 Determine the aims of measurement and assessment applications related to language teaching
 Use/develop tools and methods of measurement and assessment used in the teaching process, evaluating them in terms of usefulness, validity and reliability
 Use measurement and assessment results effectively
 Have students develop a positive attitude towards language learning
 Have the belief that all students can be successful in learning a language
 Be a model for students and society with their appearance, behaviors, communication skills, intellectual and cultural background
 Cope with problematic student behaviors

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Independent user	Proficient user	Proficient user

Digital competences - Self-assessment grid

ADDITIONAL INFORMATION

Publications

Book (Editor): Polat, M. (2016) *Kickstart Your English*. İstanbul: Kültür Sanat Press

Book (Co-author): Polat, M. (2015). A Micro Teaching (Vocabulary) Experience in Braila . Comenius Regio Project Good Practices. Karabük: Karabük Provincial Directorate of National Education.

Article: Polat, M. ve Güven, M. (2017). Edmonds Öğrenme Stilleri Belirleme Ölçeğinin Türkçeye Uyarlama Çalışması. *İlköğretim Online*, 16(2).

Article: Selvi, K.; Uysal, D.; Polat, M.; Sönmez, T.; Köse, C. ve Yetim, N. SUPSKY Curriculum Design Model. *International Journal of Curriculum and Instructional Studies*, 6(12), 33-55.

Article: Güven, M.; Polat, M.; Yıldizer, G.; Sönmez, T. ve Yetim, N. Analysing of The Researches Related to Teaching Styles in terms of the Measurement Instruments. *International Journal of Curriculum and Instructional Studies*, 6(11), 117-138.

Conference proceeding: Polat, M.; Erişti, B. *Karabük Üniversitesi Yabancı Diller Yüksekokulu İngilizce Hazırlık Eğitimi Öğretim Programının Değerlendirilmesi*. 3rd International Symposium on Language Education and Teaching (ISLET - 2017) (20- 23 April). Rome, Italy.

Conference proceeding: Erişti, B.; Polat, M. *Yabancı Dil Hazırlık Sınıfı Öğrencilerinin Öğrenme Sorumluluğu, Okula Aidiyet Ve İngilizce Öğrenmeye İlişkin Tutum Düzeyleri Arasındaki İlişki*. 3rd International Symposium on Language Education and Teaching (ISLET - 2017) (20- 23 April). Rome, Italy.

Conference proceeding: Erişti, B. & Polat, M. *Effectiveness of Synectics Model Based Vocabulary Teaching on Direct and Indirect Vocabulary Learning Levels of Undergraduate Students in a Foreign Language*. XVIII CONGRESS AMSE-AMCE-WAER (Teaching and Training Today For Tomorrow). (30 May-02 June) Eskişehir, Turkey.

Conference proceeding: Güven, M.; Polat, M.; Yıldizer, G.; Sönmez, T. ve Yetim, N. *Analysing of The Researches Related to Teaching Styles in terms of the Measurement Instruments*. 3rd International Congress on Curriculum and Instruction (ICCI - 2015) (22-24 October). Adana, Turkey.

Conference proceeding: Selvi, K.; Uysal, D.; Polat, M.; Sönmez, T.; Köse, C. ve Yetim, N. *Supsky Curriculum Design Model*. 3rd International Congress on Curriculum and Instruction (ICCI - 2015) (22- 24 October). Adana, Turkey.

National & International Projects

EU Project: Leonardo Da Vinci Vetpro Project. "Improving the Communicative English Language Competence of Academic Personel within the framework of VET." Project Staff. (01.11.2013-08.09.2016)

EU Project: Leonardo Da Vinci Vetpro Project. "The Comparative Analysis of the Best Practices in

English Language Teaching" Project Participant. (01.07.2013- 01.01.2014)

EU Project: Comenius-Regio Project. "New Approaches to Foreign Language Teaching in Turkey and Romania." Project Participant. (01.09.2012-30.07.2014)

EU Project: Youth in Action Programme. "Hayallerini toprağa taşımaya ne dersin? / What about reflecting your dreams to the soil ?" Project Author & Legal Representative. (01.02.2011 – 01.10.2011)

EU Project: Youth in Action Programme. "Sanatın Kanatlarında Mutlu Yüzler / Happy Faces on the Wings of Art." Project Author & Project Coordinator. (01.02.2011 – 01.08.2011)

EU Project: Youth in Action Programme. "Don't Make Me Cry Anymore! / Artık Beni Ağlatma!" Project Author & Project Coordinator. (01.04.2010 – 01.09.2010)

National Project: Virtual Platform Project. "81 Yürek Elele, Altın Ülke Türkiye www.turkeyforme.com " Project Editor. (01.2011 – 01.2015)

National Project: Social Responsibility Project. "Reproduction & Charcoal Exhibiton." Project Manager. (April 2011)

National Project: Social Responsibility Project. "Pickup Waste Batteries." Project Manager. (2011)

National Project: Social Responsibility Project. Renklerin Su ile Dansı: Ebru Sanatı. Project Manager. (February 2011)

National Project: Social Responsibility Project. "Konuşan Dili Olalım, Susan Gözlerin!" Project Manager. (2010 - 2011)

National Project: Social Responsibility Project. "Başarmak İçin Elele." Project Manager. (2011)

Keynote Speaker: EU Projects, Youth in Action Programme Information Seminar. Gazi University. (31.03.2011)

Certifications	<p>Ankara University TÖMER & Yunus Emre Institute Achievement Certificate. Teaching Turkish as a Foreign Language Program. (September 2010)</p> <p>European Commission Youtpass Certificate (2010, 2011)</p> <p>Oxford Extensive Reading Camp Training Certificate (02.06.2013)</p> <p>Oxford Teacher's Academy Course Certificate of Teaching English to Adults (September, 2012)</p> <p>Gazi University (GAGİT) Project Cycle Management Training (2010)</p>
Rewards	<p>Karabük University Certificate of Achievement (2016)</p> <p>Anadolu University Certificate of Honour (2007, 2008, 2009, 2010)</p> <p>European Commission Pilot Project Reward (2010)</p> <p>Gazi University (GAGİT) Certificate of Achievement (2011)</p>
Interests	<p>Educational Technologies</p> <p>Academic and Social Activites</p> <p>Assesment and Evaluation</p> <p>Politics</p> <p>Turkish History and Culture</p>
References	<p>References available upon request.</p>