

TOROS ÜNİVERSİTESİ

Vocational School
Logistics

Course Information

INTRODUCTION TO BUSINESS ADMINISTRATION II					
Code	Semester	Theoretical	Practice	National Credit	ECTS Credit
		Hour / Week			
LOJ124	Spring	3	0	3	3

Prerequisites and co-requisites	
Language of instruction	Turkish
Type	Required
Level of Course	Associate
Lecturer	DİLER YAMAN KAHYAOĞLU
Mode of Delivery	Face to Face
Suggested Subject	
Professional practise (internship)	None
Objectives of the Course	To inform the student about the management activities
Contents of the Course	The functions of the operator; Management, marketing, production, human resources, R & D, finance and public relations processes.

Learning Outcomes of Course

#	Learning Outcomes
1	Along with the globalization process, it makes multidimensional and causal-based evaluations on scientific developments in the ever-changing business world and organizations.
2	Along with the globalization process, it makes multidimensional and causal-based evaluations on scientific developments in the ever-changing business world and organizations.
3	It organizes training environments suitable for the highest level of learning, taking into consideration the individual, social, cultural differences of the members of the organization, special interests and needs.
4	It monitors the development of business employees by using different measurement-evaluation methods and techniques.
5	Responsible as individuals and team members to solve problems in chaos and crisis situations arising in business activities
6	Continuously improve professional knowledge and skills

Course Syllabus

#	Subjects	Teaching Methods and Technics
1	Management description and functions	Verbal lecture
2	Planning	Verbal lecture
3	Organizing	Verbal lecture
4	Executive	Verbal lecture
5	coordination	Verbal lecture
6	control	Verbal lecture
7	Business functions	Verbal lecture
8	Midterm	
9	Marketing	Verbal lecture

10	Human resources	Verbal lecture
11	finance	Verbal lecture
12	Research & Development	Verbal lecture
13	public relations	Verbal lecture
14	Decision making processes in management	Verbal lecture
15	Production	Verbal lecture
16	Final Exam	

Course Syllabus

#	Material / Resources	Information About Resources	Reference / Recommended Resources
1	İsmet Mucuk, (2005) Modern İşletmecilik, Türkmen Kitabevi, İstanbul		
2	. Michael E. Gerber, (2003) Girişimcilik Tutkusu, Çev. Tayfun Keskin, Sistem Yayıncılık, İstanbul		

Method of Assessment

#	Weight	Work Type	Work Title
1	40%	Mid-Term Exam	Mid-Term Exam
2	60%	Final Exam	Final Exam

Relationship between Learning Outcomes of Course and Program Outcomes

#	Learning Outcomes	Program Outcomes	Method of Assessment
1	Along with the globalization process, it makes multidimensional and causal-based evaluations on scientific developments in the ever-changing business world and organizations.	1	1,2
2	Along with the globalization process, it makes multidimensional and causal-based evaluations on scientific developments in the ever-changing business world and organizations.	2,3	1,2
3	It organizes training environments suitable for the highest level of learning, taking into consideration the individual, social, cultural differences of the members of the organization, special interests and needs.	12,14	1,2
4	It monitors the development of business employees by using different measurement-evaluation methods and techniques.	10,12	1,2
5	Responsible as individuals and team members to solve problems in chaos and crisis situations arising in business activities	12,15	1
6	Continuously improve professional knowledge and skills	13,14	1,2

PS. The numbers, which are shown in the column Method of Assessment, presents the methods shown in the previous table, titled as Method of Assessment.

Work Load Details

#	Type of Work	Quantity	Time (Hour)	Work Load
1	Course Duration	14	3	42
2	Course Duration Except Class (Preliminary Study, Enhancement)	14	3	42
3	Presentation and Seminar Preparation	0	0	0
4	Web Research, Library and Archival Work	0	0	0
5	Document/Information Listing	0	0	0
6	Workshop	0	0	0
7	Preparation for Midterm Exam	1	2	2
8	Midterm Exam	1	1	1

9	Quiz	0	0	0
10	Homework	0	0	0
11	Midterm Project	0	0	0
12	Midterm Exercise	0	0	0
13	Final Project	1	1	1
14	Final Exercise	0	0	0
15	Preparation for Final Exam	1	1	1
16	Final Exam	1	1	1
				90