AYDIN ADNAN MENDERES UNIVERSITY
COURSE INFORMATION FORM

Course Title	Foreign Trade Procedures						
Course Code	MVU201		Couse Level	Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 *(Hours)*	Theory	2	Practice	0	Laboratory	0
Objectives of the Course	It is aimed to be able to make import and export transactions of the learners						
Course Content	Import and export operations						
Work Placement	N\A						
Planned Learning Activities and Teaching Methods	Explanation (Presentation), Discussion, Case Study, Problem Solving						
Name of Lecturer(s)	Ins. Emrah BAŞ						

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

Recommended or Required Reading

1	Textbook
2	Helpful Books
3	Lecture Notes
4	Other Resources

Week	Weekly Detailed Course Contents	
1	Theoretical	Basic concepts in foreign trade
2	Theoretical	Documents used in foreign trade
3	Theoretical	Delivery forms in foreign trade
4	Theoretical	Delivery forms in foreign trade
5	Theoretical	Forms of payment in foreign trade
6	Theoretical	Forms of payment in foreign trade
7	Theoretical	Forms of payment in foreign trade
8	Theoretical	Processing of exporting and closing of export account
9	Intermediate Exam	Midterm
10	Theoretical	Abandonment in export operations
11	Theoretical	Abandonment in export operations
12	Theoretical	Tax on import transactions
13	Theoretical	Foreign exchange transactions
14	Theoretical	Foreign exchange transactions
15	Theoretical	Foreign exchange transactions
16	Final Exam	Final Examination

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Reading	10	0	1	10
Midterm Examination	1	5	1	6
Final Examination	1	5	1	6
			Total Workload (Hours)	50
			[Total Workload (Hours) / 25*] = **ECTS**	2

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Define the concept of foreign trade.
2	To comprehend delivery and payment methods in foreign trade.
3	Import and export operations to be able to.
4	To learn taxation of foreign trade transactions.
5	To comprehend foreign exchange transactions.

Programme Outcomes *(Business Administration Management)*

1	To be able to use the theoretical knowledge in business management in working life
2	Having the ability to use the management functions of the business and following new management techniques
3	To be able to fulfill the legal responsibilities of the operator, to have the knowledge and equipment to follow and implement the relevant legislation
4	To be able to use the information and communication technologies at the level required by the field, to adapt the new technologies to the operating systems by following the technological changes
5	To identify, analyze and bring solutions to problems encountered in professional practice
6	Managing business financing; bringing a solution to the financial problems by making the financial analysis of the business
7	Gaining the ability to manage the business by ensuring that the human resources operate and develop efficiently in line with business objectives
8	To be able to comprehend the basic functions of production and marketing as a whole and to be able to apply new production and marketing techniques
9	To be able to perform cost calculations in enterprises, to hold accounting records, to prepare financial statements and to be able to interpret
10	Having professional ethical values ??sought in the qualified personnel required by the market, and able to use Turkish language effectively in written and oral communication; To be able to have professional foreign language knowledge that can make international correspondences related to the field
11	Having analytical analysis, interpretation, evaluation and solution skills of field related information
12	To be able to follow and apply current and economic developments in national and international framework related to his / her profession

Contribution of Learning Outcomes to Programme Outcomes *1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High*

	L1	L2
P12	3	4