AYDIN ADNAN MENDERES UNIVERSITY
COURSE INFORMATION FORM

Course Title	Package Programs - II						
Course Code	MVU208		Couse Level	Short Cycle (Associate's Degree)			
ECTS Credit	5	Workload	125 *(Hours)*	Theory	3	Practice	1	Laboratory	0
Objectives of the Course	This Section Student; to be able to record and present the records of all kinds of financial transactions in computer environment and to present them to information users by using accounting package programs used in preliminary accounting and general accounting						
Course Content	Establishment of accounting package programs and recording of all kinds of financial transactions in these programs.						
Work Placement	N/A						
Planned Learning Activities and Teaching Methods			Explanation (Presentation), Demonstration, Case Study, Individual Study				
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	Course book, auxiliary book, lecture notes and other sources

Week	Weekly Detailed Course Contents	
1	Theoretical	Build a program
2	Theoretical	Accounting Operations
3	Theoretical	Stock Follow
4	Theoretical	Stock Follow
5	Theoretical	Current Track
6	Theoretical	Current Track
7	Theoretical	Case Safe
8	Theoretical	Bank Follow
9	Intermediate Exam	Midterm
10	Theoretical	Czech Senet Takibi
11	Theoretical	Business Book
12	Theoretical	Business Book
13	Theoretical	Staff Attendant
14	Theoretical	Backup
15	Theoretical	Staff Attendant
16	Final Exam	Final Examination

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	3	42
Lecture - Practice	14	0	1	14
Assignment	10	0	3	30
Seminar	27	0	1	27
Midterm Examination	1	5	1	6
Final Examination	1	5	1	6
			Total Workload (Hours)	125
			[Total Workload (Hours) / 25*] = **ECTS**	5

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Setting Up a Program
2	Accounting Transactions
3	Inventory Taking
4	Can Make Current Attendance
5	Making Checks and Bills
6	Bank Follow-up
7	Doing Chassis Attachment
8	Making Business Book
9	Employee Follow-up
10	Backup

Programme Outcomes *(Accounting and Tax Practices)*

1	Being an individual who is respectful to his own values, fits ethical rules, investigates and examines environment, events, and takes lessons.
2	To have theoretical knowledge and to manage the process which will contribute to the solution of the various problems that may arise during the professional activity and to obtain the expected practical results in practice.
3	To have theoretical knowledge supported by textbooks with current information, application tools and other resources, and to be able to discuss using any kind of information related to this field.
4	Be able to apply and evaluate all the techniques that the accounting profession should have.
5	Ability to plan, implement and evaluate all activities (such as financial statements and financial statements, keeping accounts in a computer environment, etc.) performed in the business and finance world, accounting bureaus and tax-related institutions.
6	In the sector or institutions that it supports during its activities; to be able to interpret and evaluate data using the knowledge and skills gained in the field, to be able to recognize and analyze problems, and to be able to develop evidence-based solutions.
7	Ability to gain personality traits showing planning and decision making skills.
8	To be able to comprehend the importance of the developments of the business and financial world and the knowledge that they have in this direction, to be able to develop the concepts of creativity and creative thinking, to be able to realize the effects of professional activities in the applied fields.
9	To be able to evaluate and interpret the knowledge and skills gained in the professional field.
10	Be able to develop personality traits that develop environmental awareness, respect for differences, and adapt to different situations and social roles.
11	To be able to use communication techniques properly while maintaining human relations.
12	To be able to use information and communication technologies together with the computer software required by the professional field
13	To be able to inform related persons and institutions about the issues related to the field during the professional work, to be able to transmit suggestions of solutions to problems and problems in writing and orally.
14	To have sufficient consciousness about the universality of social rights, social justice, protection of quality culture and cultural values and environmental protection, occupational health and safety issues.

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

	L1	L2	L3	L4	L5	L6	L7	L8	L9	L10
P1	1	1	1	1	1	1	1	1	1	1
P2	1	1	1	1	1	1	1	1	1	1
P3	5	5	5	5	5	5	5	5	5	5
P4	5	5	5	5	5	5	5	5	5	5
P5	5	5	5	5	5	5	5	5	5	5
P6	5	5	5	5	5	5	5	5	5	5
P7	1	2	1	1	1	1		1	1	1
P8	3	3	3	3	3	3	3	3	3	4
P9	5	5	5	5	5	5	5	5	5	5
P10	1	1	1	1	1	1	1	1	1	1
P11	1	1	1	1	1	1	1	1	1	1
P12	5	5	5	5	5	5	5	5	5	5
P13	1	1	1	1	1	1	1	1	1	1
P14	1	1	1	1	1	1		1	1	1