



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Research Methods and Techniques							
Course Code		İŞT215		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	75 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		This derste student; to gain proficiency in research.							
Course Content		Selecting research subjects, Performing resource research, Evaluating research results, Converting the results of the research report, Preparing presentation, Making presentations							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Case Study, Individual Study					
Name of Lecturer(s)		Ins. Dilek GÜRCÜN, Lec. Aylin DİLEK							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	Bilimsel Araştırma Yöntemi – Prof Dr. Niyazi KARASAR
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Week	Weekly Detailed Course Contents	
1	Theoretical	Choosing Research Topics
2	Theoretical	Choosing Research Topics
3	Theoretical	Choosing Research Topics
4	Theoretical	Do a Resource Survey
5	Theoretical	Do a Resource Survey
6	Theoretical	Do a Resource Survey
7	Theoretical	Evaluation of Research Results
8	Theoretical	Araştırma Sonuçlarını Değerlendirme
9	Intermediate Exam	midterm
10	Theoretical	Conversion of Research Results to Report
11	Theoretical	Conversion of Research Results to Report
12	Theoretical	Making a Presentation
13	Theoretical	Making a Presentation
14	Theoretical	Making Presentations
15	Theoretical	Making a Presentation
16	Final Exam	Final Examination

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	35	0	1	35
Midterm Examination	1	5	1	6
Final Examination	1	5	1	6
Total Workload (Hours)				75
[Total Workload (Hours) / 25*] = ECTS				3

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Explain the basics of scientific research.
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2	Explain the types of scientific research.
3	Explain the ethical principles in scientific research.
4	Report the study.
5	Explain the rights and responsibilities of the researcher and the research participant.

Programme Outcomes (Office Management and Executive Assistantship)

1	The ability of using information and communication tools and the other vocational tools and techniques.
2	The ability of planning and applying vocational process.
3	The ability of communicating in foreign language.
4	The ability of vocational self-confidence.
5	The ability of entrepreneurship.
6	The ability of using theoretical field information at the practice.
7	The ability of managing a process that provides the needs.
8	The ability of working in groups including interdisciplinary.
9	The ability of defining problems and solving them in vocational practice.
10	The awareness of vocational ethic and responsibility.
11	The awareness of necessity of life-long learning and the ability to make come true this.
12	The ability of having information about sectoral problems.
13	The ability of understanding vocational legal regulation and applying.
14	The ability of having an effective communication.
15	Social, cultural and social responsibilities of the grip, and the ability to apply to adopt.

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

	L1	L2	L3	L4	L5
P6			4	4	4
P15	4	4			

