



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Academic and Cultural Activities							
Course Code		FZ074		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	52 (Hours)	Theory	0	Practice	2	Laboratory	0
Objectives of the Course		The aim of this course is to encourage students scientific activities, to increase the interest in these kinds of activities and attitudes, to ensure participation, to redound awareness of life-long learning.							
Course Content		Participate in activities such as scientific meetings, seminars, panel, workshops and museum education.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Individual Study					
Name of Lecturer(s)									

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Practice Examination	1	110

Recommended or Required Reading

1	lecture notes
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Week	Weekly Detailed Course Contents	
1	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
2	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
3	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
4	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
5	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
6	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
7	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
8	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
9	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
10	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
11	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
12	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
13	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
14	Practice	Participation in activities such as scientific and cultural meetings, seminars, panels, workshops, museum education.
15	Practice	Student performance evaluation

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Practice	14	0	2	28
Individual Work	10	0	2	20



Practice Examination	1	2	2	4
Total Workload (Hours)				52
[Total Workload (Hours) / 25*] = ECTS				2
*25 hour workload is accepted as 1 ECTS				

Learning Outcomes

1	To recognize the importance of scientific and cultural activities.
2	participate in various organizations v.
3	participate in cultural trips.
4	actively participate in organizations
5	attend seminars

Programme Outcomes (Medical Documentation and Secretarial Practices)

1	Write and pronounce medical terms correctly.
2	Collect data of medical statistics and report the results periodically after analyzing them scientifically.
3	Learn basic structure of human body and important system diseases.
4	Know principles and rules of medical secretaryship. Protect patients? rights and privacy.
5	Use Turkish and body language in a correct and effective way.
6	Run internal and external correspondence of the foundation, keep the files of the documents after classification, organize them and archive in line with filing techniques.
7	Establish verbal and written communication inside the foundation and out of foundation.
8	Make the coding procedure of diseases and health problems according to existing international classification systems.
9	Run the counseling services for patients and their relatives.
10	Solve the problems that are encountered in work life quickly and effectively.
11	Use the necessary equipment for professional practices such as computer and office devices effectively.
12	Improve professional knowledge and skills continuously.
13	Executes any patient registration-documentation processes
14	Makes archiving operations
15	Prepares medical documents
16	Knows Turkish history and Atatürk's revolutions.
17	Adapt to team work in application areas.
18	Knows and defines diseases.
19	Have general information about the world and biological formations.
20	English speaking writer

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

	L1	L2	L3	L4	L5
P7	4	4	4	4	4
P17	4	4	4	4	4
P19	4	4	4	4	4

