



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Access to Information Tools							
Course Code		TS306		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	75 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		Use of office equipment is gained. Gains the ability to use internet and internet databases search engines. Gain skills and experience about technology and its use. Database and search engines are gained through the use of crawling and information transportation systems.							
Course Content		Sources of information arising from technological developments. (Wiki, Blog, Social networks) Types and history of information centers. Databases, Web, Search engines.							
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 (%)
Midterm Examination	1	40
Final Examination	1	70

Recommended or Required Reading

1	Ders kitapları ve diğer kaynaklar
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Week	Weekly Detailed Course Contents	
1	Theoretical	Technology and information systems
2	Theoretical	What is Internet ? Internet search engines and accessing information through them
3	Theoretical	Hospital information systems
4	Theoretical	Computer and its hardware
5	Theoretical	Keyboard usage
6	Theoretical	Letters in keyboard
7	Theoretical	Keyboard shortcuts
8	Theoretical	Keyboard shortcuts
9	Theoretical	Error-free five-minute prose studies of Examination
10	Theoretical	Studies of error-free writing – prose studies
11	Theoretical	Standart letters – block letters – average letters
12	Theoretical	Database examples
13	Theoretical	Usage of databases
14	Theoretical	Databases in turkey and around the world

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	2	42
Midterm Examination	1	1	1	2
Final Examination	1	1	1	2
Total Workload (Hours)				75
[Total Workload (Hours) / 25*] = ECTS				3

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	To be able to use communication techniques, rules and forms of correspondence with the help of up-to-date technology
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2	To be able to submit the data collected in health care institutions and analyze them using scientific and bio-statistic techniques. And also to be able to calculate and interpret basic rates data used in health care institutions, which give first step service and bed service.
3	To be able to archive the records, documents and forms in health care institutions by using up-to-date techniques
4	To be able to follow the information sources arising from technological developments.
5	Information services, Information access policies and Using information access models.

Programme Outcomes (First and Emergency Aid)

1	To be able to be aware of their professional authorities and responsibilities.
2	To be able to use the principles of individual and organizational communication skills.
3	To be able to define the emergency medical services and the pre-hospital emergency medical system devices used in Turkey and the world .
4	To be able to perform physical assessment of the patient and primary and secondary inspection.
5	To be able to apply the methods of handling and transportation of the patient
6	To be able to recognize the rules of the general approach to trauma patients and to be able to be capable of handling and maintenance of trauma equipment.
7	To be able to recognize emergency vehicles' mechanical and technical equipment and to be able to drive emergency vehicles.
8	To be able to identify the principles of pre-hospital emergency care in cases of environmental emergencies.
9	To be able to identify the principles of pre-hospital emergency care in medical emergencies.
10	To be able to analyze the ECG rhythm and apply the principles of pre-hospital emergency care for rhythm Disorders.
11	To be able to recognize and apply the pre-hospital emergency care drugs and fluids.
12	To be able to identify basic life support applications, Advanced Life Support applications and Advanced air way applications.
13	To be able to recognize the principles of pre-hospital emergency during disasters.
14	To be able to protect and maintain the highest level of physical and mental health.
15	To be able to recognize human anatomy and physiology.
16	To be able to develop good communication and human relations skills with colleagues and patients.
17	To be able to apply Infection Control Methods and check infectional situations of emergency vehicles and equipment, ensure the conditions of asepsis-antisepsis and pre-hospital emergency care with Infectious Diseases.
18	To have the appropriate knowledge of medical sciences at the level of interest, to use specific medical terms and terminology of field

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

	L1	L2	L3	L4	L5
P1	4	4	4	4	4
P2	4	4	4	4	4
P16	4	4	4	4	4

