



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Housekeeping							
Course Code		THM120		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	74 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		This course aims at having students gain the proficiency of operating all procedures about housekeeping and sanitation.							
Course Content		This course examines the management of housekeeping in hospitality operations. Topics will include management of cleaning functions; staffing; sanitation requirements and standards procedure development and supervision, material; equipment and supply administration; and facility, asset, and staff protection.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion					
Name of Lecturer(s)		Ins. Baha TÜRKÖZ							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	SEYMEYEN Oya Aytemiz ve KARAGÖZ GÜL Melike, Konaklama İşletmelerinde Çağdaş Kat Hizmetleri Yönetimi, Detay Yayıncılık, Ankara, 2003
2	AKOĞLAN KOZAK, Meryem ve YILDIZ, Emine, Temizlik Ürünlerinin Kullanımı ve Denetimi, Detay Yayıncılık, Ankara, 2006

Week	Weekly Detailed Course Contents	
1	Theoretical	Housekeeping
2	Theoretical	Organization Chart
3	Theoretical	Body Care
4	Theoretical	Points to Consider While Controlling Body Care
5	Theoretical	Work Chart
6	Theoretical	Infos Given to Departments
7	Theoretical	Room Status Report
8	Intermediate Exam	Midterm Exam
9	Theoretical	Room Status Report
10	Theoretical	Room Status Report
11	Theoretical	Pass Key
12	Theoretical	Mislaid Goods
13	Theoretical	Oriantation
14	Theoretical	Motivation
15	Final Exam	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	2	2	56
Midterm Examination	1	8	0	8
Final Examination	1	10	0	10
Total Workload (Hours)				74
[Total Workload (Hours) / 25*] = ECTS				3

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	The students will learn all the stages about housekeeping
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2	Understand the importance of housekeeping for accommodation businesses
3	Planning the housekeeping services
4	Checking the housekeeping services
5	Have knowledge and skills about housekeeping department

Programme Outcomes (Tourism and Hotel Management)

1	To be able to use a second foreign language at intermediate level
2	To have the ability to use information technologies in the field at a good level.
3	Competence in human relations and behaviors required by tourism industry.
4	To be able to dominate the issues of entrepreneurship and business establishment procedures in the field of accommodation management
5	To have the knowledge and skills required by the profession
6	To have information about equipment and equipment used in accommodation establishments

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	2	2	2	2	2
P2	2	2	2	2	2
P3	5	5	5	5	5
P4	5	5	5	5	5
P5	5	5	5	5	5
P6	5	5	5	5	5

