



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Probation							
Course Code		YY210		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	8	Workload	200 (<i>Hours</i>)	Theory	0	Practice	2	Laboratory	0
Objectives of the Course		To apply the knowledge and skills gained by students during the education and training period in industry and service sectors							
Course Content		It is the practical and practical training that the student will do in the related sectors. It covers a total of 30 working days. students; training, practice and internships in the workplaces are carried out within the framework of the principles and procedures determined by the Council of Higher Education. It is aimed to gain work experience by training and practice in professional subjects. Training and applications are carried out under the supervision of the coordinator instructor. The evaluation forms coming from the workplace are examined and the evaluation is done by the training, application and work commission.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Individual Study					
Name of Lecturer(s)		Assoc. Prof. Bahar GÜRDİN, Ins. Faruk ÇAM, Ins. Halil TEKATLI, Ins. Kadriye BİLİR, Ins. Yıldırım TOPRAK, Lec. Durmuş Ali KIZILYALÇIN							

Prerequisites & Co-requisites

Prerequisite	İSG103
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Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Final Rate	1	110

Recommended or Required Reading

1	internship instruction
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Week	Weekly Detailed Course Contents	
1	Practice	Workplace Application
2	Practice	Workplace Application
3	Practice	Workplace Application
4	Practice	Workplace Application
5	Practice	Workplace Application
6	Practice	Workplace Application
7	Practice	Workplace Application
8	Practice	Workplace Application
9	Practice	Workplace Application
10	Practice	Workplace Application
11	Practice	Workplace Application
12	Practice	Workplace Application
13	Practice	Workplace Application
14	Practice	Workplace Application

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Board Examination	1	100	100	200
Total Workload (Hours)				200
[Total Workload (Hours) / 25*] = ECTS				8

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	To be able to apply the information acquired at school in workplaces
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2	To learn workplace corporate culture
3	Learning the administrative structure of the workplace
4	To learn the structure of workplace personnel
5	To learn machine equipments and technologies used in workplaces

Programme Outcomes (Business Administration Management)

1	Use the economical information obtained in micro and macro scale, in their occupational lives.
2	Use information and communication technologies at the level required by their field.
3	Manage business finance, analyze business financial situation, and solve financial problems.
4	Gain management skill by managing and enhancing human resource effectively in accordance with business aims
5	Understand production and marketing functions as a whole, have proficiency in applying new production and marketing techniques.
6	Have proficiency in calculating cost, making entry, preparing and interpreting financial statements
7	Have proficiency in using business management function and applying and following new management techniques
8	Have proficiency for performing legal responsibilities of business, following and applying legislation
9	Have proficiency in following and applying vocational current and economic developments in national and international area.
10	Take responsibilities as a team member when dealing with issues and problems encountered in practice
11	Have the ability to use the computer and the required packaged software
12	Have the professional ethics in business life and business relations

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	5
P2	4	4	5	4	5
P3	4	4	4	4	4
P4	4	4	5	4	5
P5	4	4	4	4	4
P6	4	4	5	4	5
P7	4	4	4	4	4
P8	4	4	5	4	5
P9	4	4	4	4	4
P10	4	4	5	4	5
P11	4	4	4	4	4
P12	4	4	5	4	5

