



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Public Administration							
Course Code		YYÖN102		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	75 (Hours)	Theory	3	Practice	0	Laboratory	0
Objectives of the Course		To comprehend the theoretical level of the Public Administration to perform a teaching for the reviews; by addressing the basic concepts, definitions, public administration, public administration continues to promote activities in the State by passing the structure and functioning of the students of this structure, management units and is intended to develop the ability to analyze the relationships between them.							
Course Content		The definition of public administration, public management and organisation of the management of private, public institutions, public institutions, public administration auditing subjects.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Case Study					
Name of Lecturer(s)									

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	60

Recommended or Required Reading

1	Bilal Eryılmaz (2010), Kamu Yönetimi, Okutman Yayıncılık, Ankara.
2	Bekir Parlak (2008), Kuram ve Uygulamada Kamu Yönetimi, Alfa Aktüel Yayıncılık, Bursa.

Week	Weekly Detailed Course Contents	
1	Theoretical	Management, Management, Management Properties,
2	Theoretical	Common Elements For The Management Activity,
4	Theoretical	The definition of public administration, public administration, there are basically two Aspects 1- Functional (functional) Orientation 2-Structural aspect of
5	Theoretical	The Purpose Of The Public Administration, Public Administration, The Nature Of The Public Administration; The State, The State's Tasks
6	Theoretical	The scientific development of the public administration, public administration, Public Management and the development of Business in Turkey (Special), the differences between the management, the characteristic features of public administration, public administration, Contemporary Management Properties in Turkey
7	Theoretical	The Structure And Organization Of Public Administration
8	Intermediate Exam	Midterm Exam
9	Theoretical	Bureaucracy, the bureaucracy by Max Weber, bureaucracy direction, Bureaucracy Features E-Max Weber Bureaucracy Types
10	Theoretical	Working in Ottoman bureaucrats, Bureaucracy and Political Institutions, Bureaucracies Power Supplies, Power of Political Institutions, Problems of Bureaucracy in Turkey, Turkish public bureaucracy as the problem Summary
11	Theoretical	Politics, Outside Politics, Administrative Sciences, Functional Politics, State Politics Determination Form, Public Policy, Political Formation of
12	Theoretical	Planning, Planning Stages, Partitioning Factors, Types of Planning, e-Segmentation Purpose of the Coordination Structure Types, Formation of Political
13	Theoretical	Communication, Communication Features, Communication Aspects, Communication Types
14	Theoretical	Supervision, Inspection Outside of the Administration, Content Control, Effective Control Properties, Control Environment, Leadership, Leadership Practices, Leadership Elements of Leadership Types, Theories X and Y
15	Theoretical	GENERAL REPETITION
16	Final Exam	FINAL EXAM

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	3	42



Assignment	1	0	20	20
Individual Work	1	0	7	7
Midterm Examination	1	1	1	2
Final Examination	1	3	1	4
Total Workload (Hours)				75
[Total Workload (Hours) / 25*] = ECTS				3
*25 hour workload is accepted as 1 ECTS				

Learning Outcomes

1	the purpose of the Public Administration, so that you can define the properties, functions, and organization.
2	the development of Turkish public administration system with the Turkish administration, the formation and characteristics of the organization.
3	in order to identify problems and bureaucratic solutions in Turkey.
4	apply the new organization theories and contemporary managerial approaches.
5	-the fight between politicians and Bureaucrats and power resources in order to be able to analyze
6	determining appropriate public policies and Priority needs, and resources uygulanabilmek
7	Administrative functions of a management system for sampling and to apply
8	public administration organization compare advantages and dezavantajlarıyla them, the units of the grip.

Programme Outcomes (Local Authorities)

1	Theoretical knowledge in the field of public administration and local governments to use in working life and lifelong learning to be conscious.
2	To have the ability to use the functions of local government, public administration to adapt to contemporary approaches
3	Problems encountered in professional practice to identify, analyze and propose solutions to have the ability to bring.
4	Professional legal regulations to be equipped, and keep track of changes, use the.
5	Local and collective needs, expectations, and to have knowledge about efficient service delivery.
6	urkish political life, political orientations, political power, political culture and to have competence in matters of contemporary political ideologies.
7	Understanding of contemporary urbanism, urban planning, urban land management, housing and environmental issues and policies to be competent.
8	Decentralization, local democracy and civil society to gain competence on a case.
9	Having the necessary values in the field of professional ethics; written-verbal communication and correspondence with the field of information-communication technologies and be able to use.
10	Land use plans, zoning laws and regulations to have knowledge of subjects covered.
11	The process of globalization and the country's internal dynamics, to analyze the process of democratization.
12	The Constitution, fundamental rights and freedoms, civil servants, law and public law legislation have sufficient knowledge about professional ethics.

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

	L1	L2	L3	L4	L5	L6	L7	L8
P1	5	3	5	5	5	5	5	4
P2	3	2	4	5	2	5	5	4
P3	3	3	5	5	5	5	5	4
P4	3	2		4		4	4	4
P5	3	2	5	5	3	5	5	5
P6	3	2	2		3	1	1	
P7	3	2	2	3	2	2	3	2
P8		2	3	3	1		2	2
P9			3			4	3	
P10			2					
P11					2	2	1	
P12	3	3	2	1				4

