



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Business Administration							
Course Code		LGT105		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	77 (Hours)	Theory	3	Practice	0	Laboratory	0
Objectives of the Course		The emergence of business administration from the structure and organization of a business, to provide information about the kinds of businesses and business functions							
Course Content		Basic concepts of business, business functions							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Case Study, Problem Solving					
Name of Lecturer(s)		Ins. Ayşenur ÖREN							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	1. Temel İşletme Bilgileri, İsmet Mucuk.
2	2. İşletme Bilimlerine Giriş, M. Şerif Şimşek.
3	3. Ders notları

Week	Weekly Detailed Course Contents	
1	Theoretical	Basic Concepts of business administration
2	Theoretical	Business Objectives - Internal and External Environment
3	Theoretical	Classification of business
4	Theoretical	Classification of business
5	Theoretical	Feasibility Process
6	Theoretical	Firm Size and Capacity
7	Theoretical	Location Selection
8	Theoretical	Management
9	Theoretical	Midterm
10	Theoretical	Manufacturing - R & D
11	Theoretical	Marketing
12	Theoretical	Finance
13	Theoretical	Human Resource Management
14	Theoretical	Development of Business Administration
15	Theoretical	Development of Business Administration
16	Theoretical	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	3	42
Assignment	1	0	10	10
Individual Work	1	0	17	17
Midterm Examination	1	1	1	2
Final Examination	1	3	3	6
Total Workload (Hours)				77
[Total Workload (Hours) / 25*] = ECTS				3

*25 hour workload is accepted as 1 ECTS



Learning Outcomes

1	1. Basic business information
2	2. Business provider.
3	3. Business functions
4	4. The development of business management
5	To be able to define environmental factors affecting business.

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	Turkish 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
P1	2	3	3	3	3
P2	2	3	3	3	3
P3		3	3	3	3
P6		3	3	3	3
P9		3	3	3	3
P11		3	3	3	3

