



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Training Course							
Course Code		İDT200		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	8	Workload	195 (<i>Hours</i>)	Theory	0	Practice	2	Laboratory	0
Objectives of the Course		The student has a chance to work in different sectors and make an application oriented. Internship period is 30 working days.							
Course Content		Sector university cooperation.							
Work Placement		30 Working days							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Demonstration, Project Based Study, Individual Study					
Name of Lecturer(s)		Ins. Evren KOÇ KIRDAŞ, Ins. Merve Tuba ERDEN							

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Practice	1	50
Board Examination	1	50

Recommended or Required Reading

1	Course Notes
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Week	Weekly Detailed Course Contents	
1	Practice	Sector experience
2	Practice	Sector experience
3	Practice	Sector experience
4	Practice	Sector experience
5	Practice	Sector experience
6	Practice	Sector experience
7	Practice	Sector experience
8	Practice	Sector experience
9	Practice	Sector experience
10	Practice	Sector experience
11	Practice	Sector experience
12	Practice	Sector experience
13	Practice	Sector experience
14	Practice	Sector experience

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Practice	30	0	6.5	195
Total Workload (Hours)				195
[Total Workload (Hours) / 25*] = ECTS				8
*25 hour workload is accepted as 1 ECTS				

Learning Outcomes

1	Students will be able to use the theoretical knowledge in practice
2	sector experience
3	Experience in using office equipment
4	Learning the office hierarchy
5	Setting a career goal



Programme Outcomes (Foreign Trade)

1	Economics, business law, labor and social security law, business, accounting, and describe the basic concepts of international trade
2	Of delivery and payment to foreign trade, foreign trade transactions and edit documents used
3	Mathematical operations to commercial
4	Grasp of the Turkish bank-exchange regulations, to prepare documents that are used in these processes, business correspondence, make
5	Turkey customs legislation to the foundation, to prepare the documents and customs procedures to follow
6	Turkey export import regulations, the basic concepts of logistics, know the rules of international transport and prepare the documents necessary, carry out e-commerce transactions
7	Foreign trade operations in computer and be able to use a foreign language, foreign trade transactions
8	Grasp and analyze methods of financing foreign trade, foreign trade transactions in free zones to
9	To international marketing strategies, recognizing the risks of international trade, international monetary and capital markets to analyze the relationships
10	Understand the importance of quality and standardization in foreign trade, foreign trade transactions and tax practices to insure
11	Account for foreign trade and foreign exchange transactions
12	Turkey's economy and economic crisis of the world economy and to understand the developments in the EU - Turkey relations to follow, to recognize the international economic and financial organizations
13	Win the adequacy of research, professional ethics, to grasp, to know the methods of commercial correspondence
14	Atatürk's principles and reforms
15	Accordance with the rules To know writing and speaking of the Turkish language, to know the types literary texts, and spoken expression

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

	L1	L2	L3	L4	L5
P3	3				
P7		3	4	3	3

