AYDIN ADNAN MENDERES UNIVERSITY
COURSE INFORMATION FORM

Course Title	Business Administration						
Course Code	BSS101		Couse Level		Short Cycle (Associate's Degree)		
ECTS Credit	4	Workload	100 *(Hours)*	Theory	3	Practice	0	Laboratory	0
Objectives of the Course	With this course, the student is to participate in management activities by business enterprise operations.						
Course Content	Do business establishment procedures, to participate in the activities of the company management.						
Work Placement	N/A						
Planned Learning Activities and Teaching Methods			Explanation (Presentation), Case Study				
Name of Lecturer(s)	Ins. Burçak ÖNDER, Ins. İsminaz ÖZCAN						

Assessment Methods and Criteria

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

Recommended or Required Reading

1	Modern İşletmecilik, İsmet Mucuk, Türkmen Kitabevi, 2001.
2	Temel İşletmecilik Bilgisi, Güngör Önal, Türkmen Kitabevi, 2001.
3	İşletme Yöneticiliği, Tamer Koçel, Beta Yayınları, 2001.

Week	Weekly Detailed Course Contents	
1	Theoretical	Business and management concepts
2	Theoretical	classification of Business
3	Theoretical	business environment
4	Theoretical	Business goals and responsibilities of the reasons for setting up
5	Theoretical	And the choice of place of incorporation
6	Theoretical	Factors in the choice of place of incorporation and place of organization and objectives of the organization
7	Theoretical	capacity
8	Theoretical	Business management functions
9	Theoretical	Business management functions
10	Theoretical	Business management functions
11	Theoretical	Basic business functions, the production function
12	Theoretical	marketing
13	Theoretical	Finance
14	Theoretical	Human Relations

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	3	56
Assignment	5	2	0	10
Reading	6	2	0	12
Midterm Examination	1	10	1	11
Final Examination	1	10	1	11
			Total Workload (Hours)	100
		[Total Workload (Hours) / 25*] = **ECTS**		4

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Business to enterprise operations
2	Participate in the management activities of the company

3	Sorting types of business
4	The establishment of the enterprise, the location of the establishment and understand the capacity of the enterprise
5	Business functions (management, marketing, production, financing, accounting, etc.) and to understand the relationship between them.

Programme Outcomes *(Mechatronics)*

1	TECHNICAL FOREIGN LANGUAGE
2	BASICS OF MECHATRONICS
3	TECHNICAL DRAWING
4	DOING BASIC MECHANIC PROSESES
5	CHOOSE THE MATERIALS
6	DOING MECHANICAL SYSTEM DESIGN
7	SET UP A HYDRAULİC OR PNEUMATICSYSTEMS
8	DOING COMPUTER AIDED MECHANICAL DESİGN
9	USINGFLEXIBLE PRODUCING SYSTEMS
10	USINGCOMPUTER AIDEDMACHINE TOOLS
11	DOING ELECTRICAL AND ELECTRONICAL
12	SET UP ELECTRICAL AND ELECTRONICAL CIRCUITS
13	SET UP LOGICAL CIRCIUTS
14	DOING COMPUTER AIDED ELECTRONICAL CIRCUITSDESİGN
15	SET UP ELECTRICAL MOTORS
16	SET UP MICROCONTROLLER CIRCIUTS
17	SET UP CONTROL SYSTEMS
18	COMMUNICATE CONTROL SYSTEMS
19	DOING INDUSTRIAL ROBOTIC PROGRAMMINGAND MAINTENANCE
20	WRITING COMPUTER PROGRAMME
21	Ability to use the methods and techniques of career planning and discussing the effects of character traits on career preferences.
22	Ability to plan a career in their own profession.

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

	L1	L3	L5
P9	1	1	1