



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Internship							
Course Code		BSS290		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	6	Workload	150 (<i>Hours</i>)	Theory	0	Practice	2	Laboratory	0
Objectives of the Course		To provide students with theoretical knowledge in the school sector							
Course Content		Do 30 business days practice in a commercial / official organization related to your own field.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Individual Study					
Name of Lecturer(s)		Ins. Gülçin ARSLAN							

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Final Rate	1	110

Recommended or Required Reading

1	Lecture Notes
---	---------------

Week	Weekly Detailed Course Contents	
1	Practice	Industry experience
2	Practice	Industry experience
3	Practice	Industry experience
4	Practice	Industry experience
5	Practice	Industry experience
6	Practice	Industry experience

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Individual Work	25	0	6	150
Total Workload (Hours)				150
[Total Workload (Hours) / 25*] = ECTS				6

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Ability to practice what they learn
2	Industry experience
3	Experience in using office equipment
4	Learning the office hierarchy
5	Setting a career goal

Programme Outcomes (Banking and Insurance)

1	To have basic economics knowledge.
2	Having basic law and banking law knowledge in a sufficient level for intermediate members of business life.
3	To have knowledge on the accounting system and organization.
4	To know basic finance and banking information.
5	To know registering of daily fiscal issues.
6	To know financial analysis techniques that is required by business.
7	Having knowledge about job safety, employees' health, enviromental protection and quality conscious.
8	To have business management knowledge.
9	Having knowledge of organizational structures of banks.
10	To have basic information about internal, external and public audits in banks.



11	To have knowledge over human resources.
12	Ability to use the methods and techniques of career planning and discussing the effects of character traits on career preferences.
13	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	L2	L3	L4	L5
P1	5	5	5		
P2	5	5	5		
P3	5	5	5		
P4	5	5	5		
P5	5	5	5		
P6	5	5	5		
P7	5	5	5		
P8	5	5	5		
P9	5	5	5		
P10	5	5	5		
P11	5	5	5	5	5

