



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Internship							
Course Code		DTS290		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. Mehmet DUYAR							

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	Sector experience
3	Experience in using office equipment
4	Learning the office hierarchy
5	Setting career goals

Programme Outcomes (Foreign Trade)

1	To describe the basic concepts of economics, business law, labor and social security law, business, accounting and foreign trade.
2	To know the terms of delivery and payment in foreign trade; to regulate documents used in foreign trade transactions.
3	To understand Turkish foreign exchange regulations, to prepare documents used in these processes, and to make business correspondence.
4	To have a knowledge of Turkish customs legislation, and organize related documents
5	To know Turkish foreign trade legislation, main concepts regarding to logistics, international transporting rules and preparing necessary documents, performing e-trade transactions.
6	Making foreign trade transactions with computer and utilize from a foreign language in foreign trade transactions.
7	To be aware of Business Law, Job Security, environmental protection and quality concepts.
8	To understand and analyze the methods of financing foreign trade, and to know the foreign trade transactions in free zones.



9	To know the international marketing strategies, to recognize the risks of international trade, to analyze international monetary relations and capital markets.
10	To understand the importance of quality and standardization in foreign trade, and to know insurance operations and tax practices in foreign trade.
11	Accounting the transactions as to foreign trade and foreign exchange.
12	Ability to use the methods and techniques of career planning and discussing the effects of character traits on career preferences.

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

	L1	L2	L3	L5
P2	5	5	3	5
P3	5	5	3	5
P4	5	5	3	5
P5	5	5	3	5
P6	5	5	3	5
P7	5	5	3	5
P8	5	5	3	5
P9	5	5	3	5
P10	5	5	3	5
P11	5	5	3	5

