



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Educational Development							
Course Code		İKY205		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	4	Workload	100 ( <i>Hours</i> )	Theory	3	Practice	0	Laboratory	0
Objectives of the Course		Planning the procedures connected withthe training and development of the organisation's employees.							
Course Content		Prepare a training strategy for the organisation, Prepare a training strategy for the organisation, Corporate plan, Corporate culture, Corporate structure, Individuals; line managers; training staff, Design training programmes to meet specificneeds.							
Work Placement		Students must have to complete their internship within the required time and properties. The required rules are describes at the Adnan Menderes University, Sultanhisar Vocational School, Student Internship Instructions.							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Individual Study					
Name of Lecturer(s)									

### Assessment Methods and Criteria

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

### Recommended or Required Reading

1	Kariyer Yönetimi Planlaması ve Geliştirme, Akyay Uğur ve Azize Uğur
2	Kariyer Geliştirme Kuram ve Uygulama, Nihat Aydoğmuş

Week	Weekly Detailed Course Contents	
1	Theoretical	Prepare a training strategy for the organisation
	Preparation Work	instruction book
2	Theoretical	Prepare a training strategy for the organisation
	Preparation Work	instruction book
3	Theoretical	Corporate plan;
	Preparation Work	instruction book
4	Theoretical	Corporate culture.
	Preparation Work	instruction book
5	Theoretical	Corporate structure
	Preparation Work	instruction book
6	Theoretical	Individuals; line managers; training staff.
	Preparation Work	instruction book
7	Theoretical	Design training programmes to meet specific needs.
	Preparation Work	instruction book
8	Preparation Work	instruction book
	Intermediate Exam	Midterm
9	Theoretical	Design of the training programme is comprehensive and consistent with the identified needs of individuals, or groups or the organisation as a whole.
	Preparation Work	instruction book
10	Theoretical	Design of the training programme is comprehensive and contains learning outcomes consistent with identified needs.
	Preparation Work	instruction book
11	Theoretical	Design of the training programme is comprehensive and includes the use of a variety of delivery methods consistent with accepted theories of learning and the programme content.
	Preparation Work	instruction book
12	Theoretical	Advise on the continuous development of employees
	Preparation Work	instruction book
13	Theoretical	The advice is comprehensive and includes the objectives of continuous employee development activity.



13	Preparation Work	instruction book
14	Theoretical	The advice is comprehensive and includes the benefits to the organisation of continuous employee development activities.
	Preparation Work	instruction book
15	Theoretical	The advice is comprehensive and includes the principal strategies for continuously developing employees.
	Preparation Work	instruction book
16	Preparation Work	Preparation for final exam
	Final Exam	Final Exam

### Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	3	42
Assignment	1	10	0	10
Seminar	1	14	0	14
Midterm Examination	1	15	1	16
Final Examination	1	17	1	18
Total Workload (Hours)				100
[Total Workload (Hours) / 25*] = ECTS				4

\*25 hour workload is accepted as 1 ECTS

### Learning Outcomes

1	Will be able to prepare a training strategy for the organisation
2	Understanding the concept and appreciate the importance of education for business and employees
3	Will be able to design training programmes to meet specific needs
4	Will be able to advise on the continuous development of employees
5	Electronic and interactive learning techniques, the ability to gain understanding

### Programme Outcomes (Human Resources and Management)

1	To use theoretical and applied knowledge in the field of human resources management
2	To examine various concepts and opinions in the field of human resources management, and evaluate related data.
3	To undertake individual and group responsibility in order to solve unforeseen complex problems and issues which are confronted in application process.
4	To be able to transmit self opinions and solutions to problems in the field of human resources management via written and oral channels.
5	To support self opinions and solutions to problems by qualitative and quantitative data and share this with other professionals or nonprofessionals.
6	To benefit from other disciplines which are related to human resources management and be acknowledged about these disciplines.
7	Legislation relevant to the profession and to follow the basic law to have knowledge in the field of public administration
8	To have societal, scientific and ethical values in gathering data, planning, executing and controlling human resources management issues.
9	Develop an awareness for the need for life long learning
10	To follow national and international contemporary issues
11	To become sensitive to Atatürk's principles and reforms, the right to use the Turkish language, the official correspondence of the basic ability to have the ability and understanding related to the field of foreign terms

### 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	4	4	3	4	4
P2	3	4	4	3	3
P3	4	4	4	4	4
P5	3	4	4	3	3
P6	4	4	3	3	4
P8	4	4	4	4	4
P9	4	4	4	4	3

