



**AYDIN ADNAN MENDERES UNIVERSITY
SULTANHISAR VOCATIONAL SCHOOL
MANAGEMENT AND ORGANIZATION
BUSINESS ADMINISTRATION MANAGEMENT
COURSE INFORMATION FORM**

Course Title	Labour and Social Security Law								
Course Code	İKY202			Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course	The aim of this course is to give students a comprehensive notion and basic knowledge about the labor law. The basic concepts in the labour law, employee, employer, subcontractor, workplace, wage, working hours, paid annual leaves, collective bargaining, strike and lockout will be examined.								
Course Content	Basic principles, history and the scope of labour law, Application field of individual labour law, The form and the types of employment contract, The obligations of the employee and the employer, Termination of the employment contract, The result of the termination of the employment contract, Working hours, holidays and leaves								
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)	Ins. Zafer ŞANLI								

Assessment Methods and Criteria		
Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	60

Recommended or Required Reading	
1	Akyiğit, E., İş Hukuku:Ankara:Seçkin yayınları
2	Çelik A.H., İş ve Sosyal Güvenlik Hukuku. Trabzon :abp yayınları

Week	Weekly Detailed Course Contents	
1	Theoretical	Basic principles, history and the scope of labour law
	Preparation Work	instruction book
2	Theoretical	Application field of individual labour law
	Preparation Work	instruction book
3	Theoretical	The form and the types of employment contract
	Preparation Work	instruction book
4	Theoretical	The obligations of the employee and the employer
	Preparation Work	instruction book
5	Theoretical	Termination of the employment contract
	Preparation Work	instruction book
6	Theoretical	The result of the termination of the employment contract
	Preparation Work	instruction book
7	Theoretical	Working hours, holidays and leaves
	Preparation Work	instruction book
8	Preparation Work	instruction book
	Intermediate Exam	Midterm
9	Theoretical	Working hours, holidays and leaves
	Preparation Work	instruction book
10	Theoretical	Short term insurance branches
	Preparation Work	instruction book
11	Theoretical	Social Security of Workers: Application and Administrative structure
	Preparation Work	instruction book
12	Theoretical	Short term insurance branches
	Preparation Work	instruction book
13	Theoretical	Long term insurances: Obligation of the employer and employee within social insurance



13	Preparation Work	instruction book
14	Theoretical	Social security of self employed: Application, Administrative structure
	Preparation Work	instruction book
15	Theoretical	Social security of self employed:benefits and financing
	Preparation Work	instruction book
16	Preparation Work	instruction book
	Final Exam	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Midterm Examination	1	10	1	11
Final Examination	1	10	1	11
Total Workload (Hours)				50
[Total Workload (Hours) / 25*] = ECTS				2

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Have a sound knowledge of the law of employment
2	Have detailed knowledge of the Labour Act number 4857
3	Identify problems and issues which arise in employee relations and human resource management
4	Apply the legal principles to those situations
5	Analyse developments in employment law

Programme Outcomes (Business Administration Management)

1	Define their fundamental information and capabilities related to the Business management.
2	Command on the management functions and accounting practices theoretically and will be able to implement them practically.
3	Determine managerial/structural/legal components required to found an effective business.
4	Shall dissolve financial situation of business on basic level.
5	Use the economical information obtained in micro and macro scale, in their occupational lives.
6	Implement the developed package programs together with the fundamental information technologies related to their field.
7	Have the professional ethics in business life and business relations.
8	Reveal office order, working conditions, ability of coherence to the team work in business establishment
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	3	3	3	3	3
P3	3	3	3	3	3
P8	4	4	3	3	3

