



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Working Organization							
Course Code		İKM207		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 teach every phase of work organization.							
Course Content		Basic concepts of management, history of work organization, decision-making process, planning, strategy development, possible organization schemes in work life and their phases							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Individual Study					
Name of Lecturer(s)		Ins. Yeter ÇAN DOMRUK							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	Yönetim ve Organizasyon – Tamer Bolat, Oya Aytrmız Seymen, Oya İnci Bolat, Barış Erdem
2	Yönetim Ve Organizasyon - Güneş N. ZEYTİNOĞLU

Week	Weekly Detailed Course Contents	
1	Theoretical	Basic Concepts and Qualities of Management
2	Theoretical	Basic Concepts and Qualities of Management
3	Theoretical	Development of the Notion of Management and Contemporary Approaches
4	Theoretical	Development of the Notion of Management and Contemporary Approaches
5	Theoretical	Management Environment
6	Theoretical	Management Environment
7	Theoretical	Planning and Decision-making
8	Intermediate Exam	Midterm Exam
9	Theoretical	Planning and Decision-making
10	Theoretical	Development and Application of Strategies
11	Theoretical	Development and Application of Strategies
12	Theoretical	Organizational Structure
13	Theoretical	Organizational Structure
14	Theoretical	Leadership and Motivation
15	Theoretical	Leadership and Motivation
16	Theoretical	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	Learning basic concepts of management
2	Understanding the history of management
3	Decision-making, planning, execution, and control in organization



4	Understanding the process of strategy development in organization
5	Understanding the phases of evaluation and troubleshooting

Programme Outcomes (Cooking)

1	An ability to use theoretical knowledge in practice
2	Ability to work in teams, including interdisciplinary
3	An ability to manage a process to meet requirements
4	An ability to identify and solve problems in professional practice
5	Awareness of professional ethics and responsibility
6	Awareness of the necessity of lifelong learning and the ability to realize this
7	Ability to have knowledge about sectoral problems
8	An ability to understand and apply professional legal regulations
9	Ability to communicate effectively
10	Ability to use communication tools and other professional tools and techniques
11	An ability to plan and implement professional processes
12	Ability to communicate in a foreign language
13	Professional self-confidence skills
14	Entrepreneurship skills
15	Ability to understand and apply social and social responsibilities

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

	L1
P1	5

