



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Congress and Seminar Organisation							
Course Code		TRZM158		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 congress and seminar organization skills.							
Course Content		Research and development, content creation, operation plans, and bugdeting for congress and seminar organizations.							
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	Kongre Fuar Yönetimi – Derman Küçükaltan
2	Kongre ve Fuar Organizasyonları – Yusuf Aymankuy
3	Toplantı Yönetimi – Celil Çakıcı

Week	Weekly Detailed Course Contents	
1	Theoretical	Definition of Congress, Congress Tourism and Its Features
2	Theoretical	History of Congress Tourism
3	Theoretical	The Significance of Location in Congress Tourism and Major Examples
4	Theoretical	Congress Tourism Organizations
5	Theoretical	Congress Management (Pre-event Activities)
6	Theoretical	Congress Management (On-site Activities and Closing Procedures)
7	Theoretical	Congress Tourism Organizations
8	Theoretical	Kongre Turizmi
9	Theoretical	The Place and Significance of Congress Market in World Tourism
10	Theoretical	The Place of Congress Tourism in Turkish Tourism
11	Theoretical	The Relationship between Congress Tourism and Major Tourism Sectors
12	Theoretical	Fairs, Definition Fairs, Features and Management
13	Theoretical	Fair Organizations in Turkey and in the World
14	Theoretical	Banquet Management in Congress and Fair Organizations
15	Theoretical	The Dimensions of Technology and Innovation in Congress and Fair Tourism
16	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	Making preparation for congresses and seminars
2	Operating on-site activities during congresses and seminars



3	Recognizing the difference between congress tourism and other tourism sectors
4	Organizing the necessary activities before congresses and seminars
5	Understanding the potential of congress tourism in Turkey

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

