AYDIN ADNAN MENDERES UNIVERSITY
COURSE INFORMATION FORM

Course Title		Management and Organization						
Course Code		İK210		Couse Level		First Cycle (Bachelor's Degree)		
ECTS Credit	6	Workload	150 *(Hours)*	Theory	3	Practice	0	Laboratory	0
Objectives of the Course		The aim of the course, to analyze the historical processes of business management theories and to explain the basic functions of management and to make the students proficient about modern management concepts and practices.						
Course Content		Introduction to management and organization theory, classic management theory, modern management theories, system approach, contingency theory, organization and organizing function, recent developments in management, management by objectives…						
Work Placement		N/A						
Planned Learning Activities and Teaching Methods			Explanation (Presentation), Discussion, Individual Study					
Name of Lecturer(s)		Lec. Büşra KUTLU KARABIYIK, Prof. Mustafa KESEN						

Assessment Methods and Criteria

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

Recommended or Required Reading

1	Şerif ŞİMŞEK, Adnan ÇELİK, Yönetim ve Organizasyon, Eğitim Akademi Yayınları, Konya, 2009.
2	Halil CAN, Organizasyon ve Yönetim, Siyasal Kitabevi, Ankara, 2005.

Week	Weekly Detailed Course Contents	
1	Theoretical	Basic Concepts, Management Concepts, Evolution of Old Term Management Thought
2	Theoretical	Introduction to Management and Organization Theory, Classic Management Theory
3	Theoretical	Neo-Classic Management Theory
4	Theoretical	Modern Management Theories, System Approach, Contingency Theory
5	Theoretical	Functions of Management, Planning Function
6	Theoretical	Organization and Organizing Function
7	Theoretical	Directing Function
8	Theoretical	Coordination Function
9	Intermediate Exam	Midterms
10	Intermediate Exam	Midterms
11	Theoretical	Control Function
12	Theoretical	Recent Developments in Management, Management by Objectives
13	Theoretical	Conflict in Organization and Creativity Management
14	Theoretical	Reengineering
15	Theoretical	Network Organizations, Virtual Organizations, Adhocratic Organizations

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	13	2	2	52
Individual Work	13	0	2	26
Midterm Examination	1	32	1	33
Final Examination	1	38	1	39
			Total Workload (Hours)	150
			[Total Workload (Hours) / 25*] = **ECTS**	6

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Students can analyze the changes in the field of management.

2	Organization and the organizational structures.
3	Organization and the organizational structures.
4	Have information about business functions.
5	Gains knowledge of management functions.

Programme Outcomes *(Human Resources Management)*

1	Having adequte scientific knowledge of Human Resources Management, basic business concepts and other social sciences
2	Thinking critically and analytically
3	Having knowledge of communication and information technologies
4	In-depth understanding of the research process and application of a range of research techniques into studies, researches and projects
5	In-depth understanding of usage of Human Resources Management and other social sciences theoretical and applied knowledge together.
6	Ability to interpret basic Business concepts from Human Resource Management perspective
7	Ability to implement basic HRM responsibilities in institutions such as HR Planning and staffing, labor relations, occupational healthy and safety, training planning, performance and rewards management, career planning, employment and interview techniques and legal HR issues
8	Implementing quality process approach into HRM process by considering institutional development, internal and external customer satisfaction; in case of need, having sense of responsibility making contribution for problem solving and continuous development and process excellence ability by problem identification, goal setting, reorganisation and change management skills
9	Management of resources and assets by considering budgetary, financial and legal issues; management of projects/operations with the ability of planning, implementation, and auditing; Having skills on management of self and other people
10	Enriching result oriented working approach with continous learning approach
11	Strong oral and written communication skills and ability to present ideas and information effectively
12	Monitor and communicate with colleagues in a foreign language using at least the European Language Portfolio B1 General Level
13	Ability to work with people of various cultural and educational background by valuing team work, developing emphathy and listening skills
14	Being conscious on social, academic and professional ethical values
15	Development of critical theoretical appreciation of ´how´, ´why´ and ´where´ HRM contributes to and supports employee and societal development, and implementing these approach for applied and graduate projects and working life

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

	L1	L2	L3
P1		2	
P2	4		3
P3		4	
P5		4	3
P7	5		
P8			3
P9		5	
P12			4
P13	3	4	
P15		2	