



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		The Structure Of Public and Private Sector							
Course Code		BYY223		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	4	Workload	100 ( <i>Hours</i> )	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		With this course students; public and private sector structure and relations.							
Course Content		Legislation, executive, judiciary, constitution, management structure, relations, KITs, bureaucracy, foundations, associations, economics and industrial institutions.							
Work Placement		N/A							
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	Public and Private Sector, Kadir BAYRAKTAR, Mehmet ALTINÖZ, Rabbani ÇAKIROĞLU, Nobel Publishing House.
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Week	Weekly Detailed Course Contents	
1	Theoretical	Legislative, executive, judgment
2	Theoretical	Management structure and relationships
3	Theoretical	Human resources and bureaucracy
4	Theoretical	State-owned enterprises
5	Theoretical	Provincial and local governments
6	Theoretical	Effective management
7	Theoretical	Autonomous neutral institutions
8	Intermediate Exam	Midterm
9	Theoretical	Independent regulatory superior institutions
10	Theoretical	The institutions are managed together
11	Theoretical	Professional organizations qualifying as public institutions
12	Theoretical	Political parties, trade unions and confederations
13	Theoretical	Agencies, foundations, associations, economy, industry and trade institutions
14	Theoretical	Associations, economy, industry and trade institutions
15	Final Exam	Semester final exam

### Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	20	0	2	40
Term Project	10	0	2	20
Midterm Examination	1	5	1	6
Final Examination	1	5	1	6
Total Workload (Hours)				100
[Total Workload (Hours) / 25*] = ECTS				4

\*25 hour workload is accepted as 1 ECTS

### Learning Outcomes

1	T.C. To recognize the basic organs mentioned in the constitution and to examine the relations.
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2	Recognizing and examining the relationship between state economic enterprises, central government and provincial government.
3	To know the institutions that are autonomous, independent and partly public administration and to examine the relations.
4	To have information about the Legislature.
5	To have information about the judicial body.

**Programme Outcomes (Office Management and Executive Assistantship)**

1	Use of information and communication technology tools and other professional tools ability.
2	The ability of planning and practicing vocational process.
3	The ability of communicating in foreign language.
4	Vocational self-confidence ability.
5	Entrepreneurship ability.
6	The ability of using the theoretical information in the application.
7	The ability of managing process to supply.
8	The ability of working with the inclusion of interdisiplener team.
9	The ability of defining and solving problems at vocational practice.
10	Professional ethics and responsibility.

**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	1	1	1	1	1
P2	3	3	3	3	3
P4	2	2	2	2	3
P5	2	2	2	2	2
P6	3	3	3	3	3
P7	3	4	4	4	4
P8	2	2	2	2	3
P9	3	5	5	5	5
P10	4	4	4	1	1

