



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Management and Organization in Business							
Course Code		ÇMH209		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	75 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		To teach classical and modern management and organization approaches to the students on management and organization.							
Course Content		Classical management approaches: Scientific management, management process, modern management approach, management by objectives, management functions, managerial planning, managerial control, leadership, motivation, organizing, modern management approaches: new approaches of management science							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Problem Solving					
Name of Lecturer(s)									

Assessment Methods and Criteria

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

Recommended or Required Reading

1	GENÇ, Nurullah (2008) Management and Organization, Seçkin Publications, Ankara.
2	ERTÜRK, Mümin (2009) Management and Organization for Vocational Higher Schools, Beta Publishing House, Istanbul.

Week	Weekly Detailed Course Contents	
1	Theoretical	Introducing course content and general evaluation
2	Theoretical	History of management science, basic concepts and schools
3	Theoretical	Classical and neo-classical management approaches
4	Theoretical	System approach
5	Theoretical	Contingency approach
6	Theoretical	Post-modern management approaches
7	Theoretical	Strengthening, benchmarking, outsourcing
8	Intermediate Exam	Midterm
9	Theoretical	Planning, organizing, routing
10	Theoretical	Control
11	Theoretical	Motivation
12	Theoretical	Power, influence and leadership
13	Theoretical	Organizational structure
14	Theoretical	Groups and teams: From conflict to collaboration
15	Theoretical	Groups and teams: From conflict to collaboration
16	Final Exam	Semestr final exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	15	0	2	30
Term Project	5	0	1	5
Midterm Examination	1	5	1	6
Final Examination	1	5	1	6
Total Workload (Hours)				75
[Total Workload (Hours) / 25*] = ECTS				3

*25 hour workload is accepted as 1 ECTS



Learning Outcomes

1	Know authority and responsibility in management.
2	Knows organizational structures in management.
3	Know control and coordination issues.
4	Communication, leadership and motivation.
5	Knows the functions of management.

Programme Outcomes (Call Center Services)

1	Ability to use information and communication technology tools and other professional tools and techniques
2	Ability to plan and implement professional processes
3	Foreign language communication skills
4	Professional confidence
5	Entrepreneurship Skills
6	Ability to use theoretical domain knowledge in practice
7	Ability to manage a process to meet requirements
8	Work skills in teams, including interdisciplinary
9	Ability to identify and solve problems in professional practice
10	Professional ethics and accountability

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	5	5	5	5	5
P2	5	4	5	5	5
P4	5	5	5	5	5
P5	4	4	4	4	4
P6	3	3	3	5	5
P7	3	3	4	4	4
P8	4	4	4	5	5
P9	4	5	5	5	5
P10	4	4	4	4	4

