



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Personal Development Techniques							
Course Code		BYY184		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		With this course, students will be qualified to develop their professional competences.							
Course Content		Communication in business environment - Professional equipment - Behavior patterns - Professional competences - Contact communication principles							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Case 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	Books about personal development, auxiliary resources, lecture notes.
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Week	Weekly Detailed Course Contents	
1	Theoretical	The communication in the work place
2	Theoretical	The communication in the work place
3	Theoretical	Interpersonal communication principles
4	Theoretical	Interpersonal communication principles
5	Theoretical	Behavior patterns
6	Theoretical	Behavior patterns
7	Theoretical	Behavior patterns
8	Theoretical	Behavior patterns
9	Theoretical	Vocational qualifications
10	Theoretical	Vocational qualifications
11	Theoretical	Vocational qualifications
12	Theoretical	Vocational qualifications
13	Theoretical	Professional equipment
14	Theoretical	Professional equipment
15	Theoretical	Professional equipment
16	Final Exam	Semestr final exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	12	0	1	12
Midterm Examination	1	4	1	5
Final Examination	1	4	1	5
Total Workload (Hours)				50
[Total Workload (Hours) / 25*] = ECTS				2

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Improve personality competences.
2	To improve their professional competence.



3	To comprehend the formation of characters.
4	To comprehend communication competences.
5	To learn Personal Development Processes.

Programme Outcomes (*Medical and Aromatic Plants*)

1	Understands the importance of medicinal and aromatic plants in the World and Turkey
2	Learn about the general characteristics of medicinal and aromatic plants. Learn the important issues in cultivation and can apply.
3	Learn about usage technologies about medicinal and aromatic plants and can apply.
4	Inform of producers of medicinal and aromatic plant species in offering, material supply, production process, marketing matter.
5	Know and follow the laws and regulations pertaining to the profession.
6	Learns morphological and anatomical structures of plants.
7	Learns to identify medicinal and aromatic plants.
8	To be able to behave sensitively towards environmental issues at national and global levels and to be able to interpret solution-oriented information; to be able to be an environmentally conscious and entrepreneurial individual
9	To be able to follow, evaluate and implement new developments and applications in the cultivation of medicinal and aromatic plants independently or as a team.

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

	L1	L2	L3	L4	L5
P4	4	4	5	4	4
P8	4	5	4	4	5

