



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Personal Development Techniques							
Course Code		BYY184		Couse Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 (<i>Hours</i>)	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 (*Alternative Energy Sources Technology*)

1	To have knowledge about basic science and technology.
2	To have knowledge about basic energy and alternative energy sources.
3	To have knowledge about basic electrical and electronic laws.
4	To have knowledge about the installation and operation of energy facilities.
5	Learning the methods of recycling of waste and use of energy.
6	To have experience in energy generation and project design.

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

	L1
P1	1
P2	1
P3	1
P4	1
P5	1
P6	1

