



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Business Administration							
Course Code		PSB297		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		The aim of this course is to give information about business management, management theories, leadership in management, global business management and the importance of team work in management.							
Course Content		Management and Manager Concepts, Classical and Neo-Classical Management Theories, Modern Management Theories, Authority in Business Management, Power and Leadership, Teamwork in Business Management, Contemporary Management Issues, Global Business Management, Cross-Cultural Management.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Individual Study					
Name of Lecturer(s)		Ins. Ümit NARİNCE							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	İsmet Mucuk, 2004. Modern İşletmecilik. Türkmen Kitabevi, İstanbul, 2004
2	https://yokdersleri.yok.gov.tr/#ders
3	Lecture notes

Week	Weekly Detailed Course Contents	
1	Theoretical	Management and Manager Concepts
2	Theoretical	Classical and Neo-Classical Management Theories
3	Theoretical	Modern Management Theories
4	Theoretical	Planning and Decision Making
5	Theoretical	Organizational Structure and Design
6	Theoretical	Authority, Power and Leadership in Business Management
7	Theoretical	Motivation and Organizational Communication
8	Intermediate Exam	Midterms
9	Theoretical	Control
10	Theoretical	Team Work in Business Management
11	Theoretical	Contemporary Management Issues
12	Theoretical	Contemporary Management Issues
13	Theoretical	Global Business Management
14	Theoretical	Cross-Cultural Management
15	Theoretical	Corporate Social Responsibility and Ethics
16	Final Exam	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Assignment	1	2	1	3
Individual Work	1	4	1	5
Midterm Examination	1	6	1	7



Final Examination	1	6	1	7
Total Workload (Hours)				50
[Total Workload (Hours) / 25*] = ECTS				2
*25 hour workload is accepted as 1 ECTS				

Learning Outcomes

1	Have knowledge about basic concepts of business management.
2	Understand the aims, basic principles and environment of businesses.
3	To be able to explain the concepts of management, the relationship between management and business functions, and basic management functions.
4	Learn classical, neo-classical and modern management theories.
5	Understand the importance of Teamwork in Business Management.

Programme Outcomes (Laboratory Technology)

1	To be able to comprehend social, cultural and social responsibilities, to be able to follow national and international contemporary problems and developments
2	Atatürk is bound to Atatürk nationalism in the direction of principles and reforms; Adopting the national, moral, spiritual and cultural values of the Turkish people, open to universal and contemporary developments, the Turkish language is a rich, rooted and productive language; Have a love of language and a consciousness; To have the ability to use as much of a foreign language as he would need to read, taste and habit and professionally.
3	To be able to recognize the basic hardware units and operating systems of a computer, having information about internet usage and preparing documents, spreadsheets and presentations on computer by using office programs.
4	Acquires theoretical and practical knowledge at the basic level in mathematics, science and vocational field.
5	With the knowledge of laboratory technology in the field, he knows and analyzes problems, brings interpretation of data and suggests solutions.
6	In laboratories, according to the prepared business plan and program, necessary work can be done to obtain the desired quality products.
7	To have professional and ethical responsibility in business life.
8	Development and change are open, follow scientific social and cultural innovations, and develop themselves constantly.

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

	L2
P7	3

