



AYDIN ADNAN MENDERES UNIVERSITY
ATÇA VOCATIONAL SCHOOL
ECONOMICS AND ADMINISTRATIVE PROGRAMS
PUBLIC RELATIONS
COURSE INFORMATION FORM

Course Title	Management and Organization								
Course Code	TİS118			Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 (Hours)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course	Management and organization to teach the students about classical and modern approaches to management and organization.								
Course Content	Classical management approaches: scientific management, , modern management approach, management functions, managerial planning, managerial control, motivation, organizing, simple structures, mechanistic structures, divisionalized structures, new approaches in management science								
Work Placement	N/A								
Planned Learning Activities and Teaching Methods	Explanation (Presentation), Discussion								
Name of Lecturer(s)									

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	60

Recommended or Required Reading

1	GENÇ, Nurullah (2008) Yönetim ve Organizasyon , Seçkin Yayınları, Ankara.
2	ERTÜRK, Mümin (2009) Meslek Yüksek Okulları İçin Yönetim Ve Organizasyon, Beta Yayınevi, İstanbul.

Week	Weekly Detailed Course Contents	
1	Theoretical	Course content Introduction
2	Theoretical	History of management, 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	Empowerment, benchmarking, outsourcing
8	Intermediate Exam	Midterm Exam
9	Theoretical	Planning, organizing, directing
10	Theoretical	Control
11	Theoretical	Motivation
12	Theoretical	Power, influence and leadership
13	Theoretical	Organizational Structure
14	Theoretical	Groups and teams: the conflict to cooperation
15	Theoretical	Organizational change and innovation
16	Final Exam	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	15	0	2	30
Midterm Examination	1	9	1	10
Final Examination	1	9	1	10
Total Workload (Hours)				50
[Total Workload (Hours) / 25*] = ECTS				2

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	To be able to comprehend the relationship between authority and responsibility in management
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2	To be able to comprehend the organizational structures of management
3	To be able to comprehend the issues of control and coordination
4	To be able to explain communication, leadership and motivation

