



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Management and Organization							
Course Code		TIS118		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 (<i>Hours</i>)	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

