



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Vocational Legislation and Management							
Course Code		CGB410		Course Level		First Cycle (Bachelor's Degree)			
ECTS Credit	2	Workload	56 (Hours)	Theory	1	Practice	0	Laboratory	0
Objectives of the Course		With this course, it is aimed to give information to the students about the basic concepts and principles of management in the work environment and the professional legislation they will be subject to, to cooperate with other related fields and to give information about professional ethics.							
Course Content		This course; job description and duties, legal arrangements and child development areas in Turkey, health, social services, law and the role of education in child development, early diagnosis and the role of intervention in child development, the role of the interdisciplinary study child development and cooperation, professional regulations and professional ethics Includes creative entrepreneurship / opportunity entrepreneurship, women entrepreneurship / social entrepreneurship, membership in professional associations and associations.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Individual Study					
Name of Lecturer(s)		Assoc. Prof. Gül Öznur KARABIÇAK							

### Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	30
Final Examination	1	70
Assignment	1	10

### Recommended or Required Reading

1	-Taymaz, H. (1989) Applied School Management Ankara Üniversitesi Eğitim Bilimleri Yay. A.Ü. Basımevi, Ankara
2	Legislation and regulations related to the professional field in force

Week	Weekly Detailed Course Contents	
1	Theoretical	Definitions
2	Theoretical	Professional ethics, principles and rules
3	Theoretical	Basic concepts and principles in management
4	Theoretical	Management functions
5	Theoretical	Management functions
6	Theoretical	Admin roles and features
7	Intermediate Exam	Midterm Exam
8	Theoretical	Presentations
9	Theoretical	Working principles, motivation and in-service training
10	Theoretical	Working principles, motivation and in-service training
11	Theoretical	Occupational legislation in the field of health
12	Theoretical	Occupational legislation in education
13	Theoretical	Professional legislation in the field of social services
14	Theoretical	Occupational legislation in other areas

### Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	1	28
Assignment	1	10	1	11
Midterm Examination	1	5	1	6



Final Examination	1	10	1	11
Total Workload (Hours)				56
[Total Workload (Hours) / 25*] = ECTS				2
*25 hour workload is accepted as 1 ECTS				

### Learning Outcomes

1	Knows the professional legislation that will be subject to working areas
2	Defines professional ethics, obeys and comprehends professional principles and rules.
3	Defines the opening and functioning process of businesses that can be opened specific to the professional field.
4	Understands management functions, manager roles and features.
5	Adopts team working principles

### Programme Outcomes (Child Development)

1	Comparatively evaluate and interpret the reliability and validity of the knowledge he / she has by using the basic and updated theoretical and practical educational and training tools and resources in the field of child development.
2	In line with the theoretical and practical knowledge he has acquired in the field of child development, he has the skills to evaluate children who show typical and atypical development with different methods and tools, develop support programs, provide family counseling and inform the society.
3	Uses his/her knowledge about self-care, physical-motor, cognitive-language, social-emotional development of 0-18 year old children for the developmental and educational diagnosis of children, in the units related to his/her profession for the benefit of children, families and society.
4	Analyzes the problems of their children and their families in terms of health, development, education and social service in the country and produces appropriate solutions and original ideas by using evidence-based knowledge on these problems.
5	Using the basic knowledge in the field of child development, he produces individual and group studies
6	He plans and implements research, professional projects and activities for the social environment in which it lives with the awareness of social responsibility, and monitors and evaluates the process.
7	Acts in accordance with the ethics of science, observes the psychological state of the children and their families in experimental researches on children.
8	Behaves in accordance with laws, regulations and legislation and respectful of democracy, human rights, social, scientific and professional ethical values, presenting an example for the society with his/her attitude, behavior and appearance.
9	Has adequate awareness about quality management and processes, individual and environmental protection and occupational safety issues including infants, children and families, participates and behaves accordingly in these processes.
10	He can integrate her professional knowledge with knowledge from different disciplines, he takes responsibility in multidisciplinary, interdisciplinary and transdisciplinary studies by participating in teamwork and fulfills his duties effectively.
11	Developing the habit of keeping research and learning awareness and knowledge up-to-date throughout life, he knows all the concepts related to development and education for children and young people aged 0-18 and follows the studies on this subject with a critical approach.
12	Using information and communication technologies together with the computer software required by the field.
13	To follow the changes and developments in the field using at least one foreign language.

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

	L1	L2	L3	L4	L5
P8	3	3	3	3	3
P9	3	3	3	3	3

