



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Legal Documents Law							
Course Code		BAS203		Couse Level		Short Cycle (Associate's Degree)			
ECTS Credit	4	Workload	100 (<i>Hours</i>)	Theory	2	Practice	0	Laboratory	0
Objectives of the Course		Types of company partnership, related legal regulations, checks, bonds and so on. to give general information about the valuable documents and features.							
Course Content		Types of Partnership, Properties and Types of Negotiable Instruments, Check, Bills and Properties							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Individual Study					
Name of Lecturer(s)		Ins. Yakup KARACA							

Assessment Methods and Criteria

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

Recommended or Required Reading

1	Law of Negotiable Instruments, Şaban Kayıhan, Mustafa Yasan, Seçkin Publishing
2	Turkish Commercial Code No. 6102, Check Code No. 5941

Week	Weekly Detailed Course Contents	
1	Theoretical	Definition and General Properties of Negotiable Instruments
2	Theoretical	Transfer of negotiable instruments
3	Theoretical	General Features of Foreign Exchange Bills
4	Theoretical	General Features of Policy
5	Theoretical	Turnover of Policy
6	Theoretical	Payment and Non-Payment of Policy
7	Theoretical	The place of the policy transactions, the person who has the policy to know
8	Intermediate Exam	Midterm Exam
9	Theoretical	Timeout in Policy and Unjust Enrichment
10	Theoretical	General Features of Bills
11	Theoretical	Terms and Conditions
12	Theoretical	Legal Provisions
13	Theoretical	General Features of the Check and Related Legal Procedures
14	Theoretical	Acceptance on Check
15	Theoretical	Check Payment and Non-Payment
16	Final Exam	Final



Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	2	42
Assignment	5	1	1	10
Reading	1	1	1	2
Individual Work	2	1	1	4
Midterm Examination	1	16	1	17
Final Examination	1	24	1	25
Total Workload (Hours)				100
[Total Workload (Hours) / 25*] = ECTS				4

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Know the concepts of negotiable instruments
2	Types of Negotiable Instruments Knows Loss and Cancellation of Negotiable Instruments
3	Knows foreign exchange bills
4	Check, bond and so on. have information about general documents and properties about valuable documents
5	Information about company partnership types

Programme Outcomes (Banking and Insurance)

1	Having adequate infrastructure in the fields of economics, law, accounting, basic management, management and field; to use theoretical and practical knowledge in these areas.
2	To acquire the ability to use computer software and hardware at the basic level required by the field
3	To be able to interpret and evaluate data, to be able to identify and analyze problems using basic knowledge and skills acquired in the field
4	To have a consciousness of historical values, social responsibility, universal, social and professional ethics
5	To be able to identify and effectively use the modern techniques, tools and information technologies required for applications related to the field.
6	Having the ability to plan and project using the professional environment and tools related to the field
7	Be equipped with the ability to produce solutions, take responsibility in teams or in individual work

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

	L1	L2	L3	L4	L5
P1	5	5	5	5	5
P3	5	5	5	5	5
P4	2	2	2	2	2
P5	5	5	5	5	5
P6	5	5	5	5	5
P7	5	5	5	5	5

