AYDIN ADNAN MENDERES UNIVERSITY
COURSE INFORMATION FORM

Course Title	Management and Organization						
Course Code	ADY203		Couse Level	Short Cycle (Associate's Degree)			
ECTS Credit	2	Workload	50 *(Hours)*	Theory	2	Practice	0	Laboratory	0

Objectives of the Course	To understand the concept of management, to understand the importance of management and organization, to choose the type of organization needed to perform all the functions of the business in the healthiest way, to determine the fallacy of the existing organization type, to carry out the reorganization activities of the enterprise, to manage the selected type of organization in a healthy way, information about the best use of the necessary resources is given.
Course Content	Expressing the bases of management and organization in enterprises.
Work Placement	N/A
Planned Learning Activities and Teaching Methods	Explanation (Presentation), Discussion, Case Study, Individual Study
Name of Lecturer(s)	

Assessment Methods and Criteria

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

Recommended or Required Reading

1	1. Öğretim Elemanı Ders Notları
3	3. GÜNEY, S., Yönetim ve Organizasyon, Nobel Yayın Dağıtım
4	4. Yönetim Organizasyon, Anadolu Üniversitesi Yayınları

Week	Weekly Detailed Course Contents	
1	Theoretical	Basic Concepts of Management and Organization Concept
2	Theoretical	Classical Management Thought and Organization Theory
3	Theoretical	Neo-Classical Management Thought and Organization Theory
4	Theoretical	Modern Management Thought and Organization Theory
5	Theoretical	Planning
6	Theoretical	organizing
7	Theoretical	Orientation
8	Intermediate Exam	Midterm
9	Theoretical	Coordination, Control
10	Theoretical	Total quality Management
11	Theoretical	Network Organizations, Change Engineering
12	Theoretical	Benefits from Outsourcing, Benchmarking, Staff Empowerment
13	Theoretical	Decreasing, Declining, Learning Organizations
14	Theoretical	Management by Objectives, Management by Exceptions, Virtual Organizations
15	Final Exam	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	0	2	28
Midterm Examination	1	8	1	9

Final Examination	1	12	1	13
			Total Workload (Hours)	50
		[Total Workload (Hours) / 25*] = **ECTS**		2

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Examination of management and organization structure
2	İşletme için en uygun örgüt tipini seçme,
3	Detecting and interfering with disorganized subjects,
4	According to organizational structure, to realize resource distribution in a healthy way,
5	To be able to manage the organization effectively in crisis situations

Programme Outcomes *(Emergency and Disaster Management)*

1	Improving the ability to cope with life-threatening emergencies
2	The awareness of the necessity of lifelong learning and the ability to do so
3	To be able to use basic science (Mathematics, Chemistry, Physiology, Anatomy etc.) in the field of Emergency Aid and Disaster Management
4	Ability to analyze and interpret hazards and risks
5	Sensitivity to global and local disasters
6	Effective communication skills and foreign language knowledge
7	Skills and creativity in interdisciplinary teams
8	Providing physical and mental stability
9	To be able to organize, search and rescue search and rescue operations
10	To reach sufficient education level to understand the effects of disasters in universal and social dimensions
11	To recognize the cooperation between actors and their actors in Emergency Aid and Disaster Management
12	Emergency Aid and Disaster Management vocational, ethical and social responsibility awareness
13	Ability to assume an educational role in Emergency Aid and Disaster Management
14	To be able to use technology effectively in the field of Emergency Aid and Disaster Management
15	Emergency Aid, Search-Rescue and Disaster Management as a whole and manage emergency situations and responsibility awareness

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	2	2	2	2	3
P2	3	3	3	3	3
P3	1	1	1	1	2
P4	2	2	2	2	2
P5	2	2	2	2	2
P6	3	3	3	3	5
P7	3	3	3	3	5
P8	2	2	2	2	5
P9	5	4	1	1	5
P10	4	4	3	3	3
P11	4	4	3	3	5
P12	4	4	3	3	5
P13	4	4	3	3	5
P14	4	4	3	3	5
P15	4	4	3	3	5