




		<b>TOROS UNIVERSITY</b> <b>FACULTY OF ECONOMICS, ADMINISTRATIVE AND SOCIAL SCIENCES</b> <b>2020-2021 ACADEMIC YEAR FALL SEMESTER CURRICULUM FORM</b>			
Department / Program	BUSINESS ADMINISTRATION	Course Code	FLE 203		
		Course Title	ENGLISH III		
		Semester	<input checked="" type="checkbox"/> Fall	<input type="checkbox"/> Spring	
		Course Type	<input checked="" type="checkbox"/> Compulsory	<input type="checkbox"/> Elective	
		Course Language	<input type="checkbox"/> Turkish	<input checked="" type="checkbox"/> English	
Grade	Please select from list	Course Credits	Theoretical	Practical	ECTS
			3	0	5
Instructor	Title, Name-Last Name		Öğr. Gör. Sena TEKELİ		
	Contact Information		<a href="mailto:sena.tekeli@toros.edu.tr">sena.tekeli@toros.edu.tr</a>		
Information about Course	This is a theoretical course with 3 hours per week. It will be taken as distance education. The students can study and work on the course topics through the videos, related materials uploaded in the distance education system and online classes. Fall term grade will be the total of midterm exam (%30), presentation and weekly homeworks (%10) and final exam (%60).				
<b>WEEKLY COURSE CONTENTS</b>					
Week	Topics			Teaching Methods and Techniques	
1. Week	Introductory Lesson, Explaining the Syllabus and Worksheet 1			Mixed (Synchronous + Asynchronous)	
2. Week	Unit 7-Cultures- Voc. Lis. Read.			Synchronous	
3. Week	Unit 7-Cultures- Case Study/ Worksheet 2			Asynchronous	
4. Week	Case Study- Basic Advertising Techniques			Asynchronous	
5. Week	Unit 8-Human Resources- Voc. Lis. Read.			Synchronous	
6. Week	Unit 8-Human Resources- Case Study/ Worksheet 3			Asynchronous	
7. Week	Review for the exam/ Extra Worksheets			Mixed (Synchronous + Asynchronous)	
8. Week/ Midterm (Expla	Written Exam/ Distance				
9. Week	Case Study- They Know What You Want			Asynchronous	
10. Week	Unit 9-International Markets- Voc. Lis. Read. Case study			Synchronous	
11. Week	Unit 9-International Markets- Extra Study- Panasonic enters European white goods market			Asynchronous	
12. Week	Case Study-What's in a name?			Synchronous	
13. Week	Presentations			Mixed (Synchronous + Asynchronous)	
14. Week	Presentations			Mixed (Synchronous + Asynchronous)	
15. Week	Final Exam**				
Final (Explanation)**	Final exam will be written exam. / Distance				
Make-Up (Explanation)	Make-up exam will be written exam. / Distance				
<b>Select and explain in detail the teaching methods and techniques to be used in course.</b>					
Synchronous	<input type="checkbox"/>				
Asynchronous	<input type="checkbox"/>				
Mixed (Synchronous + Asynchronous)	<input checked="" type="checkbox"/>	Course topics will be dealt with online at some weeks and through videos and materials at other weeks. Detailed information related to teaching methods and techniques is stated in the weekly course contents.			
Face-to-Face	<input type="checkbox"/>				
Other	<input type="checkbox"/>				
<b>Other explanations for the effective and efficient conduct of the course</b>					
Attendance***	Synchronous attendance will be kept during online courses on the distance education system. Asynchronous studies will be followed by weekly homeworks.				
Course Resources	Market Leader, Business English Course Book, David Cotton, David Falvey, Simon Kent. Pearson.				
Auxiliary Resources					
Course Counseling	Consulting Management (Synchronous, Face-to-Face and others)				
	Consulting Topics		Date	Time	
	The students can contact the instructor of the course during their regular weekly class hours via Google Classroom, and also they can ask her questions about the course and get answers via e-mail.				
	The weekly assignments/homeworks will be sent to the instructor through e-mail/ Google Classroom.				
	Outlines and the powerpoint file (presentation) will be sent to the instructor through e-mail/ Google Classroom on due date.				

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2020-2021 ACADEMIC YEAR CURRICULUM FORM							
Department / Program	BUSINESS ADMINISTRATION	Course Code	LAW 241				
		Course Title	Basic Law (Temel Hukuk)				
		Semester	<input checked="" type="checkbox"/> Fall	<input type="checkbox"/> Spring			
		Course Type	<input checked="" type="checkbox"/> Compulsory	<input type="checkbox"/> Elective			
		Course Language	<input type="checkbox"/> Turkish	<input checked="" type="checkbox"/> English			
Grade	Please select from list	Course Credits	Theoretical	Practical	ECTS		
			3	0	5		
Instructor	Title, Name-Last Name		Assoc.Prof.Dr. Tunay KÖKSAL				
	Contact Information		<a href="mailto:tunay.koksal@toros.edu.tr">tunay.koksal@toros.edu.tr</a>				
Information about Course	The aim of this course is to understand the fundamental principles and concepts of law.						
WEEKLY COURSE CONTENTS							
Week	Topics		Teaching Methods and Techniques				
1. Week	Concept of Law		Synchronous / Asynchronous				
2. Week	Relations Between Legal Rules and Other Rules of Social Conduct		Synchronous / Asynchronous				
3. Week	Legal Sanctions		Synchronous / Asynchronous				
4. Week	Sources of Law		Synchronous / Asynchronous				
5. Week	Acts and Other Types of Legislation		Synchronous / Asynchronous				
6. Week	Law of Tradition		Synchronous / Asynchronous				
7. Week	Auxiliary Sources of Law: Court Decisions and Doctrine		Synchronous / Asynchronous				
Midterm (Explanation)*	Homework (20 %)						
8. Week	Branches of Private Law		Synchronous / Asynchronous				
9. Week	Branches of Public Law		Synchronous / Asynchronous				
10. Week	Combined Natured Branches of Law.		Synchronous / Asynchronous				
11. Week	Application of Law according to Venue and Time.		Synchronous / Asynchronous				
12. Week	Mandatory Rules-Subsidiary Rules		Synchronous / Asynchronous				
13. Week	Methods of Comment		Synchronous / Asynchronous				
14. Week	Legal Loophole and Analogy		Synchronous / Asynchronous				
Final (Explanation)**	Written exam (face to face and calculated as 80 %)						
Make-Up (Explanation)	Written exam (face to face and calculated as 80 %)						
Select and explain in detail the teaching methods and techniques to be used in course.							
Synchronous	<input type="checkbox"/>	At time on lms.edu.tr					
Asynchronous	<input type="checkbox"/>						
Mixed (Synchronous + Asynchronous)	<input checked="" type="checkbox"/>						
Face-to-Face	<input type="checkbox"/>						
Other	<input type="checkbox"/>						
Other explanations for the effective and efficient conduct of the course							
Attendance***	70 % attendance requirement						
Course Resources	Rona Aybay, An Introduction to Law, Fifth Edition, Istanbul Bilgi University Press, Istanbul, 2017.						
Auxiliary Resources	Engin Saygin, Introduction to Law, Adalet Yayınevi, Ankara, 2018.						
Course Counseling	Consulting Management (Synchronous, Face-to-Face and others)		All questions and remarks are received via email.				
	Consulting Topics		Date	Time			
	No specific time for supervising.						

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<b>2020-2021 ACADEMIC YEAR CURRICULUM FORM</b>								
Department / Program	BUSINESS ADMINISTRATION	Course Code	MAN203					
		Course Title	ACCOUNTING					
		Semester	<input checked="" type="checkbox"/> Fall	<input type="checkbox"/> Spring				
		Course Type	<input checked="" type="checkbox"/> Compulsory	<input type="checkbox"/> Elective				
		Course Language	<input type="checkbox"/> Turkish	<input checked="" type="checkbox"/> English				
Grade	Please select from list	Course Credits	Theoretical	Practical	ECTS			
			3	0	5			
Instructor	Title, Name-Last Name		Assist. Prof. Dr. Seda TURNACIĞİL					
	Contact Information		<a href="mailto:seda.turnaci@toros.edu.tr">seda.turnaci@toros.edu.tr</a>					
Information about Course	In this course, theoretical information about general accounting will be explained.							
WEEKLY COURSE CONTENTS								
Week	Topics			Teaching Methods and Techniques				
1. Week	Introduction to Accounting			Synchronous - lms.toros.edu.tr				
2. Week	Financial Statements (Balance sheet)			Synchronous - lms.toros.edu.tr				
3. Week	Financial Statements (Income Statement)			Synchronous - lms.toros.edu.tr				
4. Week	Financial Staments			Synchronous - lms.toros.edu.tr				
5. Week	Journal Entries and T-accounts			Synchronous - lms.toros.edu.tr				
6. Week	Journal Entries and T-accounts			Synchronous - lms.toros.edu.tr				
7. Week	General evaluations			Synchronous - lms.toros.edu.tr				
Midterm (Explanation)*	Online (Score weight is %40)							
8. Week	Current Assets			Synchronous - lms.toros.edu.tr				
9. Week	Current Assets			Synchronous - lms.toros.edu.tr				
10. Week	Non-Current Assets			Synchronous - lms.toros.edu.tr				
11. Week	Non-Current Assets			Synchronous - lms.toros.edu.tr				
12. Week	Current Liability			Synchronous - lms.toros.edu.tr				
13. Week	Long-term Liability and Owner's Equity			Synchronous - lms.toros.edu.tr				
14. Week	General Evaluation			Synchronous - lms.toros.edu.tr				
Final (Explanation)**	Online (Score weight is %60)							
Make-Up (Explanation)	Online							
Select and explain in detail the teaching methods and techniques to be used in course.								
Synchronous	<input checked="" type="checkbox"/>	Lessons will be explained synchronously.						
Asynchronous	<input type="checkbox"/>							
Mixed (Synchronous + Asynchronous)	<input type="checkbox"/>							
Face-to-Face	<input type="checkbox"/>							
Other	<input type="checkbox"/>							
Other explanations for the effective and efficient conduct of the course								
Attendance***								
Course Resources	Financial Accounting, Barry Elliot-Jamie Elliot,Pearson 2011							
Auxiliary Resources	Accounting what the numbers mean, Marshall-Mcmanus-Viele, ninth edition							
Course Counseling	Consulting Management (Synchronous, Face-to-Face and others)			Synchronous- Face to Face				
	Consulting Topics			Date	Time			
	Counseling will be given to the students on the course and other subjects at a specific day and time.							
	The day and hour will be announced later.							

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2020-2021 ACADEMIC YEAR CURRICULUM FORM							
Department / Program	BUSINESS ADMINISTRATION	Course Code	MAN 209				
		Course Title	INTRODUCTION TO MARKETING				
		Semester	<input checked="" type="checkbox"/> Fall	<input type="checkbox"/> Spring			
		Course Type	<input checked="" type="checkbox"/> Compulsory	<input type="checkbox"/> Elective			
		Course Language	<input type="checkbox"/> Turkish	<input checked="" type="checkbox"/> English			
Grade	Please select from list	Course Credits	Theoretical	Practical	ECTS		
			3	0	5		
Instructor	Title, Name-Last Name		Dr. Didem Demir				
	Contact Information		<a href="mailto:didem.demir@toros.edu.tr">didem.demir@toros.edu.tr</a>				
Information about Course	Theoretical Issues of Marketing						
WEEKLY COURSE CONTENTS							
Week	Topics			Teaching Methods and Techniques			
1. Week	Introduction to Course			Synchronous - lms.toros.edu.tr			
2. Week	Defining Marketing and the Marketing Process			Synchronous - lms.toros.edu.tr			
3. Week	Understanding the Marketplace and Consumers			Synchronous - lms.toros.edu.tr			
4. Week	Designing a Customer-Driven Strategy and Mix			Synchronous - lms.toros.edu.tr			
5. Week	Consumer Markets			Synchronous - lms.toros.edu.tr			
6. Week	Consumer Buyer Behaviour			Synchronous - lms.toros.edu.tr			
7. Week	Consumer Buyer Behaviour			Synchronous - lms.toros.edu.tr			
Midterm (Explanation)*	Written Exam (Online) %40						
8. Week	Building Customer Value			Synchronous - lms.toros.edu.tr			
9. Week	Products, Services and Brands			Synchronous - lms.toros.edu.tr			
10. Week	Advertising and Public Relations			Synchronous - lms.toros.edu.tr			
11. Week	Product and branding strategy			Synchronous - lms.toros.edu.tr			
12. Week	Presentation of Projects			Synchronous - lms.toros.edu.tr			
13. Week	Presentation of Projects			Synchronous - lms.toros.edu.tr			
14. Week	Presentation of Projects			Synchronous - lms.toros.edu.tr			
Final (Explanation)**	The students would be evaluated by their projects.%60						
Make-Up (Explanation)	online written exam (it depends on the situation)						
Select and explain in detail the teaching methods and techniques to be used in course.							
Synchronous	<input checked="" type="checkbox"/>	Communicate my expectations for participation and behavior online. Ask students to generate their own discussion questions.Start every virtual conferencing session with an icebreaker question.Use the chat window strategically					
Asynchronous	<input type="checkbox"/>						
Mixed (Synchronous + Asynchronous)	<input type="checkbox"/>						
Face-to-Face	<input type="checkbox"/>						
Other	<input type="checkbox"/>						
Other explanations for the effective and efficient conduct of the course							
Attendance***	%70 is required.						
Course Resources	Principles of marketing Author: Philip Kotler; Gary Armstrong						
Auxiliary Resources	Consumer Behaviour by Michael Solomon (Author)						
Course Counseling	Consulting Management (Synchronous, Face-to-Face and others)						
	Consulting Topics		Date	Time			

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2020-2021 ACADEMIC YEAR CURRICULUM FORM							
Department / Program	BUSINESS ADMINISTRATION	Course Code	MAN-207				
		Course Title	Organization Theory				
		Semester	<input checked="" type="checkbox"/> Fall	<input type="checkbox"/> Spring			
		Course Type	<input checked="" type="checkbox"/> Compulsory	<input type="checkbox"/> Elective			
		Course Language	<input type="checkbox"/> Turkish	<input checked="" type="checkbox"/> English			
Grade	Please select from list	Course Credits	Theoretical	Practical	ECTS		
			3	0	5		
Instructor	Title, Name-Last Name		Asst. Prof. Dr. Metin OCAK				
	Contact Information		<a href="mailto:metin.ocak@toros.edu.tr">metin.ocak@toros.edu.tr</a>				
Information about Course	The course aims to (1) give basic information about organizations, (2) to increase the students' management skills and knowledge to better understand the conditions of organizations, (3) to give students focused on Organization Theory a more accurate perspective of it. The course will be held synchronously on lms.toros.edu.tr. Course materials will be shared via lms.toros.edu.tr. Attending the course is compulsory.						
WEEKLY COURSE CONTENTS							
Week	Topics			Teaching Methods and Techniques			
1. Week	Organizations and Organization Theory			Synchronous- lms.toros.edu.tr			
2. Week	Strategy, Organization Design and Effectiveness			Synchronous- lms.toros.edu.tr			
3. Week	Fundamentals of Organization Structure			Synchronous- lms.toros.edu.tr			
4. Week	The External Environment			Synchronous- lms.toros.edu.tr			
5. Week	Interorganizational Relationships			Synchronous- lms.toros.edu.tr			
6. Week	Designing Organizations for the International Environment			Synchronous- lms.toros.edu.tr			
7. Week	Manufacturing and Service Technologies			Synchronous- lms.toros.edu.tr			
Midterm (Explanation)*	Written Exam (Synchronous and calculated 20%) via e-mail						
8. Week	Using Information Technology for Control and Coordination			Synchronous- lms.toros.edu.tr			
9. Week	Organization Size, Life Cycle, and Decline			Synchronous- lms.toros.edu.tr			
10. Week	Organizational Culture and Ethical Values			Synchronous- lms.toros.edu.tr			
11. Week	Innovation and Change			Synchronous- lms.toros.edu.tr			
12. Week	Decision-Making Processes			Synchronous- lms.toros.edu.tr			
13. Week	Conflict, Power, and Politics			Synchronous- lms.toros.edu.tr			
14. Week	Review			Synchronous- lms.toros.edu.tr			
Final (Explanation)**	The final will be held face to face in a written examination. It will be calculated as 80%.						
Make-Up (Explanation)	The make-up will be held face to face in a written examination. It will be calculated as 80%						
Select and explain in detail the teaching methods and techniques to be used in course.							
Synchronous	<input checked="" type="checkbox"/>	At time on lms.toros.edu.tr.					
Asynchronous	<input type="checkbox"/>						
Mixed (Synchronous + Asynchronous)	<input type="checkbox"/>						
Face-to-Face	<input type="checkbox"/>						
Other	<input type="checkbox"/>						
Other explanations for the effective and efficient conduct of the course							
Attendance***	70% attendance requirement						
Course Resources	Richard L. DAFT (2008), Organization Theory and Design, Tenth Edition						
Auxiliary Resources	Jorgen LAEGARD & Mille BINDSLEV, Organizational Theory						
Course Counseling	Consulting Management (Synchronous, Face-to-Face and others)		All questions and remarks are received via email or Whatsapp group				
	Consulting Topics		Date		Time		
	No specific time for supervising						

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<b>2020-2021 ACADEMIC YEAR CURRICULUM FORM</b>								
Department / Program	BUSINESS ADMINISTRATION	Course Code	MAN213					
		Course Title	Statistics					
		Semester	<input checked="" type="checkbox"/> Fall	<input type="checkbox"/> Spring				
		Course Type	<input checked="" type="checkbox"/> Compulsory	<input type="checkbox"/> Elective				
		Course Language	<input type="checkbox"/> Turkish	<input checked="" type="checkbox"/> English				
Grade	Please select from list	Course Credits	Theoretical	Practical	ECTS			
			3	0	5			
Instructor	Title, Name-Last Name		Asst.Prof. Kenan ORÇANLI					
	Contact Information		<a href="mailto:kenan.orcanli@toros.edu.tr">kenan.orcanli@toros.edu.tr</a>					
Information about Course	It is important for business managers to numerically analyze their environmental factors and business functions. The use of statistical techniques in the transformation of data that business managers encounter in the decision-making process can provide great benefits. For this purpose, it will be useful to learn the basic statistical methods as well as their assumptions and limitations. The aim of this course is to understand and apply basic statistical methods used in social sciences.							
WEEKLY COURSE CONTENTS								
Week	Topics			Teaching Methods and Techniques				
1. Week	What is Statistics? Basic Statistics Concepts			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
2. Week	Describing Data: Frequency Tables, Frequency Distributions, and Graphic Presentation			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
3. Week	Describing Data: Numerical Measures (Measures of Location)			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
4. Week	Describing Data: Numerical Measures (Measures of Dispersion)			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
5. Week	Describing Data: Numerical Measures (Measures of Division)			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
6. Week	A Survey of Probability Concepts			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
7. Week	Random Variable and Probability Distribution			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
Midterm (Explanation)*	Written Exam (Synchronous and calculated 20%) via e-mail							
8. Week	Discrete Probability Distributions (Bernoulli and Binom Probability Distributions)			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
9. Week	Discrete Probability Distributions (Poisson and Hipergeometrik Probability Distributions)			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
10. Week	Continuous Probability Distributions (The Uniform Probability Distribution and Normal Probability Density Function)			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
11. Week	Continuous Probability Distributions (The Standart Normal Probability Distributions)			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
12. Week	Sampling, Sampling Methods and Sampling Probability Distribution of Means			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
13. Week	Sampling Probability Distribution of Ratios and Error in Sampling			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
14. Week	General Review			Synchronous ( <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> )				
Final (Explanation)**	The final will be held online in a written examination. Final Exam %60 + Midterm Exam %20 + Homework %20							
Make-Up (Explanation)	The make-up will be held online in a written examination.							
Select and explain in detail the teaching methods and techniques to be used in course.								
Synchronous	<input checked="" type="checkbox"/>	At time on <a href="https://lms.toros.edu.tr">lms.toros.edu.tr</a> (Lecture, presentation and problem solving)						
Asynchronous	<input checked="" type="checkbox"/>	Homework will be sent to students on Fridays and homework will be completed on Sundays.						
Mixed (Synchronous + Asynchronous)	<input type="checkbox"/>							
Face-to-Face	<input type="checkbox"/>							
Other	<input type="checkbox"/>							
Other explanations for the effective and efficient conduct of the course								
Attendance***	70% attendance requirement for asynchronous							
Course Resources	Basic Statistics for Business & Economics Ninth Edition DOUGLAS A. LIND, WILLIAM G. MARCHAL and SAMUEL A. WATHEN							
Auxiliary Resources	Introduction to Statistics, David R.Anderson Dennis J. Sweeney							
Course Counseling	Consulting Management (Synchronous, Face-to-Face and others)		Synchronous and asynchronous					
	Consulting Topics			Date		Time		
	No specific time for supervising							