**TURİZM İŞLETMECİLİĞİ BÖLÜMÜ**

**Kırklareli ÜniversitesiTurizm**

**Fakültesi**

**KIRKLARELİ**

Tel: + 90 288 246 15 32

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**BÖLÜM BAŞKANLIĞI**

Bölüm Başkanı: Yrd. Doç.Dr Kaplan UĞURLU

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**ECTS KOORDİNATÖRLÜĞÜ**

ECTS Koordinatörü: Yrd. Doç.Dr. Kaplan UĞURLU

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**TOURİSM MANAGEMENT DEPARTMENT**

**Aims and Targets**

**Aim:**

To educate individuals who could produce information concerning to tourism and related areas , as well as  achieve excellence in tourism practices on national and international levels and aim to contribute to the development of tourism. In today's increasingly complexstructure of business life is entailed a very high level featured candidates who could demand for a job. The aim of the department, through the provision of scientific and high-quality education, educate qualified candidates for middle-and upper-level manager positions .  Do qualified, production-to-date and practical researches to contribute wider segments of society so as to spread the information produced by the use of information and ensure the development of society by providing the implementation.

**Target:**

To become leader and superior department in regards of theorotical and applied tourism management at undergraduate level. To provide required management support to other departments at undergraduate level. To have postgraduate education level contributing to the science at national and international levels and to make scientific researches.

**The Degree to Be Taken:**

This department is subject to the first stage system of 240 ECTS in Tourism Management at high education.

After completing the program successfully and having the program competences, undergraduate academic degree in Tourism Management is to be received.

**KIRKLARELİ UNIVERSITY**

**TOURISM FACULTY**

**DEPARTMENT OF TOURISM MANAGEMENT (PRIMARY EDUCATION)**

**GRADUATE EDUCATION PROGRAM**

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| **Semester** | **Prerequisite** | **Course Code** | **Course Name** | **M/P** | **T** | **U** | **Total Time** | **Credit** | **ECTS** |
| I.SEMESTER |  | UNV13101 | TURKISH LANGUAGE I | M | 2 | - | 2 | 2 | 2 |
|  | UNV13103 | PRİNCİPLES OF ATATURK AND REVOLUTİON HİSTORY I | M | 2 | - | 2 | 2 | 2 |
|  | UNV13105 | ENGLİSH I | M | 4 | - | 4 | 4 | 4 |
|  | UNV13107 | BASİC İNFORMATİON TECNOLOGY | M | 1 | 1 | 2 | 1,5 | 2 |
|  | ISL13103 | GENERAL ACCOUNTİNG I | M | 3 | - | 3 | 3 | 6 |
|  | ISL13101 | INTRODUCTION TO MANAGEMENT | M | 3 | - | 3 | 3 | 4 |
|  | KMY13101 | INTRODUCTION TO LAW | M | 3 | - | 3 | 3 | 4 |
|  | TIS13101 | GENERAL TOURİSM | M | 3 | - | 3 | 3 | 6 |
| **TOTAL** | | |  | **21** | **1** | **22** | **21,5** | **30** |

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| **Semester** | **Prerequisite** | **Course Code** | **Course Name** | **M/P** | **T** | **U** | **Total Time** | **Credit** | **ECTS** |
| II.SEMESTER |  | UNV13102 | TURKISH LANGUAGE II | M | 2 | - | 2 | 2 | 2 |
|  | UNV13104 | PRİNCİPLES OF ATATURK AND REVOLUTİON HİSTORY II | M | 2 | - | 2 | 2 | 2 |
|  | UNV13106 | ENGLİSH II | M | 4 | - | 4 | 4 | 4 |
|  | ISL13104 | GENERAL ACCOUNTİNG II | M | 3 | - | 3 | 3 | 6 |
|  | TIS13102 | SOCİOLOGY OF TOURİSM | M | 3 | - | 3 | 3 | 5 |
|  | TIS13104 | TOURİZM LAW | M | 3 | - | 3 | 3 | 5 |
|  | TIS13106 | TOURİSM BUSİNESS | M | 3 | - | 3 | 3 | 6 |
| **TOTAL** | | |  | **20** | **-** | **20** | **20** | **30** |

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| **Semester** | **Prerequisite** | **Course Code** | **Course Name** | **M/P** | **T** | **U** | **Total Time** | **Credit** | **ECTS** |
|  |  | UNV13201 | ENGLISH III | M | 4 | - | 4 | 4 | 4 |
| III.SEMESTER |  | ISL13201 | STATİSTİCS | M | 3 | - | 3 | 3 | 5 |
|  | ISL13205 | PRİNCİPLES OF MARKETİNG | M | 3 | - | 3 | 3 | 4 |
|  | TIS13201 | ECONOMY I | M | 3 | - | 3 | 3 | 4 |
|  | TIS13205 | TOURİSM MANAGEMENT ACCOUNTİNG PRACTICES | M | 3 | - | 3 | 3 | 5 |
|  | TIS13203 | TOURİSM MANAGEMENT ACCOUNTING PRACTİCES | M | 3 | - | 3 | 3 | 4 |
|  | UNV13020 | PROFESSİONAL ENGLİSH I | M | 3 | - | 3 | 3 | 4 |
| **TOTAL** | | |  | **22** | **-** | **22** | **22** | **30** |

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| **Semester** | **Prerequisite** | **Course Code** | **Course Name** | **M/P** | **T** | **U** | **Total Time** | **Credit** | **ECTS** |
| IV.SEMESTER |  | ISL13208 | MANAGEMENT AND ORGANİZATION | M | 3 | - | 3 | 3 | 4 |
|  | TIS13202 | ECONOMY II | M | 3 | - | 3 | 3 | 4 |
|  | TIS13204 | TOURİSM MARKETİNG | M | 3 | - | 3 | 3 | 4 |
|  | TIS13206 | TOURİSM GEOGRAPHY | M | 3 | - | 3 | 3 | 4 |
|  | TIS13208 | THE USE OF INFORMATİON TECHNOLOGİES İN TOURİSM | M | 1 | 2 | 3 | 2 | 2 |
|  | UNV13021 | PROFESSİONAL ENGLİSH II | M | 3 | - | 3 | 3 | 4 |
|  | STAJ13001 | INTERNSHIP |  | - | - | - |  | 8 |
| **TOTAL** | | |  | **16** | **2** | **18** | **17** | **30** |

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| **Semester** | **Prerequisite** | **Course Code** | **Course Name** | **M/P** | **T** | **U** | **Total Time** | **Credit** | **ECTS** |
| V.SEMESTER |  | CEI13307 | HUMAN RESOURCE MANAGEMENT | M | 3 | - | 3 | 3 | 4 |
|  | TIS13301 | HOUSEKEEPİNG MANAGEMENT | M | 2 | 2 | 4 | 3 | 4 |
|  | TIS13303 | FOOD AND BEVERAGE SERVİCES MANAGEMENT | M | 2 | 2 | 4 | 3 | 5 |
|  | TIS13305 | FRONT OFFİCE MANAGEMENT AND AUTOMATON | M | 2 | 2 | 4 | 3 | 4 |
|  | UNV13022 | PROFESSİONAL ENGLİSH III | M | 3 | - | 3 | 3 | 4 |
|  |  | ELECTİVE LESSON-I | P | 3 | - | 3 | 3 | 4 |
|  |  | ELECTİVE LESSON-II | P | 3 | - | 3 | 3 | 4 |
| **TOTAL** | | |  | **18** | **6** | **24** | **21** | **29** |
| **ELECTİVE LESSONS** | | | | | | | | |
|  | UNV13030 | GERMAN I |  | 3 | - | 3 | 3 | 4 |
|  | UNV13033 | RUSSİAN I |  | 3 | - | 3 | 3 | 4 |
|  | TIS13311 | EUROPEAN UNION AND TOURİSM OF TURKEY |  | 3 | - | 3 | 3 | 4 |
|  | TIS13313 | ECOTURISM AND ENVIRONMENT |  | 3 | - | 3 | 3 | 4 |

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| **Semester** | **Prerequisite** | **Course Code** | **Course Name** | **M/P** | **T** | **U** | **Total Time** | **Credit** | **ECTS** |
| VI.SEMESTER |  | ISL13316 | PUBLİC RELATİONS | M | 3 | - | 3 | 3 | 4 |
|  | TIS13302 | CUSTOMER RELATIONSHIP MANAGEMENT IN TOURISM | M | 2 | - | 2 | 2 | 2 |
|  | TIS13304 | TOURİSM ECONOMY | M | 3 | - | 3 | 3 | 3 |
|  | TIS13306 | TRAVEL AGENCY AND TOUR OPERATORS | M | 3 | - | 3 | 3 | 3 |
|  | UNV13023 | PROFESSİONAL ENGLİSH IV | M | 3 | - | 3 | 3 | 4 |
|  |  | ELECTİVE LESSON I | P | 3 | - | 3 | 3 | 3 |
|  |  | ELECTİVE LESSON II | P | 3 | - | 3 | 3 | 4 |
|  |  | **INTERNSHIP** |  | - | - | - | - | 8 |
|  | **TOTAL** | |  | **20** | **-** | **20** | **20** | **31** |
|  | **ELECTIVE LESSONS** | | | | | | | |
|  | UNV13031 | GERMAN II |  | 3 | - | 3 | 3 | 4 |
|  | UNV13034 | RUSSİAN II |  | 3 | - | 3 | 3 | 4 |
|  | TIS13312 | TRAVEL MANAGEMENT AND AUTOMATON |  | 3 | - | 3 | 3 | 3 |
|  | TIS13314 | MANAGEMENT OF TURKİSH KITCHEN SERVICES |  | 3 | - | 3 | 3 | 3 |
|  | TIS13316 | TOURISM GUIDANCE |  | 3 | - | 3 | 3 | 3 |

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| **Semester** | **Prerequisite** | **Course Code** | **Course Name** | **M/P** | **T** | **U** | **Total Time** | **Credit** | **ECTS** |
| VII.SEMESTER |  | TIS13401 | RESEARCH METHODS | M | 3 | - | 3 | 3 | 5 |
|  | TIS13403 | TOURİSM POLİCY AND PLANNING | M | 3 | - | 3 | 3 | 5 |
|  |  | **ELECTIVE LESSON-I** | P | 3 | - | 3 | 3 | 4 |
|  |  | **ELECTIVE LESSON-II** | P | 3 | - | 3 | 3 | 4 |
|  |  | **ELECTIVE LESSON-III** | P | 3 | - | 3 | 3 | 4 |
|  |  | **ELECTIVE LESSON-IV** | P | 3 | - | 3 | 3 | 4 |
|  |  | **ELECTIVE LESSON-V** | P | 3 | - | 3 | 3 | 4 |
| **TOTAL** | | |  | **21** | **-** | **21** | **21** | **30** |
| **ELECTIVE LESSONS** | | | | | | | | |
|  | TIS13405 | TOURISM INVESTMENT AND PROJECT ANALYSES | P | 3 | - | 3 | 3 | 4 |
|  | TIS13407 | TOUR PLANNING AND OPERATİON | P | 3 | - | 3 | 3 | 4 |
|  | TIS13409 | ANATOLIAN CİVİLİZATİONS AND ART HİSTORY | P | 3 | - | 3 | 3 | 4 |
|  | TIS13411 | TOTAL QUALİTY MANAGEMENT İN TOURİSM | P | 3 | - | 3 | 3 | 4 |
|  | UNV13024 | PROFESSİONAL ENGLİSH V | P | 3 | - | 3 | 3 | 4 |
|  | UNV13032 | GERMAN III | P | 3 | - | 3 | 3 | 4 |
|  | UNV13035 | RUSSİAN III | P | 3 | - | 3 | 3 | 4 |
|  |  | ISL13417 | ENTREPRENEWSHİP | P | 3 | - | 3 | 3 | 4 |

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| **Semester** | **Prerequisite** | **Course Code** | **Course Name** | **M/P** | **T** | **U** | **Total Time** | **Credit** | **ECTS** |
| VIII.SEMESTER |  | TIS13402 | GRADUATİON PROJECTS | M | - | 2 | 2 | 1 | 6 |
|  | TIS13404 | BEGİNNİNG OF JOB TRAİNİNG | M | - | 2 | 2 | 4 | 8 |
|  |  | **ELECTIVE LESSON-I** | P | 3 | - | 3 | 3 | 3 |
|  |  | **ELECTIVE LESSON-II** | P | 3 | - | 3 | 3 | 3 |
|  |  | **ELECTIVE LESSON-III** | P | 3 | - | 3 | 3 | 3 |
|  |  | **ELECTIVE LESSON-IV** | P | 3 | - | 3 | 3 | 3 |
|  |  | **ELECTIVE LESSON-V** | P | 3 | - | 3 | 3 | 4 |
|  | **TOTAL** | |  | **15** | **4** | **19** | **20** | **30** |
|  | **ELECTIVE LESSONS** | | | | | | | |
|  | TIS13406 | MANAGEMENT OF RECREATİON AND ANİMATİON |  | 3 | - | 3 | 3 | 3 |
|  | TIS13408 | COST ANALYSES OF TOURİSM ENTERPRİCES |  | 3 | - | 3 | 3 | 3 |
|  | TIS13410 | FİNANCİAL MANAGEMENT İN TOURİSM ENTERPRİCES |  | 3 | - | 3 | 3 | 3 |
|  | TIS13412 | CURRENT ISSUES OF TOURİSM |  | 3 | - | 3 | 3 | 3 |
|  | TIS13414 | CONGRESS AND EXHİBİTİON MANAGEMENT |  | 3 | - | 3 | 3 | 3 |
|  |  | ISL13414 |  |  | 3 | - | 3 | 3 | 4 |
|  |  | ISL13422 |  |  | 3 | - | 3 | 3 | 4 |
|  |  | CEİ13412 |  |  | 3 | - | 3 | 3 | 4 |
|  |  | KMY13412 |  |  | 3 | - | 3 | 3 | 4 |
| **GENERAL TOTAL (1 Weekly) (Time)** | | | |  | **153** | **19** | **166** | **159,5** | **240** |
| **GENERAL TOTAL (15 Weekly) (Time)** | | | |  | **2295** | **195** | **2490** | **2392,5** | **3600** |

**1. SEMESTER**

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| GENERAL TOURISM | TIS13101 | 1 | 3+0=3 | 3 | 6 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Türkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Asst. Prof. Dr. Mehmet Han Ergüven |
| **Assistants** |  |
| **Goals** | Introduction to tourism issues in tourism terminology given in this cource the student to understand and grasp the discipline’s national and internaional. |
| **Content** | In this course, tourism and tourism terms, types of tourism, tourism industry, tourism supply and demand |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Refers to the concepts of tourism and tourist. | 1, 2 | A |
| Refers to the concepts of tourism and tourist. | 1,2 | A |
| Explain the factors influence the development of tourism. | 1,2 | A |
| Defines the types of tourism. | 1,2 | A |
| The social impacts of tourism comments. | 1,2 | A |
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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Tourismus | Tourism |
| 2 | Tourism generall | Tourism and econmy |
| 3 | Tourism industry | Tourism and industry |
| 4 | Kind of tourism | Tourism and motivations |
| 5 | Tourism destinations | Tourism and countries |
| 6 | Tourism history | Devoloping of Tourismu |
| 7 | Tourism products | Tourism services |
| 8 | Tourism in Turkey | Tourism an Turkey |
| 9 | Tests | - |
| 10 | Tourism and inveroment | Living space and tourism |
| 11 | Tourism and social life | Socialculture and tourism |
| 12 | Tourism and culture | Tourism and culture |
| 13 | Tourism trends | Developing of tourism |
| 14 | Tourism in future | Developing of tourism |
| 15 | Tests | - |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Nazmi Kozak, Meryem A. Kozak, Metin Kozak, Detay Yayıncılık, 2010 |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Midterm Exam | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  | x |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  | x |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  | x |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  | x |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  |  | x |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | x |  |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  |  | x |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 4 | 60 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 4 | 60 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 180 |
| **Total Work Load / 30 (h)** |  |  | 6 |
| **ECTS Credit of the Course** |  |  | 6 |

**2.SEMESTER**

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| SOCIOLOGY OF TOURISM | TIS13102 | 2 | 3+0=3 | 3 | 5 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Türkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Asst. Prof. Dr. Mehmet Han Ergüven |
| **Assistants** |  |
| **Goals** | Tourism production-consumption relationsships occurring within the scope of all the industrial processes that affect sozial interaction... |
| **Content** | Analysis of social interaction caused by tourism, the tourism interaction between the local population, change, in values, conflict... |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Defines the area fo social interaction caused by tourism event. | 1, 2 | A |
| The interaction of tourists and local peoplei together with examples. | 1,2 | A |
| The effects of tourism and tourists defines the dimensions of accultration. | 1,2 | A |
| List the factors that determine the effects of tourism to local people. | 1,2 | A |
| The effect of demonstration examples. | 1,2 | A |
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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Tourism sociology | Sociology and tourism |
| 2 | Tourism sociology | Sociolgy and tourim |
| 3 | Tourism and culture | Cultur and tourism |
| 4 | Tourism and economy | Economy and tourism |
| 5 | Toursim and environment | Environment and tourism |
| 6 | Tourism and local people | Human and tourism |
| 7 | Tourism and local people | Human and tourism |
| 8 | Tourism and tourists | Tourists |
| 9 | Tests | - |
| 10 | Tourism and German | German |
| 11 | Tourism and Russian | Russian |
| 12 | Tourism and European Union | European Union |
| 13 | Tourism and sustainability | Sustainability |
| 14 | Tourism and corporate social responsibility | Corporate social responsibility |
| 15 | Tests | - |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Prof. Dr. Cevdet Avcıkurt’un Turizm Sosyolojisi, Detay Yayıncılık, 3. Baskı, Ankara, 2009 |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  | x |  |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  | x |  |  |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  | x |  |  |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  | x |  |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | x |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | x |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  |  | x |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  | x |  |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  |  | x |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 4 | 60 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 3 | 45 |
| Mid-terms | 1 | 20 | 20 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 25 | 25 |
| **Total Work Load** |  |  | 150 |
| **Total Work Load / 30 (h)** |  |  | 5 |
| **ECTS Credit of the Course** |  |  | 5 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Tourism Law | TIS13104 | 2 | 3+0 | 3 | 5 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Elective course |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Nilüfer VATANSEVER TOYLAN |
| **Assistants** |  |
| **Goals** | Students 1 Methods which will be building on the lessons they had taken the basic concepts of law in this course of law regulating the tourism sector and related legislation to provide in-depth understanding and insight by examining the legal and public relations. |
| **Content** | In this course, tourism-related basic concepts of law, the legal arrangements for organizing tourism, tourism, according to the types of laws, legal arrangements for the redirection of investment in tourism, environment and tourism, tourism legislation related to tourism management, tourism, consumer rights issues will be addressed. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Refers to the basic concepts of law. | 1, 2, 3 | A |
| Tourism and the properties of the concept of law refers to his own sentences. | 1,2, 3 | A |
| The three basic laws governing tourism explains. | 1,2, 3 | A |
| Sorts the tasks of the Ministry of Culture and Tourism. | 1,2, 3 | A |
| Recognize the laws related to tourism. | 1,2, 3 | A |
| The hotel management, travel management and other types of tourist business in relation to the complex situations encountered unforeseen develops a solution by taking responsibility | 1,2, 3 | A |
| The socio-economic structure of tourism within the country and the importance of this structure refers to his own sentences. | 1,2, 3 | A |
| comments concerning the issues such as Job safety, labor health, social security rights, quality control and management and protection of natural and cultural environment in society. | 1,2, 3 | A |

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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Introduction to general Law | Handouts used in the first term in general law course |
| 2 | Introduction to tourism Law | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, I. Chapter, I. Section |
| 3 | The importance and development of Tourism Law in terms of Turk Tourism Policies | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, I.chapter, II. section |
| 4 | The resources of Tourism Law in Turkey in terms of tourism policy | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, II. Chapter, I.section |
| 5 | Tourism investment document, Tourism business document and Travel agency document | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, II. Chapter, II. Section |
| 6 | Tourism facilities | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, II. Chapter, III. Section |
| 7 | Travel agencies and law of travel agencies association/ 1618 | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, II.chapter, IV. Section |
| 8 | Yatch Tourism regulations | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, II.chapter, V. Section |
| 9 | Mıdterm Exam | - |
| 10 | Law number 2634 | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, III.chapter |
| 11 | Law number 2634 | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, III.chapter |
| 12 | Law number 2634- Tourism incentives on credit | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, III.chapter, II. Section |
| 13 | Cultural and natural properties regulations | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık, III.chapter |
| 14 | Thermal Tourism regulations | Turizm Hukuku ve Mevzuatı, 2008, Detay Yayıncılık, III. Chapter |
| 15 | Hunting tourism regulations | Turizm Hukuku ve Mevzuatı, 2008, Detay Yayıncılık, III.Chapter |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Turizm Hukuku Prof.Dr. Faruk Andaç, 2013, Detay Yayıncılık |
| **Additional Resources** | Turizm Hukuku ve Mevzuatı, 2008, Detay Yayıncılık |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** | Expertise/Field Course |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  | x |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  | x |  |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  | x |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | x |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | x |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | x |  |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | x |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 3 | 45 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 150 |
| **Total Work Load / 30 (h)** |  |  | 5 |
| **ECTS Credit of the Course** |  |  | 5 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| TOURISM BUSINESS | TIS13106 | 2 | 3+0=3 | 3 | 6 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Türkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Asst. Prof. Dr. Mehmet Han Ergüven |
| **Assistants** |  |
| **Goals** | Tourism management in this course will be given entry subjects the student to understand and grasp the major tourism business in generall. |
| **Content** | In this course, tourism and tourist terms, types of tourism, tourism industry, tourism supply and demand. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Refers to the concepts of business and entrepreneurship. | 1, 2 | A |
| Explain the basic functions of the business. | 1,2 | A |
| Travel sector enables businesses and travel agencies. | 1,2 | A |
| Refers to the concept of a tourist product. | 1,2 | A |
| The social impacts of tourism comments. | 1,2 | A |
| Classifies food and beverage businesses. | 1,2 | A |

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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Tourism Management | Management |
| 2 | Tour operateur | Tour operateur |
| 3 | Tour operateur | Examples |
| 4 | Tour operateur | Examples |
| 5 | Travel agengies | Travel agencies |
| 6 | Travel agencies | Examples |
| 7 | Travel Agencies | Examples |
| 8 | Hotels | Hotels |
| 9 | Tests | - |
| 10 | Hotels | Hotels |
| 11 | Hotels | Examples |
| 12 | Food and beverage | Examples |
| 13 | Airways | Examples |
| 14 | Destination management | Examples |
| 15 | Tests | - |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Seyahat Acentacılığı ve Tur Operatörlüğü, Prof. Dr. Ahmet Aktaş, Detay Yayıncılık, 2002 |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  | x |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  | x |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  | x |  |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  | x |  |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  | x |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | x |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  | x |  |  |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  | x |  |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | x |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 5 | 75 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 5 | 75 |
| Mid-terms | 1 | 10 | 10 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 20 | 20 |
| **Total Work Load** |  |  | 180 |
| **Total Work Load / 30 (h)** |  |  | 6 |
| **ECTS Credit of the Course** |  |  | 6 |

**3.SEMESTER**

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Economy I | TIS13201 |  | 3+0 | 3 | 4 |

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| **Prerequisites -** |  |

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| **Language of Instruction** | English |
| **Course Level** | Licence |
| **Course Type** | Mandatory |
| **Course Coordinator** |  |
| **Instructors** | R.Neslihan Vural |
| **Assistants** | - |
| **Goals** | Understanding the basics of economics, economic concepts used in daily life. |
| **Content** | Supply, Demand and Market Equilibrium Demand and supply elasticities, Government effect to Economy, Consumer Behavior, Production and Consumption Theory, to give general information on Key Economic Issues |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Understand concepts in economics | 1,2,3 | A |
| Understand the supply and demand,Market Balance | 1,2,3 | A |
| To learn price Control, consumer behavior | 1,2,3 | A |
| Learning to calculate national income | 1,2,3 | A |
| Know the relationship between investment and savings and interest. | 1,2,3 | A |
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| **Teaching Methods:** | 1.Lecture 2. Question- Answer 3. Discussion |
| **Assessment Methods:** | A.Exam |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | The basic concepts of economics |  |
| 2 | Demand-supply and market equilibrium |  |
| 3 | Demand and supply elasticities |  |
| 4 | Governments price controls, |  |
| 5 | Theory of consumer behavior |  |
| 6 | Production Theory |  |
| 7 | Commodity market |  |
| 8 | Factor markets and income distribution |  |
| 9 | National Income |  |
| 10 | the cyclical fluctuations |  |
| 11 | Inflation and deflation |  |
| 12 | Unemployment problems and employment |  |
| 13 | Consumption and savings |  |
| 14 | Investments |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Zeynel Dinler, Introduction to Economics, |
| **Additional Resources** | Articles and Papers |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-term Exam | 1 | %30 |
| Final Exam | 1 | %70 |
|  |  |  |
| **Total** |  |  |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  | %70 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  | %30 |
| **Total** |  | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Having knowledge about economics and social science in general; ability to pass on information to life in these areas. |  |  |  |  | X |  |
| 2 | Identify of social and economic problems, analyizng and interprenting |  |  | X |  |  |  |
| 3 | Understand the importance of lifelong learning and self development |  |  | X |  |  |  |
| 4 | Communicate effectively both written and spoken in Turkish |  |  | X |  |  |  |
| 5 | Develop relationships with the stakeholders |  | X |  |  |  |  |
| 6 | Ability to analyze |  |  |  | X |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 16 | 3 | 48 |
| Hours for off-the-classroom study (Pre-study, practice) | 16 | 3 | 48 |
| Mid-terms | 1 | 10 | 10 |
| Quiz |  |  |  |
| Homework | 1 | 10 | 10 |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 10 | 10 |
| **Total Work Load** |  |  | 126 |
| **Total Work Load / 30 (h)** |  |  | 5 |
| **ECTS Credit of the Course** |  |  | 4 |
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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| TOURISM MANAGEMENTACCOUNTING PRACTICES | TIS13203 | 3 | 3+0=3 | 3 | 4 |

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| **Prerequisites** |  |

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| **Language of Instruction** | English |
| **Course Level** | Bachelor’s Degree |
| **Course Type** |  |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** |  |
| **Assistants** |  |
| **Goals** | The aim of this course is the best way to fulfill the accommodation businesses accounting transactions, accounting data for all types of interpreting the right strategic decisions in the best way to grow is to help give the upper and middle managers. |
| **Content** | In this course, accommodation establishments accounting purpose, importance and characteristics, income, foreign mercenary operations, movement of material, personnel expenses, depreciation and asset tracking and control of the periodic activity reports, expense control, profit planning and control issues will be dealt with like. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1)Accommodation enterprises with features that businesses accounting practices used in the book, defines the waist and forms. | 1,2,3 | A |
| 2)Accommodation establishments room, and outlined the importance of food and beverage costs can be calculated. | 1,2,3 | A |
| 3)Accommodation featured accounts with their business plan recognizes the specific accounting framework and accountability. | 1,2,3 | A |
| 4)Accommodation establishments of foreign mercenary transactions (cash, credit, checks and notes) monitoring, control and define the importance of accounting and learns. | 1,2,3 | A |
| 5)Followed by accommodation enterprises stock movements, identifies and analyzes the control and accounting. | 1,2,3 | A |
| 6)Followed by accommodation enterprises revenues, control and accounting learn, comprehend and analyze. | 1,2,3 | A |
| 7)Accommodation establishments expenses (all expenses of operating and non-operational), monitoring, control and accounting learns the meaning of these processes and identifies the importance of the business. | 1,2,3 | A |
| 8) Accommodation establishments accounting period beginning on the process, how to midterm and final operations, financial statements and definitions | 1,2,3 | A |
| 9) Business and accounting records and reports to top management can receive the right decisions can read and interpret. | 1,2,3 | A |
| 10) |  |  |

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| **Teaching Methods:** | 1: Lecture, 2:Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Definition oftourism enterprises, types oftourism businesses,accountingdefinition,importance and characteristics |  |
| 2 | Businessestourismbasic accounting conceptsand accountingstandards,uniform accountingframework |  |
| 3 | Tourism enterprisesaccounting organization, accountingdepartmentssub-units, functions and definitions |  |
| 4 | Tourism enterprises,room, foodand beverage, and other cost calculation |  |
| 5 | Document layoutin tourism enterprises, and legaldocuments and formsused in therules fornotebooks |  |
| 6 | Revenuemonitoring, controland accounting |  |
| 7 | Transactionsin foreign currencies, and monitoring, controland accounting |  |
| 8 | Midterm exam |  |
| 9 | Materialmovements,monitoring, controland accounting |  |
| 10 | Personnelexpenses,monitoring, controland accounting |  |
| 11 | Fixed assets anddepreciationmonitoring, controland accounting |  |
| 12 | Organization ofperiodicactivity reports andfinancial statements |  |
| 13 | Example ofgeneral applicationsolution |  |
| 14 | Example ofgeneral applicationsolution |  |
| 15 | Final Exams |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | |  | | --- | | Azaltun, M. ve Kaya, E. (2010). Konaklama İşletmelerinde Muhasebe Uygulamaları, Ankara: Detay Yayıncılık | |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| --- | --- | --- |
| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | x |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | x |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | x |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  | x |  |
| 6 | The researcher, participants individualsare given priority to education and to train. |  |  |  |  | x |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  |  | x |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behavesocial and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and internationalenvironmentsand responsibility taker individuals are targeted. |  |  |  |  | x |  |
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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | | | | | | | |
| Activities | | | | Quantity | | Duration (Hour) | | Total Workload (Hour) | |
| Course Duration (Including the exam week: 15x Total course hours) | | | | 1 | | 4 | | 60 | |
| Hours for off-the-classroom study (Pre-study, practice) | | | | 15 | | 4 | | 60 | |
| Mid-terms | | | | 1 | | 25 | | 25 | |
| Quiz | | | |  | |  | |  | |
| Homework | | | |  | |  | |  | |
| Practice(Lab., Workshop, Area,…Reports) | | | |  | |  | |  | |
| Others (………………………………………………) | | | |  | |  | |  | |
| Final examination | | | | 1 | | 35 | | 35 | |
| **Total Work Load** | | | |  | |  | | 180 | |
| **Total Work Load / 30 (h)** | | | |  | |  | | 6 | |
| **ECTS Credit of the Course** | | | |  | |  | | 4 | |
| **COURSE INFORMATON** | | | | | | | | | |
| **Course Title** | *Code* | *Semester* | | *L+P Hour* | | *Credits* | | *ECTS* | |
| TOURISM MANAGEMENT ACCOUNTING PRACTICES | TIS13205 | 3 | | 3+0 | | 3 | | 5 | |

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| **Prerequisites** |  |

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| **Language of Instruction** | English |
| **Course Level** | Bachelor’s Degree |
| **Course Type** |  |
| **Course Coordinator** |  |
| **Instructors** |  |
| **Assistants** |  |
| **Goals** | The aim of this course is the best way to fulfill the accommodation businesses accounting transactions, accounting data for all types of interpreting the right strategic decisions in the best way to grow is to help give the upper and middle managers. |
| **Content** | In this course, accommodation establishments accounting purpose, importance and characteristics, income, foreign mercenary operations, movement of material, personnel expenses, depreciation and asset tracking and control of the periodic activity reports, expense control, profit planning and control issues will be dealt with like. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1) Accommodation enterprises with features that businesses accounting practices used in the book, defines the waist and forms. | 1,2,3 | A |
| 2) Accommodation establishments room, and outlined the importance of food and beverage costs can be calculated. | 1,2,3 | A |
| 3) Accommodation featured accounts with their business plan recognizes the specific accounting framework and accountability. | 1,2,3 | A |
| 4) Accommodation establishments of foreign mercenary transactions (cash, credit, checks and notes) monitoring, control and define the importance of accounting and learns. | 1,2,3 | A |
| 5) Followed by accommodation enterprises stock movements, identifies and analyzes the control and accounting. | 1,2,3 | A |
| 6) Followed by accommodation enterprises revenues, control and accounting learn, comprehend and analyze. | 1,2,3 | A |
| 7) Accommodation establishments expenses (all expenses of operating and non-operational), monitoring, control and accounting learns the meaning of these processes and identifies the importance of the business. | 1,2,3 | A |
| 8) Accommodation establishments accounting period beginning on the process, how to midterm and final operations, financial statements and definitions | 1,2,3 | A |
| 9) Business and accounting records and reports to top management can receive the right decisions can read and interpret. | 1,2,3 | A |
| 10) |  |  |

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| **Teaching Methods:** | 1: Lecture, 2:Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Definition of tourism enterprises, types of tourism businesses, accounting definition, importance and characteristics |  |
| 2 | Businesses tourism basic accounting concepts and accounting standards, uniform accounting framework |  |
| 3 | Tourism enterprises accounting organization, accounting departments sub-units, functions and definitions |  |
| 4 | Tourism enterprises, room, food and beverage, and other cost calculation |  |
| 5 | Document layout in tourism enterprises, and legal documents and forms used in the rules for notebooks |  |
| 6 | Revenue monitoring, control and accounting |  |
| 7 | Transactions in foreign currencies, and monitoring, control and accounting |  |
| 8 | Midterm exam |  |
| 9 | Material movements, monitoring, control and accounting |  |
| 10 | Personnel expenses, monitoring, control and accounting |  |
| 11 | Fixed assets and depreciation monitoring, control and accounting |  |
| 12 | Organization of periodic activity reports and financial statements |  |
| 13 | Example of general application solution |  |
| 14 | Example of general application solution |  |
| 15 | Final Exams |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | |  | | --- | | Azaltun, M. ve Kaya, E. (2010). Konaklama İşletmelerinde Muhasebe Uygulamaları, Ankara: Detay Yayıncılık | |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Midterm Exam | 1 | 40 |
| Final Exam | 1 | 60 |
|  |  |  |
| **Total** | 2 | 100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  | 60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  | 40 |
| **Total** |  | 100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | x |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | x |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | x |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  | x |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  |  | x |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  |  | x |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  |  | x |  |
| 10 |  |  |  |  |  |  |  |
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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) | 1 | 20 | 20 |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 30 | 30 |
| **Total Work Load** |  |  | 150 |
| **Total Work Load / 30 (h)** |  |  | 5 |
| **ECTS Credit of the Course** |  |  | 5 |
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**4.SEMESTER**

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Economy II | TIS13202 | 4 | 3+0 | 3 | 4 |

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| **Prerequisites -** |  |

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| **Language of Instruction** | English |
| **Course Level** | Licence |
| **Course Type** | Mandatory |
| **Course Coordinator** |  |
| **Instructors** | R.Neslihan Vural |
| **Assistants** | - |
| **Goals** | Understanding the economic systems and theories |
| **Content** | Give an overview of Macro-economic concepts and issues in international trade, foreign exchange markets. Growth theories and the economic development. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Understand Economic Systems | 1,2,3 | A |
| Understand the economic theories | 1,2,3 | A |
| To learn macro economic concepts | 1,2,3 | A |
| To learn the concept of international trade | 1,2,3 | A |
| To obtain general information about economic development | 1,2,3 | A |
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| **Teaching Methods:** | 1.Lecture 2. Question- Answer 3. Discussion |
| **Assessment Methods:** | A.Exam |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | IS-LM Analysis |  |
| 2 | Total demand and total supply |  |
| 3 | Demand and supply elasticities |  |
| 4 | Macro economy in open economic systems |  |
| 5 | The concept of money and monetary systems |  |
| 6 | Banking and Financial Systems |  |
| 7 | Indicators of monetary policy, objectives and tools |  |
| 8 | The development of economic thought |  |
| 9 | The basics of international trade |  |
| 10 | Balance of international payments |  |
| 11 | The foreign exchange market and exchange rate regimes |  |
| 12 | Economic growth and development |  |
| 13 | Growth theories |  |
| 14 | The problem of underdevelopment and economic development |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Zeynel Dinler, Introduction to Economics, |
| **Additional Resources** | Articles and Papers |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-term Exam | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** |  |  |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  | %40 |
| **Total** |  | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Having knowledge about economics and social science in general; ability to pass on information to life in these areas. |  |  |  |  | X |  |
| 2 | Identify of social and economic problems, analyizng and interprenting |  |  | X |  |  |  |
| 3 | Understand the importance of lifelong learning and self development |  |  | X |  |  |  |
| 4 | Communicate effectively both written and spoken in Turkish |  |  | X |  |  |  |
| 5 | Develop relationships with the stakeholders |  | X |  |  |  |  |
| 6 | Ability to analyze |  |  |  | X |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 16 | 3 | 48 |
| Hours for off-the-classroom study (Pre-study, practice) | 16 | 3 | 48 |
| Mid-terms | 1 | 3 | 3 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 3 | 3 |
| **Total Work Load** |  |  | 104 |
| **Total Work Load / 30 (h)** |  |  | 3,4 |
| **ECTS Credit of the Course** |  |  | 4 |
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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| TOURISM MARKETING | TIS13204 | 4 | 3+0=3 | 3 | 4 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Faculty |
| **Course Type** | Obligatory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Ugurlu |
| **Instructors** | Asst. Prof. Dr. Kaplan Ugurlu |
| **Assistants** | - |
| **Goals** | The aim of this course, the ever-changing customer demands and needs of a globalizing world can respond to the production of goods and services vital tourism sector in the science of data-driven marketing, taking into account the characteristics of working life of the students will be required to provide information |
| **Content** | In this course, the concept of marketing, marketing plan, situation analysis, tourism marketing, tourism product, tourism market and tourism marketing and tourism marketing and distribution systems will be discussed in detail in all matters concerning |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Basic concepts of Marketing and Tourism Marketing on the means. |  |  |
| Determine why it is important in tourism marketing. |  |  |
| Service marketing characteristics, challenges, and identifies and refers to the need to pay attention in practice. |  |  |
| Market research, marketing strategies, marketing plans and programs, describe. |  |  |
| Tourism marketing components of producer and consumer direction, defines the tourism distribution channels and promotional activities. |  |  |
| Obtained as a result of market research data, reviews, comments and failures resulting from lack of solutions. |  |  |
| Tourist business managers and investors, the thoughts about the tourist market and marketing activities, problems and solution methods of transfer. |  |  |
| Tourism sector companies have entered or will enter a new minimum level, although advises. |  |  |

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| **Teaching Methods:** | Classical Class Education |
| **Assessment Methods:** | %40 Mid-terms examination, %60 Final examination |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | General Marketing |  |
| 2 | Tourism Marketing |  |
| 3 | Marketing Environment |  |
| 4 | Consumer Buying Behaviour |  |
| 5 | Marketing Information Systems and Market Research |  |
| 6 | Strategic Marketing in Tourism |  |
| 7 | Markets Analysis and Market Segmentation |  |
| 8 | Tourism Marketing Strategies |  |
| 9 | Mid-term examination |  |
| 10 | Marketing Tools-1: Marketing Plans |  |
| 11 | Marketing Tools-2: Sales Organization and Sales |  |
| 12 | Marketing Tools-3: Advertising and Public Relations + Marketing Tools-4: Sales Promotion and Internal Sales |  |
| 13 | Marketing Tools-5: Pricing |  |
| 14 | Tourism Industry Distribution System |  |
| 15 | Final examination |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | - |
| **Additional Resources** | Prof. Dr. Orhan İçöz, Turizm İşletmelerinde Pazarlama: İlkeler ve Uygulamalar (Marketing in Tourism Companies: Principles and Applications, Turhan Kitabevi (Pub.), 2. Baskı (Ed.), Ankara, 2001 |

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| **MATERIAL SHARING** | |
| **Documents** | - |
| **Assignments** | - |
| **Exams** | Mid-term and Final examinations |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Targeted tograduateswho uses Turkish language correctly and knowmore than onelanguage |  | x |  |  |  |  |
| 2 | Besidestheoretical trainingprovidedpracticaltake on the job training | x |  |  |  |  |  |
| 3 | Providedexcellent useof information technology-oriented profession |  |  | x |  |  |  |
| 4 | Expected that studentswill get thecontinuous development ofvocational knowledge and skills |  |  |  |  | x |  |
| 5 | The aim is to educate students on rational thinking,innovative, creativeand productivity ways |  |  |  |  | x |  |
| 6 | Researcher, participatory and collaborativedevelopment of individuals whoare given priority ineducationfor |  |  |  |  | x |  |
| 7 | The aim emphasis to train individuals who love nature and all living things as well as carrying of historical, cultural and social values |  |  |  |  | x |  |
| 8 | The aim is targeted to educate individuals who are respect for democracy and human rights, and act in compliance withthe rules ofprofessional ethics |  |  |  |  | x |  |
| 9 | The aim is targeted that graduates who can take responsibilities in occupational areasandnational and internationalmediaas an individualrepresentingour country in thebest possible way |  |  |  |  | x |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 2 | 30 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 120 |
| **Total Work Load / 30 (h)** |  |  | 4 |
| **ECTS Credit of the Course** |  |  | 4 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| TOURISM GEOGRAPHY | TIS13206 | 4 | 3+0=3 | 3 | 4 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Türkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Kaplan Uğurlu |
| **Instructors** | Asst. Prof. Dr. Mehmet Han Ergüven |
| **Assistants** |  |
| **Goals** | Turkey’s tourism landscape of the students and the types of tourism and sustainable tourism, recreational activities can be performed to learn. |
| **Content** | In this course, elements of the definition of tourism and its relationship with other sciences, tourism. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| In the field of tourism and geography concepts, ideas and data. | 1, 2 | A |
| The exiting tourism potential in Turkey. | 1,2 | A |
| Alternatively, to obtain information about tourism activities. | 1,2 | A |
| Obtains information on tourism demand for places on interest. | 1,2 | A |
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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Tourism geography | Geography and tourism |
| 2 | Countries Malta | Malta |
| 3 | Countries Germany | Germany |
| 4 | Countries Austria | Austria |
| 5 | Countries Tunisia | Tunisia |
| 6 | Cities Munich | Munich |
| 7 | Cities Wienna | Wienna |
| 8 | Cities İstanbul | İstanbul |
| 9 | Tests | - |
| 10 | Cities İstanbul | Istanbul |
| 11 | Cities İzmir | Izmir |
| 12 | Cities Antalya | Antalya |
| 13 | Cities Alanya | Alanya |
| 14 | Region Cappadosia | Cappadocia |
| 15 | Tests | - |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Mehmet Gürdal, Türkiye Turizm Coğrafyası, Detay Yayıncılık |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  | x |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | x |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  | x |  |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  | x |  |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | x |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | x |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | x |  |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  | x |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | x |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 3 | 45 |
| Mid-terms | 1 | 10 | 10 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 20 | 20 |
| **Total Work Load** |  |  | 120 |
| **Total Work Load / 30 (h)** |  |  | 4 |
| **ECTS Credit of the Course** |  |  | 4 |

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| **COURSE INFORMATON** | | | | | | | | | |
| **Course Title** | *Code* | *Semester* | | *L+P Hour* | | *Credits* | | *ECTS* | |
| The Use Of Information Technologies in Tourism | TIS 13208 | | 4 | | 1+2 | | 2 | | 2 | |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor's degree |
| **Course Type** | Compulsory |
| **Course Coordinator** |  |
| **Instructors** | Lecturer Aykut PAJO |
| **Assistants** |  |
| **Goals** | Computer and information technologies to be understood by the students, the students can use them more efficiently, and effectively implement the tourism industry is that it enables to learn computer applications. |
| **Content** | In this course, management, and administration tools, advances in information technology, computer facilities provided by the use of computers, operating systems, allowing you to work, to use office programs, using computer programs to prepare documents, brochures, flyers will focus on preparation. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1. Management and administration tools allow. | A, B | 1,4 |
| 1. Learn the developments in information technology. | A, B | 1,4 |
| 1. Offices with computers and computer programs to learn. | A, B | 1,4 |
| 1. Get information about the use of information technologies in the tourism industry. | A, B | 1,4 |
| 1. Recognize and use the programs used in the tourism industry. | A, B | 1,4 |

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| **Teaching Methods:** | A:Expression B: Practice |
| **Assessment Methods:** | 1: Examination, 4: Laboratory |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | 1. Definitions  2. Operating conditions of the transformation of two of the four exchanges.  2.1. The Global Economy  2.2. Transition of Industrial Economics and Knowledge Society  2.3. Formal Structure and Management shaped Change Businesses  2.4. The Emergence of Digital Businesses | Lecturer notes |
| 2 | 3. Business Information Systems  3.1. Technical Approach  3.2. Behavioural approach  3.3. Socio-technical approach  4.1. Business Management, Business Strategies and Information System  4.1. Post Modernism  4.2. Virtual Organizations  4.3. The Role of Information Systems Managerial decision-making | Lecturer notes |
| 3 | 1. Digital Concept  1.1. Digital Enterprises  1.2. Electronic business (e-business)  1.3. Electronic commerce (e-commerce)  1.4. Electronic Government (e-government)  5.1. Opportunities and Dangers Caused by Digital Venture Models  2. Information Technology and Policy  2.1. The Importance of Information Technology  2.2. Structure of the computer information technology products which is one of  2.3. Classification of Computers  3. Telecommunications and Networks  3.1. Effects of Age and Telecommunications  3.2. Telecommunication Components  4. Internet and the New Information Technology Infrastructure  5. Integrated Management Information System  6. Value of Information System Projects, Application Process  7. Knowledge Management, Artificial Intelligence and Decision Support Management | Lecturer notes |
| 4 | 1. Operating System Features  2. Introduction and Applications Office programs (Word, Excel, Power Point, etc.). | Lecturer notes |
| 5 | 1. Document design, drafting, editing,  2. Letter, prepare a presentation using video and audio Files  3. Flyer, Catalog and so on. preparation |  |
| 6 | 4. Create Your Table  5. Preparation of documents used in Hospitality | The unit read / Program Implementation |
| 7 | 1. Office Applications  2. Reservation Algorithm  Introducing  3.Front office Automation Module  Introducing  3.1.Reservation Menu | The unit read / Program Implementation |
| 8 | 1. Book Applications  1.1. Individual Book  1.2.Group Reservation Process,  Show  1.3. Now Show Operations,  1.4. Cancellation  1.5. Blocking Operations | The unit read / Program Implementation |
| 9 | Mid. Exam. |  |
| 10 | 2 Desk Operations  2.1. Check- in  2.2. Check- out  2.3. Failure Record  2.4. Lost Found items  2.5. Wake Up  2.6. Room Change | The unit read / Program Implementation |
| 11 | 1 Guest Relations Menu  1.1. Guest Review Procedures  1.2. Guest Survey Operations | The unit read / Program Implementation |
| 12 | 2 Housekeeping Services Menu  2.1. Room Control  2.1. H / K Operations | The unit read / Program Implementation |
| 13 | 1 Cashier Menu  1.1. Deposit Operations  1.2. Daily Currency Entry  1.3. Currency Exchange Transactions  1.4. Cash Book  1.5. Cash Advance Operations | The unit read / Program Implementation |
| 14 | 2. Back Office Menu  2.1. Invoice Processing  2.2. Agency Operations  2.3. Guest Register | The unit read / Program Implementation |
| 15 | 1 Front Office Reports  2 Forecast Reports  3 Case Reports  4 User Reports | The unit read / Program Implementation |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Pajo, A. (2013). Use of Information Technologies in Tourism and Hotel Automation Programs. Ankara: Detay Yayıncılık. |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** | <http://personel.kirklareli.edu.tr/aykut-pajo/> |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Practice Laboratory | 1 | 20 |
| Interm exam. | 1 | 20 |
|  |  |  |
| **Total** | 2 | 40 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | 60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | 40 |
| **Total** |  | 100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | It is aimed to give graduates who use Turkish correctly and who knows more than one foreign language |  |  |  | X |  |  |
| 2 | The students are provided with a practical job training, as well as a theoretical training |  |  |  |  | X |  |
| 3 | The students are provided excellent use of the information technologies related with their profession. |  |  |  |  | X |  |
| 4 | It is expected from the students to continuously improve their Professional knowledge and skills |  |  |  |  | X |  |
| 5 | It is aimed to grow innovative, creative and productive individuals who can think rationally |  |  | X |  |  |  |
| 6 | It is given priority to the education that is oriented to grow investigative, participative and sharing individuals |  |  | X |  |  |  |
| 7 | It is aimed to grow individuals who attach imporatnce to historical, cultural and social values and who like all living things and the nature |  |  |  |  |  |  |
| 8 | It is aimed to grow individuals who are respectful to the democrasy and human rights; who know the social and the professional ethics rules and who comply with these rules |  |  |  |  |  |  |
| 9 | It is aimed to give graduates who represent our country in the professional fields and in the national and international contexts |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 1 | 15 |
| Mid-terms | 1 | 1 | 1 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 1 | 1 |
| **Total Work Load** |  |  | 62 |
| **Total Work Load / 30 (h)** |  |  | 62/30 |
| **ECTS Credit of the Course** |  |  | 2 |
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**5.SEMESTER**

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| HOUSEKEEPING MANAGEMENT | TIS13301 | 5 | 2 + 2 | 3 | 4 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Associate Degree |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Lecturer İbrahim Alpay YILMAZ |
| **Assistants** |  |
| **Goals** | The aim of this lesson is to make students gain the knowledge and capability related to the managerial and operational activities in the housekeeping department. |
| **Content** | This lesson includes the organization of housekeeping, personnel work in the housekeeping department, planning and information flow in the housekeeping department, control function and budgeting in the housekeeping department, materials used in the housekeeping department, cleaning and the hygiene in the housekeeping, decoration of guest rooms, security in the housekeeping department and laundry management. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| To be able to know the importance and the organizational structure of the housekeeping department | 1,2,3 | A,C |
| To be able to know and learn the management functions that are applied in the housekeeping department. | 1,2,3 | A,C |
| To learn the information flow in the housekeeping department. | 1,2,3 | A,C |
| To learn how the personnel in the housekeeping department work. | 1,2,3 | A,C |
| To learn the cleaning methods applied in the housekeeping department | 1,2,3 | A,C |
| To understand and to learn the laundry management and the materials used in the housekeeping department. | 1,2,3 | A,C |

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| **Teaching Methods:** | 1: Lecture, 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Testing, C: Homework |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | The definition and the organization of the housekeeping department. | The 1.-17. Pages of the course book |
| 2 | Personnel work in the housekeeping department | The 19.-37. Pages of the course book |
| 3 | Planning in the housekeeping department | The 39.-55. Pages of the course book |
| 4 | Information flow in the housekeeping department | The 57.-84. Pages of the course book |
| 5 | Control in the housekeeping department | The 85.-100. Pages of the course book |
| 6 | Budgeting in the housekeeping department | The 101.-108. Pages of the course book |
| 7 | Materials used in the housekeeping department | The 109-129. Pages of the course book |
| 8 | Cleaning in the housekeeping department | The 131.-154. Pages of the course book |
| 9 | Mid-term exam |  |
| 10 | Decoration of guest rooms | The 155.-164. Pages of the course book |
| 11 | Hygiene in the housekeeping department | The 165-180. Pages of the course book |
| 12 | Security in the housekeeping department | The 181.-195. Pages of the course book |
| 13 | Laundry management | The 197.-218. Pages of the course book |
| 14 | Laundry operations | The 218.-233. Pages of the course book |
| 15 | A review | Summary of subjects |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Akoğlan Kozak, M. (2009). Otel İşletmelerinde Kat Hizmetleri Yönetimi, Ankara: Detay Yayıncılık |
| **Additional Resources** | Sezgin, Orhan Mesut (2000). Konaklama İşletmelerinde Kat Hizmetleri Yönetimi, Ankara: Gazi Kitabevi |

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| **MATERIAL SHARING** | |
| **Documents** | M.E.B. MEGEP Course Modules |
| **Assignments** | Planning in the Housekeeping Department, Equipment Used in the Housekeeping Department, Hygiene ad Health |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | It is aimed to give graduates who use Turkish correctly and who knows more than one foreign language | X |  |  |  |  |  |
| 2 | The students are provided with a practical job training, as well as a theoretical training |  | X |  |  |  |  |
| 3 | The students are provided excellent use of the information technologies related with their profession | X |  |  |  |  |  |
| 4 | It is expected from the students to continuously improve their Professional knowledge and skills |  |  |  | X |  |  |
| 5 | It is aimed to grow innovative, creative and productive individuals who can think rationally |  | X |  |  |  |  |
| 6 | It is given priority to the education that is oriented to grow investigative, participative and sharing individuals |  | X |  |  |  |  |
| 7 | It is aimed to grow individuals who attach imporatnce to historical, cultural and social values and who like all living things and the nature |  |  | X |  |  |  |
| 8 | It is aimed to grow individuals who are respectful to the democrasy and human rights; who know the social and the professional ethics rules and who comply with these rules |  |  | X |  |  |  |
| 9 | It is aimed to give graduates who represent our country in the professional fields and in the national and international contexts |  |  | X |  |  |  |
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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 4 | 60 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 4 | 60 |
| Mid-terms | 1 | 10 | 10 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 20 | 20 |
| **Total Work Load** |  |  | 150 |
| **Total Work Load / 30 (h)** |  |  | 5 |
| **ECTS Credit of the Course** |  |  | 4 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Food & Beverage Services Management | TIS13303 | 5 | 2+2=4 | 3 | 5 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Elective course |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Nilüfer VATANSEVER TOYLAN |
| **Assistants** |  |
| **Goals** | Food and beverage services production processes, applications and service procedures to teach, to analyze the variables that influence the efficiency of processes. |
| **Content** | In this course, food and beverage departments and restaurants, bars and hotels, be introduced to the organizational structure, menu, menu types explained. Restaurants and bars, drink selection, food and beverage service types and stages, the transfer of food and beverage, guest relations, food and beverage marketing efforts will be discussed. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Students will have enough information about bars, restaurants such as food and beverage industry. | 1, 2,4 | A |
| Know that food and beverage manager should have the characteristics and responsibilitis. | 1,2,4 | A |
| Planning menus and analyzing information. | 1,2,4 | A |
| Students know that for the departments of purchasing, sales and marketing and the basic functions such as strategy formulation. | 1,2,4 | A |
| Will have enough knowledge about create money and update. | 1,2,4 | A |
| If necessary they can profit or loss analysis about food and beverage department or management. | 1,2,4 | A |
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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer, 4: Practice |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Food and Beverage Industry | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 2 | The importance of food and beverage services in hospitality | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 3 | Food and Beverage Services Organization Structure | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 4 | Menu and menu planning | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 5 | F&B Production: Purchasing, Storing, Manufacturing | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 6 | F&B Production: Planning, preliminary of production | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 7 | Service: Mise en Place and presentation | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 8 | Service: Service Types | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 9 | Mıdterm Exam |  |
| 10 | Sanitation and Hygiene in F&B Organizations | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi.(related chapter will be red) |
| 11 | F&B Controlling and Pricing | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 12 | Automation of F&B sevices | Turizm işletmelerinde bilgi teknolojileri kullanımı ve otel ototmasyon programları, Aykut Pajo, Detay yayıncılık, 2013, (related chapter will be red) |
| 13 | Banquet Organization | Türksoy, Adnan (2002) Yiyecek ve İçecek Hizmetleri Yönetimi, Turhan Kitabevi. (related chapter will be red) |
| 14 | Service practices | practices |
| 15 | Service practices | practices |

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| **RECOMMENDED SOURCES** | |
| **Textbook:**AdnanTürksoy,2002,YiyecekveİçecekHizmetleri,TurhanKitabevi |  |
| **Additional Resources:** Turizm İşletmelerinde Bilgi teknolojileri Kullanımı ve otel Otomasyon Programları, Aykut Pajo, Detay yayıncılık, 2013. |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  | x |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  | x |  |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  | X |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | X |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | X |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | X |  |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | X |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 4 | 60 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 3 | 45 |
| Mid-terms | 1 | 15 | 15 |
| Quiz |  |  |  |
| Homework | 1 | 10 | 10 |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 20 | 20 |
| **Total Work Load** |  |  | 150 |
| **Total Work Load / 30 (h)** |  |  | 5 |
| **ECTS Credit of the Course** |  |  | 5 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Front Office Management and Automation | TIS13305 | 5 | 2+2 | 3 | 4 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor's degree |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Lecturer Aykut PAJO |
| **Assistants** |  |
| **Goals** | Accommodation establishments teach front office applications |
| **Content** | Front office management and administration functions, front office, human resources, guest relations and front office staff, front office pricing, the use of information technology in front office, front office automation and the use of computer programs. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1. Future dates and occupancy plans. | A, B | 1,4 |
| 1. Rooms booked up and login to the system will operate. | A, B | 1,4 |
| 1. Customer will perform a complete login process. | A, B | 1,4 |
| 1. Customer take-out operations and accountability in the system identification and so on. performs operations. | A, B | 1,4 |
| 1. And accordingly decides on pricing, occupancy forecasting. | A, B | 1,4 |
| 1. All stages of the front office operation applies a current through the front office software package. | A, B | 1,4 |

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| **Teaching Methods:** | A:Expression B: Practice |
| **Assessment Methods:** | 1: Examination, 4: Laboratory |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Basic Functions of Front Office Management and Administration (part of the hospitality business in the front office space, relationships with other departments) | Lecturer notes |
| 2 | Basic Functions of Front Office Management and Administration (evening practices, plant, room pricing, occupancy estimated) | Lecturer notes |
| 3 | Front Office Human Resources, Hotel Management Pricing (reservation, input-output operations, reporting) | Lecturer notes |
| 4 | Relations between the guest and front office staff (hierarchical structure, job descriptions and routine operation), Hotel Management Information Technologies (uniformed services) | Lecturer notes |
| 5 | Opera V5 PMS (Reservation menu) | Opera PMS V5 |
| 6 | Opera V5 PMS (Front office menu) | Opera PMS V5 |
| 7 | Opera V5 PMS (Cashiering menu) | Opera PMS V5 |
| 8 | Opera V5 PMS (Cashiering menu) | Opera PMS V5 |
| 9 | Midterm Examination |  |
| 10 | Opera V5 PMS (Room management menu) | Opera PMS V5 |
| 11 | Opera V5 PMS (End of day menu) | Opera PMS V5 |
| 12 | Opera V5 PMS (Miscellaneous menu) | Opera PMS V5 |
| 13 | Opera V5 PMS (Set up menu) | Opera PMS V5 |
| 14 | Opera PMS V5 Options (Profile, Reservation, Cashiering) Menu | Opera PMS V5 |
| 15 | Opera PMS V5 Options (Profile, Reservation, Cashiering) Menu | Opera PMS V5 |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Pajo, A. (2013). Use of Information Technologies in Tourism and Hotel Automation Programs. Ankara: Detay Yayıncılık. |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** | <http://personel.kirklareli.edu.tr/aykut-pajo/> |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | It is aimed to give graduates who use Turkish correctly and who knows more than one foreign language |  |  |  | X |  |  |
| 2 | The students are provided with a practical job training, as well as a theoretical training |  |  |  |  | X |  |
| 3 | The students are provided excellent use of the information technologies related with their profession. |  |  |  |  | X |  |
| 4 | It is expected from the students to continuously improve their Professional knowledge and skills |  |  |  |  | X |  |
| 5 | It is aimed to grow innovative, creative and productive individuals who can think rationally |  |  | X |  |  |  |
| 6 | It is given priority to the education that is oriented to grow investigative, participative and sharing individuals |  |  | X |  |  |  |
| 7 | It is aimed to grow individuals who attach imporatnce to historical, cultural and social values and who like all living things and the nature |  |  |  |  |  |  |
| 8 | It is aimed to grow individuals who are respectful to the democrasy and human rights; who know the social and the professional ethics rules and who comply with these rules |  |  |  |  |  |  |
| 9 | It is aimed to give graduates who represent our country in the professional fields and in the national and international contexts |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 4 | 60 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 3 | 45 |
| Mid-terms | 1 | 25 | 15 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 30 | 30 |
| **Total Work Load** |  |  | 150 |
| **Total Work Load / 30 (h)** |  |  | 5 |
| **ECTS Credit of the Course** |  |  | 5 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| European Unıon and Tourism of Turkey | TIS13311 | 5 | 3+0 | 3 | 4 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Associate's Degree (Short Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** |  |
| **Instructors** |  |
| **Assistants** |  |
| **Goals** | The main aim of this course is to study the European Union, which has come to play a significant role in the making of Turkish foreign policy. To provide the students with background information, the course first introduces the origins, organs and common policies of the EU. Then the course analyzes the historical evaluation of the Turkish-European Union relations and learning policities of Tourism. |
| **Content** | After students are introduced to the origins, development and institutions of the EU, the Union´s common policies are studied. In the last section of the course, the evolution of the relations between Turkey and the EU is discussed. A special emphasis is placed on the perception of the EU in Turkey, and how Turkey´s accession is perceived in the EU member states |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1) Describes the position of the European Union in the international politics. | 1,2 | A |
| 2) Analyses the main characteristics which make the EU different from the other international organizations | 1,2 | A |
| 3) Explains the creation of EU politics. | 1,2 | A |
| 4) Analyses the discussions in view of the Turkish EU entry | 1,2 | A |
| 5) İnvestigates whether the EU project can be a model for the relations of Turkey with the other countries. | 1,2 | A |
| 6) Analyses the problems which appear in the relations between Turkey and the EU | 1,2 | A |
| 7) Analyses, how the Turkish-European relations can be formed rationally, | 1,2 | A |
| 8) Analyses the position of the EU in the international politics and their meaning for the Turkish foreign policy. | 1,2 | A |

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| **Teaching Methods:** | 1: Lecture, 2: Question-Answer, 3: Discussion, 5: Demonstration, 12: Case Study |
| **Assessment Methods:** | A: Testing, C: Homework, F: Performance Task |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | An Overview of the EU: Members and Founding Treaties. |  |
| 2 | The EU´s Position in the World: Economic and Political Considerations. |  |
| 3 | The Origins of the EU. |  |
| 4 | The Evolution of the EU: 1950s, 1960s, 1970s and 1980s. |  |
| 5 | The Evolution of the EU: 1990s and 2000s. |  |
| 6 | The Institutions of the EU: European Parliament, Council of the EU, European Council. |  |
| 7 | The Institutions of the EU: European Commission, European Court of Justice |  |
| 8 | The Institutions of the EU: European Court of Auditors, European Central Bank, Advisory bodies. |  |
| 9 | Midterm Exam |  |
| 10 | Common Policies of the EU: Common Economic Policy, Common Foreign and Security Policy, European Security, Defence Policy and Tourism Policy |  |
| 11 | Basic Characteristics of the EU-Turkey Relations: General Framework, The Evolution of the EU-Turkey Relations (I) |  |
| 12 | The Evolution of the EU-Turkey Relations (II) |  |
| 13 | The Perception of the EU in Turkey and Tourism |  |
| 14 | The Perception of Turkey in EU Member States and Tourism |  |
| 15 | Final Exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** |  |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
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| **Total** |  |  |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  |  |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  |  |
| **Total** |  |  |

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| **COURSE CATEGORY** | Expertise/Field Courses |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills |  |  |  |  |  |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  |  |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  |  |  |  |
| 8 | Aims to train appropriate individual who respects democracy and human rights, also knows and behave social and ethical rules of profession. |  |  |  |  |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way on national and international environments and responsibility taker individuals are targeted. |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 2 | 30 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 15 | 15 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 15 | 15 |
| **Total Work Load** |  |  | 90 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 4 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| ECOTURISM AND ENVIRONMENT | TIS13315 | 5 | 3+0 | 3 | 4 |

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| **Prerequisites** |  |

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| **Language of Instruction** | TURKISH |
| **Course Level** | FACULTY |
| **Course Type** | ELECTIVE |
| **Course Coordinator** | Asst. Prof. Dr. KAPLAN uĞURLU |
| **Instructors** | Asst. Prof. Dr. KAPLAN uĞURLU |
| **Assistants** |  |
| **Goals** | The importance of the environment and its effects on the development of tourism in the overall concepts, the effects of tourism activities on the natural environment, ecological risk assessment, the importance of the environment in terms of sustainable tourism, tourism and environmental balance, tourism and environmental policies and teaching of national and international standards |
| **Content** | The importance of the environment and the effects of general concepts related to the development of tourism. The effects of tourism activities on the natural environment, ecological risk assessment, the importance of the environment in terms of sustainable tourism. Tourism and environment balance, tourism and environmental policies and national and international standards. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1. Definition of the environment, its importance and so on. Know and explain concepts related topics. |  |  |
| 1. Understand the environmental impact of the tourism sector. Explain the concepts of ecological balances. |  |  |
| 1. The student learns and concerns about the effects of tourism activities on the natural environment. |  |  |
| 1. Understand the ecological risk analysis. |  |  |
| 1. Understand the importance of the environment in terms of sustainable tourism, and explains the development of tourism supply and demand aspects. |  |  |
| 1. Explain the factors that make up the balance of tourism and the environment. |  |  |
| 1. Understand and explain the importance of tourism and environmental policies. |  |  |
| 1. Understand and explain the national and international standards. |  |  |

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| **Teaching Methods:** | Classroom education and field research assignments |
| **Assessment Methods:** | Mid-term exam 40% (Assignments included) + Final Exam 60% |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Environmental Problems and Turkey |  |
| 2 | Environment and Tourism |  |
| 3 | Air, Water and Soil Pollution |  |
| 4 | Waste |  |
| 5 | Sustainability and Tourism |  |
| 6 | Ecotourism: definition, objectives and development |  |
| 7 | Types of ecotourism |  |
| 8 | Sustainable Development |  |
| 9 | Midterm Exam |  |
| 10 | Developing and / or environmental aspects of the less developed countries |  |
| 11 | Environmental Impacts of Tourism in the Economic and Social |  |
| 12 | Ecotourism and Sustainability |  |
| 13 | Natural Environmental Impacts of Tourism |  |
| 14 | Environmental Legislation |  |
| 15 | Final Exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** |  |
| **Additional Resources** | N. Erdoğan. Çevre ve Ekoturizm (Environment and Ecotourism). Erk Y. Ankara-2003. (Turkish) |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-term Exam | 1 | 40 |
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|  |  |  |
| **Total** | 1 | 40 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | 60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | 40 |
| **Total** | 2 | 100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speak more than one foreign language are targeted. |  |  | 2 |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  | 2 |  |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  | 2 |  |  |  |
| 4 | Students are expected to continuously improve the professional knowledge and skills. |  |  | 5 |  |  |  |
| 5 | Rational thinking, innovative, creative and productive individuals training are targeted. |  |  | 5 |  |  |  |
| 6 | The researcher, participant’s individuals are given priority to education and to train. |  |  | 5 |  |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  | 5 |  |  |  |
| 8 | Aims to train appropriate individual who respects democracy and human rights, also knows and behave social and ethical rules of profession. |  |  | 5 |  |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way on national and international environments and responsibility taker individuals are targeted. |  |  | 5 |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 1 | 15 |
| Mid-terms | 1 | 15 | 15 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 15 | 15 |
| **Total Work Load** |  |  | 90 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 4 |

**6.SEMESTER**

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| **COURSE INFORMATON** | | | | | | | | | | |
| **Course Title** | *Code* | | *Semester* | | *L+P Hour* | | *Credits* | | *ECTS* | |
| CUSTOMER RELATIONSHIP MANAGEMENT IN TOURISM | | TIS 13302 | | 7 | | 2 | | 2 | | 2 | |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Undergraduate |
| **Course Type** |  |
| **Course Coordinator** |  |
| **Instructors** | Yrd. Doç. Dr. Sibel SÜ ERÖZ |
| **Assistants** |  |
| **Goals** Learn the concepts of Marketing Management and Strategic Marketing. CRM planning, implementation, information processing systems, to grasp |  |
| **Content** Accommodation and food and beverage management cost structure, the control phases, control methods, analysis, pricing, package tour costs within the scope of travel management, analytical approaches to cost control will help. |  |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1)Customer Relationship Management defines the process. | 1,2,3 | A |
| 2)Defines the types of customer behavior and develop appropriate approaches for the consumer. | 1,2,3 | A |
| 3)Develops strategies for customer retention and win the lost customers. | 1,2,3 | A |
| 4)Customer value management process definitions. | 1,2,3 | A |
| 5)Customer loyalty programs, explains. | 1,2,3 | A |
| 6)Organize the management of customer complaints. | 1,2,3 | A |
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| **Teaching Methods:** | 1: Lecture 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Midterm and Final exams C: Homework |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | The Concept of Customer |  |
| 2 | Marketing Approaches |  |
| 3 | Development of Customer Relationship Management |  |
| 4 | Relationship Among Other Concepts and Customer Relationship Management |  |
| 5 | Elements of Customer Relationship Management |  |
| 6 | The Structure of the Customer Relationship Management |  |
| 7 | Marketing Strategies in Customer Relationship Management |  |
| 8 | mid term exam |  |
| 9 | Relationship Marketing and Management Strategies in Customer Relationship Management |  |
| 10 | Call Centers in Customer Relationship Management |  |
| 11 | Complaint Management |  |
| 12 | Success Factors in Customer Relationship Management |  |
| 13 | Measurement of Customer Relationship Management |  |
| 14 | New Trends in Customer Relationship Management |  |
| 15 | Final exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Demirel Yavuz, "Müşteri İlişkileri Yönetimi ve Bilgi Paylaşımı", IQ Kültür Sanat Yayıncılık 2007, Gümüşsuyu Çağdaş , "Stratejik Bir Yaklaşım Olarak Müşteri İlişkileri Yönetimi", Savaş Yayınevi, 2008, n Erdoğan "Müşteri İlişkileri Eğitimi" , Papatya Yayıncılık, 2005 ve ders notları |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| MID-TERM EXAM | 1 | %40 |
| FINAL EXAM | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | 5 |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | 5 |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | 5 |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | 5 |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | 4 |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train |  |  |  | 4 |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living |  |  |  |  | 5 |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession |  |  |  | 4 |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | 4 |  |  |
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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 1 | 15 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 1 | 15 |
| Mid-terms | 1 | 15 | 15 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 15 | 15 |
| **Total Work Load** |  |  | 60 |
| **Total Work Load / 30 (h)** |  |  | 2 |
| **ECTS Credit of the Course** |  |  | 2 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| TOURISM ECONOMICS | TIS13304 | 6 | 3 | 3 | 3 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Undergraduate |
| **Course Type** |  |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Yrd. Doç. Dr. Sibel SÜ ERÖZ |
| **Assistants** |  |
| **Goals** | The aim of this course, the middle and senior management level in tourism enterprises will be in charge of personnel, the economic analysis used in making the assessment of basic economic issues with a view to enable tourism to convey information. |
| **Content** | In this course, as the general economy and tourism, tourism demand, tourism supply, tourism market, price determination, tourism, consumer behavior, production and firm behavior in tourism, the tourism sector in the economy and the importance of location, measuring the economic impact of tourism. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1)Describes the importance of tourism as an event of economic movements. | 1,2,3 | A |
| 2)Tourism in the country, describes the contributions of regional and world economies. | 1,2,3 | A |
| 3)Related to tourism supply, demand, need, market and so on. defines the concepts. | 1,2,3 | A |
| 4)Tourism consumer, producer and firm behavior and decision-making processes, information about tourist consumption is depicted. | 1,2,3 | A |
| 5)The world, in countries and areas of economic, social and cultural events that define how it affects the tourism revenues. | 1,2,3 | A |
| 6)The economic consequences of tourism to benefit from more information about what must happen to acquire | 1,2,3 | A |
| 7)In the tourism sector as the economic indicators in middle and senior managers can read the result. | 1,2,3 | A |
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| **Teaching Methods:** | 1: Lecture 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Midterm and Final exams C: Homework |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | The Economy in General and Tourism |  |
| 2 | Tourism Demand |  |
| 3 | Tourism Supply |  |
| 4 | Price Determination in Tourism Market |  |
| 5 | Consumer Behavior in Tourism |  |
| 6 | Production and Firm Behavior in Tourism |  |
| 7 | The Markets in Tourism |  |
| 8 | Mid term exams |  |
| 9 | The Role of The Tourism Industry in The Economy and Economic Growth, Development and Tourism |  |
| 10 | Investment, Employment, Inflation and Tourism |  |
| 11 | Cost-Benefit Analysis in Tourism |  |
| 12 | The Statistics used in Tourism |  |
| 13 | Planning and Policy in Tourism |  |
| 14 | Tourism Policy in European Union |  |
| 15 | Final exams |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Yağcı Özcan, "Turizm Ekonomisi", Detay Yayıncılık, 2003. |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| MID-TERM EXAM | 1 | %40 |
| FINAL EXAM | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | 5 |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | 5 |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | 5 |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | 5 |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | 4 |  |  |
| 6 | The researcher, participants individualsare given priority to education and to train |  |  |  | 4 |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living |  |  |  |  | 5 |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behavesocial and ethical rules of  profession |  |  |  | 4 |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and internationalenvironmentsand responsibility taker individuals are targeted. |  |  |  | 4 |  |  |
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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 20 | 20 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 25 | 25 |
| **Total Work Load** |  |  | 120 |
| **Total Work Load / 30 (h)** |  |  | 4 |
| **ECTS Credit of the Course** |  |  | 2 |
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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| TRAVEL AGENCY AND TOUR OPERATORS | TIS13306 | 6 | 3 | 3 | 2 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Undergraduate |
| **Course Type** |  |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Yrd. Doç. Dr. Sibel SÜ ERÖZ |
| **Assistants** |  |
| **Goals** | The aim of the course of travel agencies, explaining the role and significance in the industry, travel agencies operating in areas of disclosure and the disclosure of travel agency operations, as well as reservations and ticketing system to Amadeus travel agencies used in the main parts of the sector is to prepare students to teaching. |
| **Content** | Travel Agencies and Tour Operators course is intended for the teaching of place and importance of the tourism industry of travel agencies. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1)Understands travel agencies place and importance in the tourism sector. | 1,2,3 | A |
| 2)Understands areas of activity of travel agencies. | 1,2,3 | A |
| 3)Learns travel agency operations. | 1,2,3 | A |
| 4)Learns about the travel agencies national and international organizations. | 1,2,3 | A |
| 5)Learns about travel agencies legal arrangements. | 1,2,3 | A |
| 6)Reservation and ticketing procedures learns in practice. | 1,2,3 | A |
| 7)Understands the tour oparetors importance and place in the tourism sector. | 1,2,3 | A |
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| **Teaching Methods:** | 1: Lecture 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Midterm and Final exams C: Homework |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | The Historical Development of Travel Business |  |
| 2 | Legal Regulation of Travel Agency |  |
| 3 | Tracel Agency |  |
| 4 | Travel Agencies in Turkey |  |
| 5 | Activities of Travel Agency |  |
| 6 | Tour Operator |  |
| 7 | Package Tour Production |  |
| 8 | mid term exam |  |
| 9 | The Relations Between Tour Operators and Hotels and Management Functions in Travel Agency |  |
| 10 | The Human Resources in Travel Agency |  |
| 11 | Travel Marketing Operations |  |
| 12 | Distribution of Travel Agency |  |
| 13 | Sales in Travel Agency |  |
| 14 | Application Study |  |
| 15 | Final exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Prof. Dr. Necdet Hacıoğlu, Turizm İşletmelerinde Seyahat Acentacılığı ve Tur Operatörlüğü |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| MID-TERM EXAM | 1 | %40 |
| FINAL EXAM | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | 5 |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | 5 |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | 5 |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | 5 |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | 4 |  |  |
| 6 | The researcher, participants individualsare given priority to education and to train |  |  |  | 4 |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living |  |  |  |  | 5 |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behavesocial and ethical rules of  profession |  |  |  | 4 |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and internationalenvironmentsand responsibility taker individuals are targeted. |  |  |  | 4 |  |  |
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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 2 | 30 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 1 | 15 |
| Mid-terms | 1 | 20 | 20 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 25 | 25 |
| **Total Work Load** |  |  | 90 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 2 |
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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Travel Management Automation | TIS13312 | 6 | 3+0=3 | 3 | 3 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor's degree |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Öğr. Gör. Aykut PAJO |
| **Assistants** |  |
| **Goals** | Efficancy on the Use of Leading Travel Farms Automation Systems |
| **Content** | The automation systems used in the field of travel management functions of the lists, Airline ticketing applications of the factors and definitions, An airline ticket lists the stages of cutting, Using the program performs the process of creating customer PNR'ı the automation programs, the automation programme on the path to achieving all the necessary information, Far exceed the cost cutting process uses the latest the automation programs system |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1. When asked, the automation systems used in the field of travel management functions of the lists | A, B | 1,4 |
| 1. Airline ticketing applications of the factors and definitions. | A, B | 1,4 |
| 1. An airline ticket lists the stages of cutting. | A, B | 1,4 |
| 1. Using the program performs the process of creating customer PNR'ı Amadeus. | A, B | 1,4 |
| 1. Amadeus on the path to achieving all the necessary information. | A, B | 1,4 |
| 1. Far exceed the cost cutting process uses the latest Amadeus system. | A, B | 1,4 |

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| **Teaching Methods:** | A: ExpressionB: Practice |
| **Assessment Methods:** | 1: Examination, 4: Laboratory |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | 1 History Travel Management  2 Info of Travel Management  3 Function of Travel Management  4 Causes Travel Agencies directing people  5 Classification of Travel Agencies | Lecturer notes, Travel agency program |
| 2 | 6 Travel Agencies its services  6.1. Info making and Customer Relations  6.2. Package Tour Sale  6.3. Flights to Sale  6.4. Hotel Reservations  6.5. Tour Arrangement  6.6. Meeting Organizations  6.7. Other services | Lecturer notes, Travel agency program |
| 3 | 1. Presentation of the programs used in travel business  1.1 Automation Program General Definitions  1.1.1. All Companies  1.1.2. Tour Operators  1.1.3. Agencies  1.1.4. Hotels  1.1.5. Charters  1.1.6. Shop  1.1.7. Expense Voucher  1.1.8. staff  1.1.9. Tools  1.1.10. Vehicle Contracts  1.1.11. Airports  1.1.12. Airport city connections  1.1.13. Special Definitions  1.1.14. Flight Numbers  1.1.15. Operator Hotel Contracts  1.1.16. Regions  1.1.17. Urban and Regional Distances  1.1.18. Book by Route Description  1.1.19. Tour Route Description  1.1.20. Currency Converter | Lecturer notes, Travel agency program |
| 4 | 1. Adding Passenger  2. Book list  3. Transfer List  4. Express Reports  5. Hotel Capacity List  6. Flight Capacity List  7. Passenger Transfer List  8. Passenger Report  9. Hotel Proforma Invoice  10. Book Summary  11. Passenger Accommodation List | Lecturer notes, Travel agency program |
| 5 | 1. Tour type list  2. Batch Ticket Entry  3. Tour Arrangement  4. Tour List  5. Ticket Zimmetleme  6. Hotel Departure Time | Lecturer notes, Travel agency program |
| 6 | 7. Reputation Liquidation  8. Ticket Search  9. Sales Statistics  10. Hotel Proforma Invoice  11. Hotel Distributions  12. Cost Earnings Report  13. Tour Highlights | Lecturer notes, Travel agency program |
| 7 | 1. Book List  2. Package Tours  3. Deal Hotels  4. Operator messages  5. List of hotels in capacity  6. Credit Card Details | Lecturer notes, Travel agency program |
| 8 | 1. Rental List  2. Vehicle Identification  3. General definitions  4. Contracts | Lecturer notes, Travel agency program |
| 9 | Midterm Examination |  |
| 10 | 1. Rental List  2. Vehicle Identification  3. General definitions  4. Contracts | Lecturer notes, Travel agency program |
| 11 | 5. Capacity List  6. Reports  7. Profit and Loss Report | Lecturer notes, Travel agency program |
| 12 | 1. Roles  2. Users | Lecturer notes, Travel agency program |
| 13 | 3. Changing the Password  4. Backup  5. End of Year | Lecturer notes, Travel agency program |
| 14 | 1. Payment Transactions  2. Free Voucher Entry  3. Invoice Verification | Lecturer notes, Travel agency program |
| 15 | 4. Store Sales  5. Group Definitions  6. Unit Descriptions  7. Accounting Report | Lecturer notes, Travel agency program |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Çolakoğlu, E. and Colakoglu, Ü. (2007). Travel Agents Management. Ankara: Details Publishing.,Lecturer notes, Şengel, S.(2012).Account of Travel Agency. Ankara: Detay Yayıncılık |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** | <http://personel.kirklareli.edu.tr/aykut-pajo/> |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | It is aimed to give graduates who use Turkish correctly and who knows more than one foreign language |  |  |  |  |  |  |
| 2 | The students are provided with a practical job training, as well as a theoretical training |  |  |  |  | X |  |
| 3 | The students are provided excellent use of the information technologies related with their profession. |  |  |  |  | X |  |
| 4 | It is expected from the students to continuously improve their Professional knowledge and skills |  |  |  |  | X |  |
| 5 | It is aimed to grow innovative, creative and productive individuals who can think rationally |  |  | X |  |  |  |
| 6 | It is given priority to the education that is oriented to grow investigative, participative and sharing individuals |  |  | X |  |  |  |
| 7 | It is aimed to grow individuals who attach imporatnce to historical, cultural and social values and who like all living things and the nature |  |  |  |  |  |  |
| 8 | It is aimed to grow individuals who are respectful to the democrasy and human rights; who know the social and the professional ethics rules and who comply with these rules |  |  |  |  |  |  |
| 9 | It is aimed to give graduates who represent our country in the professional fields and in the national and international contexts |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 1 | 15 |
| Mid-terms | 1 | 10 | 10 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 20 | 20 |
| **Total Work Load** |  |  | 90 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 3 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| MANAGEMENT OF TURKİSH KITCHEN SERVICES | TIS13314 | 6 | 3+0=3 | 3 | 3 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Associate's Degree (Short Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** |  |
| **Instructors** |  |
| **Assistants** |  |
| **Goals** | To inform the students about management and organization of kitchen, food production, cleanliness, health and hygiene conditions, menu and food groups, food production costs and basic cooking methods. |
| **Content** | Introduction to kitchen, kitchen management, cleanliness and health in a kitchen, classification of foodstuff according to nutrition values, food production costs, purchasing and storing, long and short-term prevention methods. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1) Having enough educational background in Law, Accountancy, Basic Business Administration, Management and in issues related to his/her field, acquiring conceptual and applied knowledge | 1,2 | A |
| 2) Bu using the basic knowledge and skills acquired in his/her field of study, to have the ability to evaluate and interpret the data, to define and analyze the problems, to make solution suggestions based on evidence and proofs | 1,2 | A |
| 3) To choose and use efficiently contemporary techniques and means as well as information technologies required for the applications related to the field of study | 1,2 | A |
| 4) To have the capability to design, plan and realize the projects by using the vocational settings and tools in the related field of study | 1,2 | A |
| 5) To gain the ability to produce solutions to unforeseen situations, take responsibility in teams and to have the skill to conduct individual works | 1,2 | A |
| 6) To have a command of communication skills and foreign language in order to communicate efficiently and follow the latest developments in his/her field of study | 1,2 | A |
| 7) To achieve an awareness of the necessity of lifelong learning and consistently self-improving besides of following the developments in science and technology | 1,2 | A |

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| **Teaching Methods:** | 1: Lecture, 2: Question-Answer, 3: Discussion, 5: Demonstration, 12: Case Study |
| **Assessment Methods:** | A: Testing, C: Homework, F: Performance Task |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Kitchen description and development |  |
| 2 | Management and organization of kitchen (the relationship among the kitchen and the other departments small, medium and large kitchen organizations |  |
| 3 | Management and organization of kitchen (job descriptions of kitchen personnel) |  |
| 4 | Basic kitchen production knowledge (kitchen plan and physical features of the kitchen) |  |
| 5 | Equipment and appliances used in the kitchen and kitchen security |  |
| 6 | Cleanliness, health, hygiene and food security systems in the kitchen |  |
| 7 | The factors that cause the food dirtiness and threat the food security, food intoxication and first aid |  |
| 8 | Food protection systems; HACCP, GMP |  |
| 9 | Midterm Exam |  |
| 10 | Menu (menu planning, menu presentation and menu content |  |
| 11 | Menu (classical menu and modern menu) |  |
| 12 | Food production costs |  |
| 13 | Nutrition, food groups and importance of the nutrition |  |
| 14 | Basic cooking methods that are used in the international kitchens |  |
| 15 | Final Exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** |  |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
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|  |  |  |
| **Total** |  |  |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  |  |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  |  |
| **Total** |  |  |

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| **COURSE CATEGORY** | Expertise/Field Courses |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | x |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  | x |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | x |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills |  |  |  | x |  |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | x |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | x |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | x |  |  |
| 8 | Aims to train appropriate individual who respects democracy and human rights, also knows and behave social and ethical rules of profession. |  |  |  | x |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way on national and international environments and responsibility taker individuals are targeted. |  |  |  | x |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 1 | 15 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 1 | 15 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 90 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 3 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Tourism Guidance | TİS13316 | 6 | 3+0 | 3 | 3 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Associate's Degree (Short Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** |  |
| **Instructors** |  |
| **Assistants** |  |
| **Goals** | To inform students about historical development of guiding, the importance of Guides, kinds of package tours, legislation of guiding. |
| **Content** | Importance of guiding. Speciality of the guide. Edducation of tour guide. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1) Having enough educational background in Law, Accountancy, Basic Business Administration, Management and in issues related to his/her field, acquiring conceptual and applied knowledge | 1,2 | A |
| 2) Bu using the basic knowledge and skills acquired in his/her field of study, to have the ability to evaluate and interpret the data, to define and analyze the problems, to make solution suggestions based on evidence and proofs | 1,2 | A |
| 3) To choose and use efficiently contemporary techniques and means as well as information technologies required for the applications related to the field of study | 1,2 | A |
| 4) To have the capability to design, plan and realize the projects by using the vocational settings and tools in the related field of study | 1,2 | A |
| 5) To gain the ability to produce solutions to unforeseen situations, take responsibility in teams and to have the skill to conduct individual works | 1,2 | A |

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| **Teaching Methods:** | 1: Lecture, 2: Question-Answer, 3: Discussion, 5: Demonstration, 12: Case Study |
| **Assessment Methods:** | A: Testing, C: Homework, F: Performance Task |

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| --- | --- | --- |
| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Historical devolopment of guiding |  |
| 2 | Tour guide and its importance |  |
| 3 | Package tours |  |
| 4 | Package tour staff |  |
| 5 | The education of the guide in Turkey |  |
| 6 | Job organizations of Tour Guide |  |
| 7 | Sociologic approach toTour guiding |  |
| 8 | Tourist groups and relationship of guide |  |
| 9 | Midterm examination |  |
| 10 | Duties of guide on tour (before tour, ticketing, bording operation, luggage operatin) |  |
| 11 | Duties of guide on tour (reports, payment, tip) |  |
| 12 | Managing a tour and responsibility of guide |  |
| 13 | Unexpected events and guide |  |
| 14 | Legislation of Profesional guiding |  |
| 15 | Final Exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** |  |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
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|  |  |  |
| **Total** |  |  |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  |  |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  |  |
| **Total** |  |  |

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| **COURSE CATEGORY** | Expertise/Field Courses |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills |  |  |  |  |  |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  |  |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  |  |  |  |
| 8 | Aims to train appropriate individual who respects democracy and human rights, also knows and behave social and ethical rules of profession. |  |  |  |  |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way on national and international environments and responsibility taker individuals are targeted. |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 3 | 45 |
| Mid-terms | 1 | 15 | 15 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 15 | 15 |
| **Total Work Load** |  |  | 120 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 3 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| RESEARCH METHODS | TIS13401 | 7 | 3 | 3 | 5 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Faculty |
| **Course Type** | Obligatory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Ugurlu |
| **Instructors** | Asst. Prof. Dr. Kaplan Ugurlu |
| **Assistants** | - |
| **Goals** | Both the production of scientific knowledge and to facilitate the students to take advantage of the information produced as well as to give information about the scientific method. |
| **Content** | This course will focus on the logic of scientific research, the research stages will be analysed and studied on the examples of quantitative and qualitative methods. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Defines the basic concepts of research techniques |  |  |
| Research Techniques explains the rationale for the classifications |  |  |
| Research Methods and uses data collection methods and techniques |  |  |
| Evaluate the importance of scientific research |  |  |
| The production of scientific knowledge of research techniques to evaluate the function |  |  |
| The criteria for scientific research to design appropriate research subjects |  |  |
| Given the subject of an investigation in accordance with the plans of scientific research methods |  |  |
| Given that a research develops appropriate solutions |  |  |
| Research the topic of the solutions can be analysed |  |  |
| Given the subject of a scientific research report in accordance with the rules make |  |  |
| Studies of scientific attitudes and behaviours of the award |  |  |

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| **Teaching Methods:** | Classical Class Education |
| **Assessment Methods:** | %40 Mid-terms examination, %60 Final examination |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | The Importance of Scientific Research |  |
| 2 | Basic Concepts of Research Techniques |  |
| 3 | Classification of Research Techniques |  |
| 4 | The Production of Scientific Knowledge of Research Techniques |  |
| 5 | The Criteria for Scientific Research Design |  |
| 6 | Data Collection Methods and Techniques |  |
| 7 | Planning of Scientific Research Methods |  |
| 8 | Research develops and Appropriate Solutions |  |
| 9 | Mid-term examination |  |
| 10 | Analysing the Research Solutions |  |
| 11 | Preparation of Scientific Research Report |  |
| 12 | Studies of scientific attitudes and behaviours of the award |  |
| 13 | Information about SPSS |  |
| 14 | Information about SPSS |  |
| 15 | Final examination |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | - |
| **Additional Resources** | Research Methods and Technics in Social Sciences |

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| **MATERIAL SHARING** | |
| **Documents** | - |
| **Assignments** | - |
| **Exams** | Mid-term and Final examinations |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | 40 |
|  |  |  |
|  |  |  |
| **Total** | 1 | 40 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | 60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | 40 |
| **Total** | 2 | 100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Targeted to graduates who uses Turkish language correctly and know more than one language |  | x |  |  |  |  |
| 2 | Besides theoretical training provided practical take on the job training |  |  | X |  |  |  |
| 3 | Provided excellent use of information technology-oriented profession |  |  |  | X |  |  |
| 4 | Expected that students will get the continuous development of vocational knowledge and skills |  |  |  |  | x |  |
| 5 | The aim is to educate students on rational thinking, innovative, creative and productivity ways |  |  |  |  | x |  |
| 6 | Researcher, participatory and collaborative development of individuals who are given priority in education for |  |  |  |  | x |  |
| 7 | The aim emphasis to train individuals who love nature and all living things as well as carrying of historical, cultural and social values |  |  |  |  | x |  |
| 8 | The aim is targeted to educate individuals who are respect for democracy and human rights, and act in compliance with the rules of professional ethics |  |  |  |  | x |  |
| 9 | The aim is targeted that graduates who can take responsibilities in occupational areas and national and international media as an individual representing our country in the best possible way |  |  |  |  | x |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 4 | 60 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 4 | 60 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 180 |
| **Total Work Load / 30 (h)** |  |  | 6 |
| **ECTS Credit of the Course** |  |  | 5 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| TOURISM POLICY AND PLANNING | TIS13403 | 7 | 3+0=3 | 3 | 5 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Türkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr Kaplan Uğurlu |
| **Instructors** | Asst. Prof. Dr. Mehmet Han Ergüven |
| **Assistants** |  |
| **Goals** | Students of public plans and policies at the level of understanding, interpretation and to provide skills development. |
| **Content** | Explain tourism politics with related to concepts. Tourism strategy of Turkey 2023 council decisions and reviews the importance of tourism. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Plan and explain concepts related to politics. | 1, 2 | A |
| Reviews the impact of tourism to regional development. | 1,2 | A |
| Comments tourism resources. | 1,2 | A |
| Reviews the importance of tourism demand. | 1,2 | A |
| Explain pricing strategies in tourism. | 1,2 | A |
| Tourism industry’s future comments. | 1,2 | A |

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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Concepts of tourism policy | Tourism policy |
| 2 | The goals of tourism policiy | Tourism policy |
| 3 | Tourism coucil decisions | Tourism decisions |
| 4 | The organisation and fuctioning of the ministery of culture and tourism | Ministery of culture and tourism |
| 5 | Planing of tourist demand | Tourist demand |
| 6 | Planing of the supply of tourism products | Tourism products |
| 7 | Planning of tourism promotion | Tourism promotion |
| 8 | Demand generation activiting | Generating of activiting |
| 9 | Tests | - |
| 10 | Planning of tourist goods and services | Tourist goods and services |
| 11 | Tourism planing of transportation systems | Transportation systems |
| 12 | Planing of human ressorces in tourism activities | Human ressorces |
| 13 | Cities: Sakarya, Istanbul | Destination |
| 14 | Regions: Cappadocia | Destination |
| 15 | Tests | - |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Turizm Politikalar, Orhan Batman & Oğuz Türkay, Değişim Yayınları, 2009 |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | x |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | x |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | x |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | x |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  |  | x |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  |  | x |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  |  | x |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 4 | 60 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 4 | 60 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 180 |
| **Total Work Load / 30 (h)** |  |  | 6 |
| **ECTS Credit of the Course** |  |  | 5 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| **EVALUATIOEVALUATION OF INVESTMENT** EVALUATION OF INVESTMENT PROJECTS**N OF INVESTMENT PROJECTS** | TIS13405 | 7 | 3+0=3 | 3 | 4 |

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| **Prerequisites** |  |

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| **Language of Instruction** | English |
| **Course Level** | Bachelor’s Degree |
| **Course Type** |  |
| **Course Coordinator** |  |
| **Instructors** |  |
| **Assistants** |  |
| **Goals** | Tourism enterprises based on the calculation of cost control and cost-efficiency analysis of events in the lecture. |
| **Content** | Accommodation and food and beverage management cost structure, the control phases, control methods, analysis, pricing, package tour costs within the scope of travel management, analytical approaches to cost control that will help |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1) Defines the basic concepts of investment and project these concepts and adapt the tourism sector. | 1,2,3 | A |
| 2) Investment projects and classify the contents of a project, describes the elements and importance. | 1,2,3 | A |
| 3) Know how to begin a project and can organize the stages of the feasibility study. | 1,2,3 | A |
| 4) Market analysis, demand forecasting, evaluates the importance of location for investment selection. | 1,2,3 | A |
| 5) What are the conditions of the tourism sector is to identify the critical success of a project. | 1,2,3 | A |
| 6) When a business capacity for the determination of the size and the total investment amount is calculated by sampling explains. | 1,2,3 | A |
| 7) Makes estimates of income and expense for business. | 1,2,3 | A |
| 8) The time value of money, interest account, annuity, illustrate the present and future value account. | 1,2,3 | A |
| 9) The project produces a valuation methodologies örneklendirerek scenario. | 1,2,3 | A |
| 10) Investment decisions based on the criteria, value-added criterion, in terms of capital output ratio criterion evaluates the investments in tourism. | 1,2,3 | A |

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| **Teaching Methods:** | 1: Lecture, 2:Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | The conceptual foundations of investment projects |  |
| 2 | Tourism investments in Turkey |  |
| 3 | Tourism investment properties |  |
| 4 | The steps in the preparation of investment projects in tourism |  |
| 5 | Economic research |  |
| 6 | Tourism Investments and Incentives |  |
| 7 | The process of investing in the tourism sector |  |
| 8 | Midterm exam |  |
| 9 | Technical analysis of investment projects in tourism |  |
| 10 | Total cost estimate |  |
| 11 | Financial analysis of investment projects in tourism |  |
| 12 | Analysis, evaluation of commercial projects |  |
| 13 | Macro analysis of investment projects |  |
| 14 | Case study |  |
| 15 | Final Exams |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Usta Öcal,(2009),Yatırım Projelerinin Değerlendirilmesi,Detay Yayıncılık |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Midterm Exam | 1 | 40 |
| Final Exam | 1 | 60 |
|  |  |  |
| **Total** | 2 | 100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  | 60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  | 40 |
| **Total** |  | 100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | x |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | x |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | x |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  | x |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  |  | x |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  |  | x |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  |  | x |  |
| 10 |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 2 | 30 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 120 |
| **Total Work Load / 30 (h)** |  |  | 4 |
| **ECTS Credit of the Course** |  |  | 4 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| TOUR PLANNING AND OPERATIONS | TIS13407 | 7 | 3 | 3 | 4 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Undergraduate |
| **Course Type** |  |
| **Course Coordinator** Asst. Prof. Dr. Kaplan Uğurlu |  |
| **Instructors** | Yrd. Doç. Dr. Sibel SÜ ERÖZ |
| **Assistants** |  |
| **Goals**This course aims to introduce students to travel industry businesses, tour operators, tour of the basic tasks of planning, preparation, marketing, and management process to teach students how to perform. |  |
| **Content**   |  | | --- | | In this course, tour operator and travel agency operating in the travel industry companies to introduce enterprise belletilmesi operation and functions of the tour types and the elements of duty tours, tour planning, the preparation of the round, and round the realization of the marketing of travel industry companies in addition to one of the important tasks Ticketing (Ticketing) issues are given. | |  |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1)Defines the development of tourist trips and travel sector. | 1,2,3 | A |
| 2) Travel sector enterprises operating in the operational and organizational structures of the main and the side is devoted. | 1,2,3 | A |
| 3) The relationship between travel operators and other tourism enterprises, and identifies the importance of these relationships. | 1,2,3 | A |
| 4)Travel industry describes the preparation of the basic services package tours. | 1,2,3 | A |
| 5)Basic services for travel industry Ticketing (ticketing), you can learn about. | 1,2,3 | A |
| 6)Tour officials can apply by obtaining relevant information about, and especially with tour guides | 1,2,3 | A |
| 7)Tour arrangement, ticketing, to make business deals, even if minimal grasp and apply the guidance issues. | 1,2,3 | A |
|  |  |  |
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| **Teaching Methods:** | 1: Lecture 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Midterm and Final exams C: Homework |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Development of Tourism and travel agency |  |
| 2 | Package tour |  |
| 3 | Tour management profession |  |
| 4 | Production of package tour |  |
| 5 | Tour planning and important of destination |  |
| 6 | Travel distribution systems |  |
| 7 | Tourist guide |  |
| 8 | mid term exam |  |
| 9 | Tourmanagement ofthe implementation ofpackage tours |  |
| 10 | The role oftour guidesin terms ofmanagement functions |  |
| 11 | Examples ofthe most commonly implemented toursin Turkey |  |
| 12 | Professional ethics |  |
| 13 | The organization oftraining andguidancein the world and Turkey |  |
| 14 | Practical work |  |
| 15 | Final exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Nazife Küçükaslan, Tur Planlaması ve Tur Yönetimi, Alfa Aktüel Yayınları, 2009. |
| **Additional Resources** | H. Suavi Ahipaşaoğlu, Turizmde Rehberlik, Detay Yayıncılık, 2001.  Osman E. Çolakoğlu, Fatih Epik, Ergün Efendi, Tur Yönetimi ve Turist Rehberliği, Detay Yayıncılık. |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| --- | --- | --- |
| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| MID-TERM EXAM | 1 | %40 |
| FINAL EXAM | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | 5 |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | 5 |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | 5 |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | 5 |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | 4 |  |  |
| 6 | The researcher, participants individualsare given priority to education and to train |  |  |  | 4 |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living |  |  |  |  | 5 |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behavesocial and ethical rules of  profession |  |  |  | 4 |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and internationalenvironmentsand responsibility taker individuals are targeted. |  |  |  | 4 |  |  |
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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 3 | 45 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 150 |
| **Total Work Load / 30 (h)** |  |  | 5 |
| **ECTS Credit of the Course** |  |  | 4 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Anatolian Civilizaions And History of Art | TIS13409 | 7 | 3+0=3 | 3 | 4 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor's Degree (First Cycle Programmes) |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Assistant professor Aysun EYÜBOĞLU ERŞEN |
| **Assistants** |  |
| **Goals** | During the long history of civilizations that lived in Anatolıa and the related art and architecture is to be recognized with the help of examples |
| **Content** | Lesson from Prehistory Period, Antiquity Anatolian Civilizations, Greek, Roman, Byzantine and Turkish principalities in Anatolia, the Anatolian Seljuk, Anatolian Principalities and discussed examples of Ottoman architecture and covers issues within the framework of Art. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1-Students, Anatolian Civilizations and History of Art Course the definitions of art-history, culture, architecture, functionality and other Professional disciplines gain an idea of the interest | 1,2,3 | A,C |
| 2-Students recognize the prehistoric civilization of the period | 1,2,3 | A,C |
| 3- Students will acquire knowledge about the history Central Asia, Turkey | 1,2,3 | A,C |
| 4- Students learn about Mesopotamian art and civilization | 1,2,3 | A,C |
| 5- Students will learn about the early period of Anatolian Civilizations | 1,2,3 | A,C |
| 6-Students recognize Greek Art and Civilization | 1,2,3 | A,C |
| 7-Students will learn about the works of the Roman Period, and. | 1,2,3 | A,C |
| 8-Students will learn about the Byzantine Period | 1,2,3 | A,C |
| 9- Students will learn about the Anatolian Seljuk Civilization | 1,2,3 | A,C |
| 10- Students will acquire knowledge about the period of principalities in Anatolia | 1,2,3 | A,C |
| 11- Students are the foundation ofb the Ottoman Empire, until the end of Westernization Period to learn about architecture and art | 1,2,3 | A,C |

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| **Teaching Methods:** | 1: Lecture, 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Testing, C: Homework |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | 1- Art, Culture and Architecture defines the relationship and  2- is related Professional disciplines of Art History  3-Prehistoric times, Palaeolithic, Mesolithic Age  4-Neolithic, Chalcolithic Age  5-Tunç Age | Consept Art History and related disciplines and the Prehistoric Ages |
| 2 | 1- Hun Art  2-Pre-Islamic Turkish Art  3-Göktürks  4-Uighurs | The Art of Central Asia Turkish States |
| 3 | 1- Sumerian Civilization  2-Akkadians  3-Assyrian Civilization  4-Babylonian Civilization  5-Egyptian Civilization | Mesopotamian Art |
| 4 | 1-Egyptian Art  2-Hittite Civilization  3-Phrygian Civilization  4-Lydia Civilization | Mesopotamia, Anatolia Antiquity |
| 5 | 1- Urartu Civilization  2-Aegean Civilization  3-Phoenician Civilization | Antiquity Anatolian Civilizations |
| 6 | 1- Greek Architecture  2-Greek Art | Greek Civilization |
| 7 | 1- Roman Architecture  2- Roman art | Roman Civilization |
| 8 | 1- Roman Architecture  2-Early Christian Period  3-Byzantine Architecture  4-Byzantine Art | Byzantine Civilization |
| 9 | Midterm Exams |  |
| 10 | 1- The first Turkish invasions of Anatolia  2-Anatolian Turkish Art  3-Anatolian Seljuks, Saltuklular, Danışmentliler, Artukids | Anatolia Turkish Civilization |
| 11 | Anatolian Seljuk Architecture, examples | Anatolia Turkish Civilization |
| 12 | Architecture Osmanoğulları Principality other Emirates and Architecture | Period principalities in Anatolia |
| 13 | Early Ottoman Architecture, samples | Ottoman Architecture and Art |
| 14 | Classic examples of Ottoman architecture and | Ottoman Architecture and Art |
| 15 | 1-Period of Westernization, Architecture and Art  2-Tanzimat Period Arcitecture | Ottoman Architecture and Art |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Doğsn, HASOL (1995) Encyclopedic Dictionary of Architecture, İstanbul, YEM Publications |
| **Additional Resources** | -Adnan TURANİ, (1992) World Art History, İstanbul, Remzi Bookstore  2- Art History 1-2, The Ministry of Education publications  3-Yaşar ÇORUHLU(2007) Early Turkish Art ,İstanbul, Kabalcı Publications  4- Yaşar ÇORUHLU (1993) The ABCs of Turkish Art, İstanbul, Simavi Publications  5-Oktay ASLANAPA (1991) The First Turkish Architecture in Anatolia, Ankara, AKDTYK Publications  6-Üstün ALSAÇ (1992) Turkish Architecture, İstanbul, İletişim Publications  7- Rudolf NAUMANN (1991)Architecture in Ancient Anatolia, Ankara, Turkish History Setup. Printing House  8-Oktay ASLANAPA(1990) Turkish Art, Ankara, publications of the Ministry of Culture |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** | Investigation and presentation of the topıc chosen by the students of the course topics. |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-term Exams | 1 | 30 |
| Homework | 1 | 20 |
| **Total** |  | 50 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  | 50 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  | 50 |
| **Total** |  | 100 |

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| **COURSE CATEGORY** | Expertise / Field Courses |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Enables students to acquıre information about the civiilizations of Anatolia |  |  |  | x |  |  |
| 2 | Tourism Management graduate students of art gives effective |  |  |  | x |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 3 | 45 |
| Mid-terms | 1 | 3 | 6 |
| Quiz | - | - | - |
| Homework | 1 | 10 | 10 |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 3 | 6 |
| **Total Work Load** |  |  | 112 |
| **Total Work Load / 30 (h)** |  |  | 3,73 |
| **ECTS Credit of the Course** |  |  | 4 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Total Quality Management in Tourism Management | TIS13411 | 7 | 3+0=3 | 3 | 4 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Elective course |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Nilüfer VATANSEVER TOYLAN |
| **Assistants** |  |
| **Goals** | Quality in tourism enterprises and the related concepts are explained and is aimed to explain practices about the use of quality tools in the tourism industry. |
| **Content** | Total quality management in tourism enterprises and the components of total quality management are the scope of the course. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Explaining developments in the field of business management. | 1, 2,3,4,6,7 | A, C |
| Listing of conceptual developments in the field of management | 1,2,3,4,8,10 | A, C |
| examining the origins and philosophical background of the concept of quality. | 1,2,3,4,6,7,8,10,12,15 | A, C |
| Examining the importance of the concept of quality. | 1,2,3,4,6,7,8,10,12,15 | A, C |
| Explaining the developments related to quality. | 1,2,3,4,6,7,8,10,12,15 | A, C |
| Classifying the elements and tools of quality. | 1,2,3,4,6,7,8,10,12,15 | A, C |
| Comment the separation of ISO quality standards. | 1,2,3,4,6,7,8,10,12,15 | A, C |
| Preparing calendar for the standardization of the quality of a business | 1,2,3,4,6,7,8,10,12,15 | A, C |

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| **Teaching Methods:** | 1: Lecture, 2: Question-Answer, 3: Discussion, 4: Drilland Practice, 6: Motivations to Show, 7: Role Playing, 8: Group Study, 10: Brain Storming, 12: Case Study, 15: Problem Solving |
| **Assessment Methods:** | A: Testing, C: Homework (literature research) |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Quality and related topics | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi, 1. Chapter |
| 2 | Total quality management for tourism industry | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi 2. Chapter |
| 3 | Total quality management in hospitality business | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi, 3. Chapter |
| 4 | Total quality management in hospitality business | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi 3. Chapter |
| 5 | Total quality management in hospitality business | www.sciencedirect.com |
| 6 | TQM in food and beverage business | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi, 4. Chapter |
| 7 | TQM in food and beverage business | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi, 4. Chapter |
| 8 | TQM in food and beverage business | www.sciencedirect.com |
| 9 | Mıdterm Exam |  |
| 10 | TQM in travel agencies | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi, 5. Chapter |
| 11 | TQM in travel agencies | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi, 5. Chapter |
| 12 | TQM in travel agencies | www.sciencedirect.com |
| 13 | TQM in yacht cruise and marina business | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi, 6. Chapter |
| 14 | TQM in yacht cruise and marina business | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi, 6. Chapter |
| 15 | A general overview for TQM in tourism businesses | Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi |

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| **RECOMMENDED SOURCES** | |
| **Textbook:** Yrd.Doç.Dr. Şehnaz Demirkol, Prof.Dr. Muhsin Halis, Turizm İşletmelerinde Toplam Kalite Yönetimi |  |
| **Additional Resources:** [**www.sciencedirect.com**](http://www.sciencedirect.com) **(related articles about TQM and Tourism industry)** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** | Expertise/Field Course |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  | x |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  | x |  |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  | x |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | x |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | x |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | x |  |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | x |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 2 | 30 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 25 | 25 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (Literature research on web site as sciencedirect etc.) |  |  |  |
| Final examination | 1 | 35 | 35 |
| **Total Work Load** |  |  | 120 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 4 |

**8.SEMESTER**

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| GRADUATİONS PROJECTS | TIS13402 | 8 | 0+2=2 | 1 | 6 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Elective course |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Nilüfer VATANSEVER TOYLAN |
| **Assistants** |  |
| **Goals** |  |
| **Content** |  |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Having enough educational background in Law, Accountancy, Basic Business Administration, Management and in issues related to his/her field, acquiring conceptual and applied knowledge. | 1, 2 | B |
| Bu using the basic knowledge and skills acquired in his/her field of study, to have the ability to evaluate and interpret the data, to define and analyze the problems, to make solution suggestions based on evidence and proofs | 1,2 | B |
| To choose and use efficiently contemporary techniques and means as well as information technologies required for the applications related to the field of study. | 1,2 | B |
| To have the capability to design, plan and realize the projects by using the vocational settings and tools in the related field of study | 1,2 | B |
| To gain the ability to produce solutions to unforeseen situations, take responsibility in teams and to have the skill to conduct individual Works | 1,2 | B |
| To have a command of communication skills and foreign language in order to communicate efficiently and follow the latest developments in his/her field of study | 1,2 | B |

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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer |
| **Assessment Methods:** | B: Oral Exam |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Distributed to students study topics | Handouts of Department / Faculty Thesis Guide |
| 2 | General introduction to research methods and research planning | Handouts of Department / Faculty Thesis Guide |
| 3 | Access to primary and secondary research sources | Handouts of Department / Faculty Thesis Guide |
| 4 | Reached in the process of compilation of resources, transfer and transmission types of text | Handouts of Department / Faculty Thesis Guide |
| 5 | Development of the project / survey / sample surveys / demonstration projects | Handouts of Department / Faculty Thesis Guide |
| 6 | The contents of the study and the preparation of documents | Handouts of Department / Faculty Thesis Guide |
| 7 | Preparation the preface, abstract, tables, figures and graphics | Handouts of Department / Faculty Thesis Guide |
| 8 | organizing the bibliography | Handouts of Department / Faculty Thesis Guide |
| 9 | Supervision of compliance with the rules of spelling errors, removal / Mid-term exam |  |
| 10 | Evaluation of the results obtained in this study | Handouts of Department / Faculty Thesis Guide |
| 11 | Ethics in scientific studies | Handouts of Department / Faculty Thesis Guide |
| 12 | Presentation Techniques / preparation of presentation |  |
| 13 | Workshop |  |
| 14 | Collective presentation of the work. |  |
| 15 | Collective presentation of the work. |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Department / Faculty Thesis Guide |
| **Additional Resources** | Türkbal, Aydın, Bilimsel Araştırma Yöntemleri ve Yazma Teknikleri, Aktif Yayınevi, 2003, İstanbul |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** | Transferable Skills Courses |

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| --- | --- |
| No | Program Learning Outcomes |
| 1 | 2 | 3 | 4 | 5 |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  | X |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | x |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  | x |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | x |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | x |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | x |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | x |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 2 | 30 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 30 | 30 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) | 1 | 80 | 80 |
| Others (Research, investigate, reading, writing, analysing) |  |  |  |
| Final examination | 1 | 40 | 40 |
| **Total Work Load** |  |  | 210 |
| **Total Work Load / 30 (h)** |  |  | 7 |
| **ECTS Credit of the Course** |  |  | 8 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Beginning of job training | TIS13404 | 8 | 0+2=2 | 4 | 8 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Elective course |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Nilüfer VATANSEVER TOYLAN |
| **Assistants** |  |
| **Goals** | Preparing students of applied fileds to business life and teaching them the neccessary qualifications demanded by the market and enabling them to gain requisite skills, behaviors, and practical knowledge |
| **Content** | Applying the production and service processes in public and private organizations. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| By field application, improving and enhancing their skills in production and service processes in public and private organizations | 1,4,5,6,8,13,14,16 | B,D,F |

|  |  |
| --- | --- |
| **Teaching Methods:** | 1: Lecture, 4: Drilland Practice, 5: Demonstration, 6: Motivations to Show, 8: Group Study, 13: Lab / Workshop, 14: Self Study, 16: Project Based Learning |
| **Assessment Methods:** | B: Oral Exam, D: Project / Design, F: Performance Task |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Introducing the content of the course and 3+1 model, placing students to businesses |  |
| 2 | Studying and applying the related processes in the field |  |
| 3 | Studying and applying the related processes in the field |  |
| 4 | Studying and applying the related processes in the field |  |
| 5 | Studying and applying the related processes in the field |  |
| 6 | Studying and applying the related processes in the field |  |
| 7 | Studying and applying the related processes in the field |  |
| 8 | Studying and applying the related processes in the field |  |
| 9 | Mid-term exam | İnterim report presentation |
| 10 | Studying and applying the related processes in the field |  |
| 11 | Studying and applying the related processes in the field |  |
| 12 | Studying and applying the related processes in the field |  |
| 13 | Studying and applying the related processes in the field |  |
| 14 | Studying and applying the related processes in the field |  |
| 15 | Studying and applying the related processes in the field |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Department / Faculty Practice Guidelines |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** | Filling the various documents required for job training |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Project | 1 | 100 |
|  |  |  |
|  |  |  |
| **Total** |  | 100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |  | 50 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |  | 50 |
| **Total** |  | 100 |

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| --- | --- |
| **COURSE CATEGORY** | Basic Occupational Courses |

|  |  |
| --- | --- |
| No | Program Learning Outcomes |
| 1 | 2 | 3 | 4 | 5 |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | x |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | x |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | x |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  | x |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  |  | x |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | x |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | x |  |

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| --- | --- | --- | --- |
| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 5 | 75 |
| Project | 15 | 5 | 75 |
| Final examination | 1 | 50 | 50 |
| **Total Work Load** |  |  | 210 |
| **Total Work Load / 30 (h)** |  |  | 7 |
| **ECTS Credit of the Course** |  |  | 6 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Management of Recreatıon And Anımatıon | TİS13406 | 8 | 3+0=3 | 3 | 3 |

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| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Bachelor’s Degree (First Cycle Programmes) |
| **Course Type** | Elective course |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Nilüfer VATANSEVER TOYLAN |
| **Assistants** |  |
| **Goals** | To inform students about spare time and recreation concepts. |
| **Content** | Definition of Recreation Socioiogical evolution of recreation. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Having enough educational background in Law, Accountancy, Basic Business Administration, Management and in issues related to his/her field, acquiring conceptual and applied knowledge. | 1, 2 | A, F |
| Bu using the basic knowledge and skills acquired in his/her field of study, to have the ability to evaluate and interpret the data, to define and analyze the problems, to make solution suggestions based on evidence and proofs | 1,2,3 | A, F |
| To choose and use efficiently contemporary techniques and means as well as information technologies required for the applications related to the field of study. | 1,2,3 | A, F |
| To have the capability to design, plan and realize the projects by using the vocational settings and tools in the related field of study | 1,2,3 | A, F |

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| **Teaching Methods:** | 1. Lecture, 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Testing, F: Performans Task |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Giving general information about the course and distribution of a study subject |  |
| 2 | The concept of time and leisure |  |
| 3 | Basic functions of idle time. And the factors affecting |  |
| 4 | Definition of recreation and properties |  |
| 5 | Classification of recreation activity areas |  |
| 6 | Reasons for the need for Recreation |  |
| 7 | Recreation planning and organization of programs |  |
| 8 | Recreation and sport |  |
| 9 | Mıdterm Exam |  |
| 10 | Animation theory |  |
| 11 | Animation services, management |  |
| 12 | Management processes |  |
| 13 | Preparation and implementation of programs in Animation |  |
| 14 | Practical animation activities |  |
| 15 | Fınal Exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Rekreasyon ve Animasyon Yönetimi, Yrd.Doç.Dr. Atila Hazar, Detay 2003 Ankara |
| **Additional Resources** | Boş zaman ve rekreasyon yönetimi, Prof:Dr.Necdet Hacıoğlu, 2003, Ankara, Detay |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| --- | --- | --- |
| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** | Basic occupational Courses |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  | x |  |  |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  | x |  |  |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  | x |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | x |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train. |  |  |  | x |  |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  | x |  |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  | x |  |  |

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| --- | --- | --- | --- |
| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 2 | 30 |
| Hours for off-the-classroom study (Pre-study, practice for performance) | 15 | 2 | 30 |
| Mid-terms | 1 | 10 | 10 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 20 | 20 |
| **Total Work Load** |  |  | 90 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 3 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| COST ANALYSIS OF TOURISM ENTERPRISES | TIS13408 | 8 | 3+0=3 | 3 | 3 |

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| **Prerequisites** |  |

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| **Language of Instruction** | English |
| **Course Level** | Bachelor’s Degree |
| **Course Type** |  |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** | Adil AKINCI |
| **Assistants** |  |
| **Goals** | Tourism enterprises based on the calculation of cost control and cost-efficiency analysis of events in the lecture. |
| **Content** | Accommodation and food and beverage management cost structure, the control phases, control methods, analysis, pricing, package tour costs within the scope of travel management, analytical approaches to cost control that will help |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1)Students need to make cost-benefit analysis, cost tables to interpret. | 1,2,3 | A |
| 2)Classify and distribute the full costs in hotels | 1,2,3 | A |
| 3)Calculate break-even point for Enterprises. | 1,2,3 | A |
| 4)If necessary, prepare the income-expenditure statement. | 1,2,3 | A |
| 5)Have an appreciation of how costs can be reduced. | 1,2,3 | A |
| 6)When needed, business owners, partners and employees can make a presentation on the costs. | 1,2,3 | A |

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| **Teaching Methods:** | 1: Lecture, 2:Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Testing |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Fundamental concepts, terms and classifications |  |
| 2 | Fundamental concepts, terms and classifications (continued) |  |
| 3 | The examination of costs |  |
| 4 | The examination of costs (continued) |  |
| 5 | Relating costs with services |  |
| 6 | Relating costs with services (continued) |  |
| 7 | Cost accounting recording system |  |
| 8 | Midterm Exam |  |
| 9 | Cost calculation system |  |
| 10 | Cost allocation |  |
| 11 | Cost allocation(continued) |  |
| 12 | Break-even analysis |  |
| 13 | Break-even analysis(continued) |  |
| 14 | Phase cost method |  |
| 15 | Final Exam |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Usal Alparslan, (2006),Turizm İşletmelerinde Maliyet Analizi, Detay Yayıncılık |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| --- | --- | --- |
| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | x |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | x |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  |  | x |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  |  | x |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  |  | x |  |
| 6 | The researcher, participants individualsare given priority to education and to train. |  |  |  |  | x |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living. |  |  |  |  | x |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behavesocial and ethical rules of  profession. |  |  |  |  | x |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and internationalenvironmentsand responsibility taker individuals are targeted. |  |  |  |  | x |  |
| 10 |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 20 | 20 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 25 | 25 |
| **Total Work Load** |  |  | 120 |
| **Total Work Load / 30 (h)** |  |  | 4 |
| **ECTS Credit of the Course** |  |  | 3 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| FINANCAL MANAGEMENT IN TOURISM ENTERPRISES | TIS13410 | 8 | 3 | 3 | 3 |

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| **Prerequisites** |  |

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| **Language of Instruction** | Turkish |
| **Course Level** | Undergraduate |
| **Course Type** | Compulsory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Uğurlu |
| **Instructors** |  |
| **Assistants** |  |
| **Goals** | Science andtechnologyto gainincreasingly importantin today's worldof finance. Monetizing of markets, development ofinformation technologiesand therapidgrowth ofthe global trading systemof the importance ofthefinance functionof public and privateenterprisesis increasing rapidly. This course willprovideparticipantsneededfinancialinformationretrospectively, to introducethe main issuesof financial managementwithin the framework ofcorporate finance, financial decisionsnecessaryto understandthe basic concepts andprinciples, and seek to provideinformationon the management ofasset resource relations. |
| **Content** | Description of financial management, time value of money, financial analysis, financial planning and control, short-term sources of funding,the medium-termsources of funding,long-termsources of funds, cost of capital andoptimal capital structure,dividend policy, working capitalmanagement, cashmanagementand cash equivalents, receivables, and inventory management, capital budgeting, money and capital market(tools, institutions),the valuation ofstocks and bonds. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| Gaining knowledge ofthe basic principlesof financial management | Lecture andclass discussion |  |
| Review thefinancialdecisions offirms | Lecture andclass discussion |  |
| Financialanalysis and forecastinganalysison issues ofcapital structure | Lecture andclass discussion |  |
| To beable to make Financial managementfunctions of thefirmshave the authorityto implementandassessment | Lecture andclass discussion |  |

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| **Teaching Methods:** | Coursedescription andapplicationformwill be madein an interactivemanner. After theapplication oftheoretical knowledgewith the help ofvisual presentationsand exampleswillwork. Studentsattendance,assignmentsand prepareto follow theadditional workrelated to the courseawaited. |
| **Assessment Methods:** | Classicalwritten examsandin-classassessment |

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| --- | --- | --- |
| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Introduction -Financial System, Financial Objectives andFinance Function |  |
| 2 | Time Value of Money -Future /Present Value |  |
| 3 | Time Value of Money -Annuities, Application |  |
| 4 | Risk and Return |  |
| 5 | Financial Statements -Cash Flow Statement |  |
| 6 | Financial Analysis -Ratio Analysis |  |
| 7 | General Reviewand Practice |  |
| 8 | Financial Analysis(Continued) -Leverages |  |
| 9 | Financial Analysis(Continued) -Break-Even Analysis |  |
| 10 | Working Capital Management |  |
| 11 | Financial Planning |  |
| 12 | Capital Budgeting |  |
| 13 | Capital Cost |  |
| 14 | General Reviewand Practice |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Financial Management Notes |
| **Additional Resources** | E. F. Brigham, M. C. Ehrhardt, Financial Management – Theory and Practice, Twelfth Edition, Thomson Higher Education, USA. |

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| **MATERIAL SHARING** | |
| **Documents** | Writtenand electronic resources |
| **Assignments** |  |
| **Exams** | Midterm ExamandFinal Exam |

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| --- | --- | --- |
| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Midterm Exam | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | 100 |

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| --- | --- |
| **COURSE CATEGORY** |  |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | To have knowledge ofthe basic concepts andideasof the science ofbusiness. |  |  |  |  |  |  |
| 2 | Within the organizational structure, production, planning andcontrolhas to understandthe stepsto befunctioning. |  |  |  |  |  |  |
| 3 | Theproduction ofbasic businessfunctionsof accountingand finance,marketingand management functionsto take part inthe operationand decision-making. |  |  | x |  |  |  |
| 4 | To understand team workandthe roleandbe able toworkeffectively inteams. |  |  |  |  |  |  |
| 5 | To bedominated byinformation technology, and useeffectivelywithin the organizational structure. |  |  |  |  |  |  |
| 6 | To haveeffective communication skillsboth written and oral. |  |  |  |  |  |  |
| 7 | To havethe necessary information of businesslaw andthe legalarrangements. |  |  |  |  |  |  |
| 8 | To have knowledge and skillstoanalyze andpolicy issues of accounting and financialpractices. |  |  |  |  | x |  |
| 9 | Applythe basic techniquesof project managementknowledge. |  |  | x |  |  |  |
| 10 | To have asensitivity toissuesof business ethicsand social responsibility. |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 20 | 20 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 25 | 25 |
| **Total Work Load** |  |  | 120 |
| **Total Work Load / 30 (h)** |  |  | 4 |
| **ECTS Credit of the Course** |  |  | 3 |

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| --- | --- | --- | --- | --- | --- |
| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| CURRENT ISSUES OF TOURSIM | TIS13412 | 8 | 3 | 3 | 3 |

|  |  |
| --- | --- |
| **Prerequisites** | - |

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| **Language of Instruction** | Turkish |
| **Course Level** | Faculty |
| **Course Type** | Obligatory |
| **Course Coordinator** | Asst. Prof. Dr. Kaplan Ugurlu |
| **Instructors** | Asst. Prof. Dr. Kaplan Ugurlu |
| **Assistants** | - |
| **Goals** | Tourism industry together with the existing problem areas and discuss solutions for these areas, and look to gain an idea of tourism development, difficulties arising from the application of light by holding students to gain a theoretical ability to use what they have learned in the face of industry problems |
| **Content** | In this course, for the development of tourism industry throughout the world and Turkey in the current problems in the case of analysis, evaluation, interpretation and other current issues will be discussed in detail in all matters concerning |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| When asked about the industrial relations solutions to certain problems |  |  |
| Tourism businesses determine the effectiveness and efficiency of the sources of problems when asked |  |  |
| Recommends that the tourism sector solutions to structural problems |  |  |
| Are estimated in the development of the sector |  |  |
| Depending on the dynamics of the development problems and look to develop their career |  |  |
| Determine the problem areas affecting tourism present lists |  |  |

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| **Teaching Methods:** | Classical Class Education |
| **Assessment Methods:** | %40 Mid-terms examination, %60 Final examination |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | An assessment of residential (secondary home) and timeshare resorts in Turkey and in-circuit condition |  |
| 2 | The relationship between travel agents and hotel enterprises |  |
| 3 | Tourism relationships of Local Governments |  |
| 4 | National and international tourism organizations |  |
| 5 | Tourism investments and incentives |  |
| 6 | Integration of Turkey with European institutions |  |
| 7 | Tourism and environmental issues |  |
| 8 | Tourism enterprises and business employees' social security rights |  |
| 9 | Mid-terms examinations |  |
| 10 | Domestic travel market |  |
| 11 | Tourism and education |  |
| 12 | Technological developments in the implementation of tourism |  |
| 13 | Diversification of tourism and alternative tourism opportunities |  |
| 14 | New distribution channels in the tourism sector |  |
| 15 | Final examination |  |

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| --- | --- |
| **RECOMMENDED SOURCES** | |
| **Textbook** | Kaplan Uğurlu, Lecture Notes |
| **Additional Resources** |  |

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| **MATERIAL SHARING** | |
| **Documents** | - |
| **Assignments** | - |
| **Exams** | Mid-term and Final examinations |

|  |  |  |
| --- | --- | --- |
| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms examination | 1 | %40 |
| Final Exam | 1 | %60 |
|  |  |  |
| **Total** | 2 | %100 |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 1 | %60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %40 |
| **Total** | 2 | %100 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Targeted tograduateswho uses Turkish language correctly and knowmore than onelanguage |  | x |  |  |  |  |
| 2 | Besidestheoretical trainingprovidedpracticaltake on the job training | x |  |  |  |  |  |
| 3 | Providedexcellent useof information technology-oriented profession |  |  | x |  |  |  |
| 4 | Expected that studentswill get thecontinuous development ofvocational knowledge and skills |  |  |  |  | x |  |
| 5 | The aim is to educate students on rational thinking,innovative, creativeand productivity ways |  |  |  |  | x |  |
| 6 | Researcher, participatory and collaborativedevelopment of individuals whoare given priority ineducationfor |  |  |  |  | x |  |
| 7 | The aim emphasis to train individuals who love nature and all living things as well as carrying of historical, cultural and social values |  |  |  |  | x |  |
| 8 | The aim is targeted to educate individuals who are respect for democracy and human rights, and act in compliance withthe rules ofprofessional ethics |  |  |  |  | x |  |
| 9 | The aim is targeted that graduates who can take responsibilities in occupational areasandnational and internationalmediaas an individualrepresentingour country in thebest possible way |  |  |  |  | x |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 2 | 30 |
| Mid-terms | 1 | 5 | 5 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination | 1 | 10 | 10 |
| **Total Work Load** |  |  | 90 |
| **Total Work Load / 30 (h)** |  |  | 3 |
| **ECTS Credit of the Course** |  |  | 3 |

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| **COURSE INFORMATON** | | | | | |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| KONGRE VE FUAR YÖNETİMİ | TIS13414 | 8 | 3 | 3 | 3 |

|  |  |
| --- | --- |
| **Prerequisites** |  |

|  |  |
| --- | --- |
| **Language of Instruction** | Turkish |
| **Course Level** | Undergraduate |
| **Course Type** | TIS 13422 |
| **Course Coordinator** |  |
| **Instructors** |  |
| **Assistants** |  |
| **Goals** | In this course, students with general information about the meeting of congress and fair tourism organization aims at providing skills techniques. |
| **Content** | This world-class convention and exhibition organizations and ın Turkey handled the situation, the meeting after giving general information about all organizations within the scope of tourism, convention and exhibition organization techniques will be discussed. |

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| **Learning Outcomes** | **Teaching Methods** | **Assessment Methods** |
| 1)Congress and the exhibition and explains all relevant concepts. | 1,2,3 | A |
| 2)Demand for flexible depending on the conditions in the field of tourism management to cope with the continuous fluctuation in terms of sectoral level allows. | 1,2,3 | A |
| 3)The importance of the congress and fair organizations with their own sentence refers to. | 1,2,3 | A |
| 4)Turkey 's comments congress tourism issues. | 1,2,3 | A |
| 5)The international convention market in Turkey 's comments congress tourism opportunities. | 1,2,3 | A |
| 6) Tourism management and related issues which do not need those to do with the subject by informing them the ideas of possible approaches to the problems clearly in writing and verbally pass. | 1,2,3 | A |
| 7) The socio-economic structure of tourism within the country and the importance of this structure refers to his own sentences. | 1,2,3 | A |
| 8)A new entity to be established in other areas of tourism and service sector develops recommendations regarding the investment stage. | 1,2,3 | A |

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| **Teaching Methods:** | 1: Lecture 2: Question-Answer, 3: Discussion |
| **Assessment Methods:** | A: Midterm and Final exams C: Homework |

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| **COURSE CONTENT** | | |
| **Week** | **Topics** | **Study Materials** |
| 1 | Definition and History of Congress |  |
| 2 | Congress Tourism Impacts |  |
| 3 | Congress Tourism Organization |  |
| 4 | Congress Planning Organization |  |
| 5 | Congress Services Management |  |
| 6 | Activities during of Congress |  |
| 7 | Activities of After Congress |  |
| 8 | midterm exams |  |
| 9 | Market Development of the World Congress |  |
| 10 | Congress Tourism Supply Analysis and Investigation of the Tourism Opportunities in Turkey |  |
| 11 | Congress Tourism Demand Analysis and Investigation of the Structure of Turkish tourism demand |  |
| 12 | Exhibition Concept |  |
| 13 | Development of Exhibitions in Turkey |  |
| 14 | Relationship Between Tourism and Trade Exhibitions |  |
| 15 | Final exams |  |

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| **RECOMMENDED SOURCES** | |
| **Textbook** | Yusuf Aymankuy, “Kongre Turizmi ve Fuar Organizasyonları”, Detay Yayıncılık, 2006. |
| **Additional Resources** |  |

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| --- | --- |
| **MATERIAL SHARING** | |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| --- | --- | --- |
| **ASSESSMENT** | | |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| MID-TERM EXAM | 1 | %40 |
| FINAL EXAM | 1 | %60 |
|  |  |  |
| **Total** |  |  |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** | 2 | %100 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** | 1 | %60 |
| **Total** | 1 | %40 |

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| **COURSE CATEGORY** |  |

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| **COURSE'S CONTRIBUTION TO PROGRAM** | | | | | | | |
| No | Program Learning Outcomes | Contribution | | | | | |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  |  | 5 |  |
| 2 | On the job practical training as well as theoretical training is provided. |  |  |  |  | 5 |  |
| 3 | Excellent use of subject-oriented information technology is provided. |  |  |  | 4 |  |  |
| 4 | Students is expected to continuously improve the professional knowledge and skills. |  |  |  | 4 |  |  |
| 5 | Rational thinking, innovative, creative and productive individuals training is targeted. |  |  |  | 4 |  |  |
| 6 | The researcher, participants individuals are given priority to education and to train |  |  |  |  | 5 |  |
| 7 | Aims to train individuals who emphasis historical, cultural and social values, and love nature and all living |  |  |  |  | 5 |  |
| 8 | Aims to train appropriate individual who respects democracy and  human rights, also knows and behave social and ethical rules of  profession |  |  |  | 4 |  |  |
| 9 | On professional areas create graduates who can represent our country in the best way  on national and international environments and responsibility taker individuals are targeted. |  |  |  |  | 5 |  |
| 10 | Graduates who use correct Turkish and speaks more than one foreign language are targeted. |  |  |  | 4 |  |  |
| 11 | On the job practical training as well as theoretical training is provided. |  |  |  |  | 5 |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** | | | |
| Activities | Quantity | Duration (Hour) | Total Workload (Hour) |
| Course Duration (Including the exam week: 15x Total course hours) | 15 | 3 | 45 |
| Hours for off-the-classroom study (Pre-study, practice) | 15 | 1 | 15 |
| Mid-terms | 1 | 10 | 10 |
| Quiz |  |  |  |
| Homework |  |  |  |
| Practice(Lab., Workshop, Area,…Reports) |  |  |  |
| Others (………………………………………………) |  |  |  |
| Final examination |  |  |  |
| **Total Work Load** | 1 | 20 | 20 |
| **Total Work Load / 30 (h)** |  |  | 90 |
| **ECTS Credit of the Course** |  |  | 3 |