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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Course Unit Title** | | | Introduction to Business Management II | | | | |
| **Course Unit Code** | | | ABSM102 | | | | |
| **Type of Course Unit** | | | Compulsory | | | | |
| **Level of Course Unit** | | | Associate Degree | | | | |
| **Number of ECTS Credits Allocated** | | | 6 | | | | |
| **Theoretical (hour/week)** | | | 3 | | | | |
| **Practice (hour/week)** | | | - | | | | |
| **GAU LOGOLaboratory (hour/week)** | | | - | | | | |
| **Year of Study** | | | 1 | | | | |
| **Semester when the course unit is delivered** | | | 2 | | | | |
| **Name of Lecturer** | | | Assist. Prof. Dr. Ilker Cingillioglu | | | | |
| **Mode of Delivery** | | | Face to Face | | | | |
| **Language of Instruction** | | | English | | | | |
| **Prerequisities and co-requisities** | | | None | | | | |
| **Recommended Optional Programme Components** | | | None | | | | |
| **Work Placement(s)** | | | - | | | | |
| **Objectives of the Course** | | | The objective of this course is to expose students to the theories of management, organizational theory, and the practice of management in contemporary organizations from a conceptual, analytical, and pragmatic perspective. The course is a study of how to be better managers and aims at developing skills and knowledge needed to successfully manage an organization. | | | | |
| **Learning Outcomes (LO)** | | | 1. Recognize the role of management in modern organizations and explain the role of planning, organizing, staffing, leading and controlling in management; 2. Understand the applications of organizational management structures and strategies; 3. Understand the types of decisions made in business, and be familiar with the steps in the decision-making process; 4. Be familiar with some of the most important concepts of management including the marketing mix, human resources management, balance sheets and income statements, and compound interest. | | | | |
| **Course Contents** | | | This course provides students with an introduction to the basic concepts of management with a focus on planning, organizing, leading, and controlling organizations; and functions of management at introductory level in general and strategic management, marketing, accounting, human resource management, and financial management. | | | | |
| GAU LOGO**Weekly Detailed Course Contents** | **WEEKS** | | **TOPICS** | | | | |
| **Theoretical Courses** | | | | **Application** |
| 1 | | Introduction to the course | | | | In-class Lecture |
| 2 | | What is Management and what do managers do? | | | | In-class Lecture |
| 3 | | Organizational Stakeholders and Culture | | | | In-class Lecture |
| 4 | | Decision Making Process | | | | In-class Lecture |
| 5 | | Globalization and Its Impact | | | | In-class Lecture |
| 6 | | Market Economics, Supply & Demand | | | | In-class Lecture |
| 7 | | Marketing and Marketing Mix | | | | In-class Lecture |
| 8 | | Mid-term Examination | | | | Exam |
| 9 | | Decision Trees and Planning | | | | In-class Lecture |
| 10 | | Strategic Management | | | | In-class Lecture |
| 11 | | Early Theories of Setting Goals and Organizational Design | | | | In-class Lecture |
| 12 | | Human Resource Management | | | | In-class Lecture |
| 13 | | Basic Introduction to Accounting: Balance Sheets and Income Statements | | | | In-class Lecture |
| 14 | | Managing Finances: Time Value of Money, Compound Interest and Growth | | | | In-class Lecture |
|  | 15 | | Final Examination | | | | Exam |
| **Textbook / Material / Recommended Readings** | **Main Textbook:**  Cingillioglu Ilker (2016). Management Essentials – for Organizational Success. Charleston: Amazon.com  **Electronic Resources:**  <http://www.ealerning.gau.edu.tr/>  <http://cybrary.gau.edu.tr/> | | | | | | |
| **ASSESSMENT** | | | | | | | |
| **Semester (Year) Interior Activities** | | **Number** | | | **Semester (year) Note the% Contribution to** | | |
| Attendance & Participation | | 14 | | | 10% | | |
| Homeworks | | - | | | 0 % | | |
| Mid-term Exam | | 1 | | | 30% | | |
| Final Exam | | 1 | | | 60% | | |
| **TOTAL** | |  | | | **100%** | | |
| **Course Learning, Teaching and Assessment Activities in the Framework Calculation of the workload** | | | | | | | |
| **Activities** | | | | **Number** | **Duration (hour)** | **Total Workload(hour)** | |
| GAU LOGOHours per week (theoretical) | | | | 14 | 3 | 42 | |
| Hours per week (Application) | | | | - | - | - | |
| Internet and Library Research | | | | 1 | 28 | 28 | |
| Preparing Reports and Presentation of Assignments | | | | 4 | 15 | 60 | |
| Mid-term Exam   1. Exam 2. Self Study for exam | | | | 1  1 | 1  14 | 15 | |
| Final Exam   1. Exam 2. Self Study for exam | | | | 1  1 | 1  20 | 21 | |
| **TOTAL WORKLOAD (hour) =166hours** | | | | | | | |
| **AKTS CREDIT COURSE = Total Work Load(hour)/(30 hours/AKTS) = 5,53 ≈ 6 credits** | | | | | | | |

**Contribution of Learning Outcomes to Programme Outcomes**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Learning Outcomes** | **Programme Outcomes** | | | | | | | | | | | |
|  | **PO 1** | **PO 2** | **PO 3** | **PO 4** | **PO 5** | **PO 6** | **PO 7** | **PO 8** | **PO 9** | **PO 10** | **PO 11** | **PO 12** |
| **LO1** | 3 | 4 | 2 |  |  |  | 3 | 5 | 3 | 4 | 4 | 3 |
| **LO2** |  |  |  |  |  |  | 4 | 3 |  |  | 5 | 2 |
| **LO3** | 5 | 3 |  |  |  |  |  | 2 |  | 3 |  |  |
| **LO4** | 5 | 2 |  |  |  |  |  |  |  | 4 | 2 |  |
| **LO5** | 2 | 4 |  |  |  |  | 4 | 5 |  |  |  | 3 |

**Contribution Level:** **1** Very Low **2** Low **3** Medium **4** High **5** Very High

**Cheating, References, Plagiarism**

*There will be NO make-up exams without documented medical evidence that should be presented within one week of the exam. Failure to do so will result in a score of zero in the concerned exam.*

*Any conflicts or emergencies that prevent you from taking an exam must be approved by the instructor prior to the exam.*

*Any student found cheating or plagiarizing will receive an ‘F’ for the course and will be referred to the Department Chair Person and the Dean for appropriate action.*

*Students are expected to attend classes regularly and to complete the academic work of their courses in a timely fashion in accordance with the expectations of their instructors.* *It is the policy of Girne American University that students must attend at least 75% of their scheduled classes.*

***Information in this syllabus is subject to change. All changes will be announced in class.***