

# ACCOUNTNG AND TAX MANAGEMENT

| Course Code      | Course Title   | Туре       | T+A+L | ECTS |
|------------------|--|------------|-------|------|
|                  |  |            |       | ,    |
| 1.Semester Cours |  |            |       |      |
| FBP20101         | INTRODUCTION TO BUSINESS MANAGEMENT                          | Compulsory | 3+0   | 5    |
| UNV13101         | TURKISH LANGUAGE-I   | Compulsory | 2+0   | 2    |
| UNV13103         | PRINCIPLES OF ATATURK AND HISTORY OF REVOLUTION-I            | Compulsory | 2+0   | 2    |
| UNV20105         | ENGLISH-I  | Compulsory | 3+0   | 3    |
| UNV13107         | BASIC INFORMATION TECHNOLOGY                                 | Compulsory | 1+1   | 2    |
| FBP20103         | GENERAL ACCOUNTING-I   | Compulsory | 3+0   | 6    |
| FBP20105         | BASIC PRINCIPLES OF LAW                                      | Compulsory | 3+0   | 4    |
| FBP21107         | INTRODUCTION TO ECONOMICS                                    | Compulsory | 3+0   | 6    |
| UNV19101         | ACADEMIC TURKISH   | Elective   | 2+0   | 3    |
| 2.Semester Cours | se Plan  | · · ·      |       |      |
| UNV13102         | TURKISH LANGUAGE-II  | Compulsory | 2+0   | 2    |
| MFY21106         | FINANCIAL MATHEMATICS  | Compulsory | 3+0   | 5    |
| MFY21104         | BUSINESS FINANCE   | Compulsory | 3+0   | 6    |
| MFY21102         | INTRODUCTION TO AUDIT AND AUDIT STANDARDS                    | Compulsory | 3+0   | 6    |
| FBP20106         | GENERAL ACCOUNTING-II  | Compulsory | 3+0   | 6    |
| UNV20106         | ENLISH-II  | Compulsory | 3+0   | 3    |
| UNV13104         | PRINCIPLES OF ATATURK AND HISTORY OF REVOLUTION-II           | Compulsory | 2+0   | 2    |
| 3.Semester Cours | se Plan  |            |       |      |
| FBP21205         | FINANCIAL MANAGEMENT   | Compulsory | 3+0   | 4    |
| UTL21205         | FOREIGN TRADE TRANSACTIONS                                   | Elective   | 3+0   | 4    |
| MFY21209         | FAMILY BUSINESS AND MANAGEMENT                               | Elective   | 3+0   | 4    |
| MFY21207         | ACCOUNTING PRACTICES   | Elective   | 3+0   | 4    |
| MFY21205         | BUSINESS ENGLISH-I   | Elective   | 3+0   | 4    |
| FBP21201         | LAW OF OBLIGATIONS   | Compulsory | 3+0   | 4    |
| MFY21203         | INVENTORY AND FINANCIAL REPORTS                              | Compulsory | 3+0   | 5    |
| MFY21201         | ADJUSTING PROCESS AND VALUATION                              | Compulsory | 3+0   | 4    |
| UTL21201         | STATISTICS   | Compulsory | 3+0   | 5    |
| 4.Semester Cours |  | - 1 5      |       |      |
| MFY21214         | REGULATORY AND SUPERVISORY ORGANIZATIONS IN FINANCIAL ISSUES | Elective   | 3+0   | 4    |
| MFY21212         | DERIVATIVE TRANSACTIONS                                      | Elective   | 3+0   | 4    |
| MFY21210         | FOREIGN TRADE TRANSACTIONS ACCOUNTING                        | Elective   | 3+0   | 4    |
| MFY21208         | BUSINESS ENGLISH-II  | Elective   | 3+0   | 4    |
| MFY21206         | FINANCIAL INSTRUMENTS  | Compulsory | 3+0   | 5    |
| MFY21200         | COMPANY ACCOUNTING   | Compulsory | 3+0   | 4    |
| FBP21212         | COMPANY ACCOUNTING   | Compulsory | 3+0   | 4    |
| MFY21202         | COMMERCIAL DOCUMENTS   | Compulsory | 3+0   | 4    |
| FBP21202         |  |            |       |      |
| FDF21204         | COMMERCIAL LAW   | Compulsory | 3+0   | 5    |

| 5.Semester Course P | lan  |            |      |    |
|---------------------|--|------------|------|----|
| MFY21307            | TAX LAW  | Compulsory | 3+0  | 4  |
| MFY21315            | ACCOUNTING IN NON-PROFIT ORGANIZATIONS             | Elective   | 3+0  | 4  |
| MFY21313            | SOCIAL SECURITY SYSTEMS                            | Elective   | 3+0  | 4  |
| MFY21311            | FUNDAMENTAL ANALYSIS                               | Elective   | 3+0  | 4  |
| MFY21309            | EXECUTION AND BANKRUPTCY LAW                       | Elective   | 3+0  | 4  |
| MFY21305            | PROFESSIONAL LAW OF ACCOUNTING                     | Compulsory | 3+0  | 5  |
| MFY21303            | FINANCIAL RISK MANAGEMENT                          | Compulsory | 3+0  | 5  |
| MFY21301            | COMPUTERIZED ACCOUNTING                            | Compulsory | 3+0  | 4  |
| FBP21303            | FINANCIAL MARKETS AND INSTITUTIONS                 | Compulsory | 3+0  | 5  |
| 6.Semester Course P | lan  | •          |      |    |
| MFY21308            | TURKISH TAX SYSTEM                                 | Compulsory | 3+0  | 5  |
| FBP21420            | RESEARCH TECHNIQUES                                | Elective   | 3+0  | 4  |
| MFY21318            | ENTREPRENEURSHIP AND LEADERSHIP                    | Elective   | 3+0  | 4  |
| MFY21316            | AGRICULTURAL ACCOUNTING                            | Elective   | 3+0  | 4  |
| MFY21314            | TAX ACCOUNTING                                     | Elective   | 3+0  | 4  |
| MFY21312            | MODELING AND FINANCIAL PROJECTIONS                 | Elective   | 3+0  | 4  |
| MFY21310            | MONEY AND CAPITAL MARKETS                          | Compulsory | 3+0  | 5  |
| MFY21306            | INTERNATIONAL FINANCIAL REPORTING STANDARDS-I      | Compulsory | 3+0  | 5  |
| MFY21304            | COST ACCOUNTING                                    | Compulsory | 3+0  | 4  |
| MFY21302            | ACCOUNTING OF LIQUIDATION AND BANKRUPTCY PROCESSES | Compulsory | 3+0  | 4  |
| 7.Semester Course P | lan  |            |      |    |
| MFY21401            | MANAGEMENT ACCOUNTING                              | Compulsory | 3+0  | 6  |
| MFY21403            | PORTFOLIO MANAGEMENT                               | Compulsory | 3+0  | 5  |
| MFY21405            | AUDIT PRACTICES                                    | Compulsory | 3+0  | 6  |
| MFY21407            | INTERNATIONAL FINANCIAL REPORTING STANDARDS-II     | Compulsory | 3+0  | 5  |
| MFY21409            | PROJECT MANAGEMENT                                 | Elective   | 3+0  | 4  |
| MFY21411            | E-COMMERCE   | Elective   | 3+0  | 4  |
| MFY21413            | STRATEGIC MANAGEMENT                               | Elective   | 3+0  | 4  |
| MFY21415            | BANK AND INSURANCE ACCOUNTING                      | Elective   | 3+0  | 4  |
| MFY21417            | FORENSIC ACCOUNTING                                | Elective   | 3+0  | 4  |
| 8.Semester Course P | lan  | •          |      |    |
| UBF21404            | VOCATIONAL TRAINING PRACTICE IN BUSINESS           | Compulsory | 0+20 | 20 |
| UBF21402            | FINAL WORK   | Compulsory | 0+4  | 10 |

## Programme Outcomes

| Define the concepts based on advanced level theoretical and / or applied      |
|---|
| and Finance Management (accounting, finance, tax and auditing)                |
| Express the basic functions of the Accounting and Finance Management          |
| them.   |
| Define general operation, procedures and legislation of the accounting ar     |
| accounting, tax, auditing, finance and law required by the main field.        |
| Detect social effects of accounting problems and facts. Produce solution      |
| pass these proposals to the others. Make connections between inter-disc       |
| Use their accounting knowledge both in strategic and operational dimens       |
| at an organizational level and evaluate their outcomes.                       |
| Apply their business administration, law, tax and finance knowledge and       |
| Apply their theoretical and applied information of accounting, finance and    |
| life both in public and private sector.                                       |
| Foresee the risks and problems that may arise in the financial structure of   |
| strategies to prevent the occurrence of these problems.                       |
| Take responsibility both as a team member and individually in order to pr     |
| practices in his / her field are carried out.                                 |
| Conduct advanced studies in his / her field independently.                    |
| It is sensitive to developing projects for social responsibility and society, |
| relations with stakeholders in this direction.                                |
| It adopts the principle of lifelong learning and applies it to its own field. |
| Gains and implements social, scientific, cultural and professional ethical    |
| Have the skills and competence to use Turkish and foreign language kno        |
| rules, in terms of expressing himself/herself and representing his/her inst   |
| Compatible with teamwork, initiative, analytical gains lifelong learning be   |
| enterprising.   |
|   |

### INTRODUCTION TO BUSINESS MANAGEMENT Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Face to Face  |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | The aim of this course is to relay the basic principles of business to the students.                                |
| Course Content           | Definition, aims, types, environment, founding process and importance of business in national and global economics. |

#### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Explains the mission (reason for being) of business.   |
| C2 | Explains the basic concepts of business.   |
| C3 | Explains the structures, features and environmental relationships of business.               |
| C4 | Explains relationships between business, economics, law, ethics and social responsibilities. |
| C5 | Understands and explains the importance of business in globalizing world.                    |

#### Recommended or Required Reading

| Resources                     | -   |
|-------------------------------|---|
| Notes                         | İşletme, S.Kadri MİRZETemel İşletmecilik Bilgileri, Ali AKDEMİR |
| Preparation and Documentation |   |

#### Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Make analysis about national and international financial markets according to theory, concept, principle, model and approaches. |
| 2    | Terms of product, production, utility and agents of production.   |
| 3    | Definition and operating principles of business, histiorical development process of business.                                   |
| 4    | Aims of business, environment of business.  |
| 5    | Classification of business.   |
| 6    | Relationships between business and law.   |
| 7    | Relationships between business , ethics and social responsibilities.  |
| 8    | Mid-Term Exam   |
| 9    | Relationships between business and economics.   |
| 10   | Relationships between business and economics  |
| 11   | Business in globalizing world   |
| 12   | Entrepreneurship and establishment.   |
| 13   | Foundation process of business.   |
| 14   | New developments in business.   |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 4  | 5  | 4  | 4  | 3  | 3  | 4  | 3  | 4  | 3   |     |     |     |     | ·   |
| C2  | 4  | 5  | 4  | 3  | 3  | 3  | 3  | 3  | 4  | 4   | ]   |     |     |     |     |
| C3  | 4  | 5  | 4  | 3  | 3  | 3  | 3  | 3  | 4  | 3   |     |     |     |     |     |
| C4  | 4  | 5  | 4  | 3  | 3  | 3  | 3  | 4  | 4  | 4   | ]   |     |     |     |     |
| C5  | 4  | 4  | 4  | 3  | 3  | 3  | 3  | 4  | 3  | 3   | ]   |     |     |     |     |
| C6  | 3  | 4  | 3  | 4  |    |    |    |    |    |     | -   |     |     |     |     |
| C7  | 3  | 5  | 4  | 3  |    |    |    |    |    |     |     |     |     |     |     |
| C8  | 4  | 3  | 4  | 3  |    |    |    |    |    |     |     |     |     |     |     |
| C9  | 3  | 4  | 3  | 4  |    |    |    |    |    |     |     |     |     |     |     |
| C10 | 4  | 3  | 3  | 4  |    |    |    |    |    |     |     |     |     |     |     |
| C11 | 3  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C12 | 4  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C13 | 3  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C14 | 4  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C15 | 3  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| 010 | 5  | 1  |    |    |    |    |    |    |    |     |     |     |     |     |     |

### TURKISH LANGUAGE-I Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Distance Learning  |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | The aim of this lesson is to emphasize the place and importance of the Turkish language in world languages; to present the             |
|                          | historical development and current situation of the Turkish language; to introduce students to general properties and structure of the |
|                          | Turkish language; to develop students' analytic, scientific thinking and communication skills.   |
| Course Content           | Definition of language, the place and importance of language in a nation's life as a social institution, relationship between language |
|                          | and culture, the place of Turkish language in international languages, development of Turkish language and its historical periods,     |
|                          | status of Turkish language today and its diffusion areas, phonetic characteristics of Turkish and rules related to phonetics, phonetic |
|                          | cases in Turkey Turkish, structural characteristics of Turkish.  |

### $Course \ Learning \ Outcomes: \ Upon \ the \ successful \ completion \ of \ this \ course, \ students \ will \ be \ able \ to:$

| #  | Learning Outcomes  |
|----|--|
| C1 | Defines the basic concepts of language and Turkish language.                     |
| C2 | Explains the elements of the Turkish language.                                   |
| C3 | Implements the capabilities of research, read, write, and obtaining information. |
| C4 | Distinguishes the differences between the Turkish language and other languages.  |
| C5 | Grasps the importance of using the language correctly in communication.          |
| C6 | Evaluates the elements that make up the Turkish language.                        |

#### Recommended or Required Reading

|                               | ÇOTUKSÖKEN, Yusuf: Üniversite Öğrencileri İçin Uygulamalı Türk Dili: İstanbul, 2001: I, II: Papatya Yayıncılık.EKER, Süer: Çağdaş<br>Türk Dili: Ankara, 2003: Grafiker Yayınları.AKSOY, Ömer Asım: Atasözleri ve Deyimler Sözlüğü - 1 Atasözleri Sözlüğü: İstanbul,<br>1988: İnkılâp Kitabevi.AKSOY, Ömer Asım: Atasözleri ve Deyimler Sözlüğü - 2 Deyimler Sözlüğü: İstanbul, 1988: İnkılâp<br>Kitabevi.BANGUOĞLU, Tahsin: Türkçenin Grameri: Ankara, 2000: Türk Dil Kurumu Yayınları.BUCKLEY, Reid: Topluluk Önünde<br>Konuşma - Doğruyu Söylemek Gerekirse: İstanbul, 2001: Sistem Yayıncılık.KARAHAN, Leylâ: Türkçede Söz Dizimi: Ankara, 2010:<br>Akçağ Yayınları.TÜRK DİL KURUMU: Türkçe Sözlük: Ankara, 2011: Türk Dil Kurumu Yayınları: 549.TÜRK DİL KURUMU: Yazım<br>Kılavuzu: Ankara, 2012: Türk Dil Kurumu Yayınları: 859.YELTEN, Muhammet: Türk Dili ve Anlatım Bilgileri: İstanbul, 2010: Doğu<br>Kütüphanesi. |
|-------------------------------|---|
|                               | AKSAN, Doğan: Her Yönüyle Dil - Ana Çizgileriyle Dilbilim: Ankara, 2010: Türk Dil Kurumu Yayınları.ERGİN, Muharrem:<br>Üniversiteler İçin Türk Dili: İstanbul, 1986: Boğaziçi Yayınları.AKSAN, Doğan: Her Yönüyle Dil - Ana Çizgileriyle Dilbilim: Ankara,<br>2010: Türk Dil Kurumu Yayınları.ERGİN, Muharrem: Üniversiteler İçin Türk Dili: İstanbul, 1986: Boğaziçi Yayınları.KORKMAZ,<br>Zeynep; ERCİLASUN, Ahmet B.; GÜLENSOY, Tuncer; PARLATIR, İsmail; ZÜLFİKAR, Hamza; BİRİNCİ, Necat: Türk Dili ve<br>Kompozisyon: Bursa, 2007: Ekin Basım Yayın Dağıtım.   |
| Preparation and Documentation | - I   |

#### Weekly Detailed Course Contents

| Week | Topic   |
|------|---|
| 1    | Definition and characteristic of language   |
| 2    | Relationship between language-thought, language-society and language-literature                                   |
| 3    | Relationship between language and culture   |
| 4    | Languages in the world and the place of Turkish among world languages (the birth and classification of languages) |
| 5    | Examination of language related terms: mother tongue, standard language, polish, accent, dialect, slang, etc.     |
| 6    | Development of Turkish written language and historical timeline   |
| 7    | Actual state of Turkish language and deployment range   |
| 8    | Atatürk's linguistic policy and "Sun-Language Theory"   |
| 9    | MIDTERM EXAM  |
| 10   | The phonetic structure of Turkish   |
| 11   | The morphologic structure of Turkish  |
| 12   | The morphologic structure of Turkish  |
| 13   | The syntax and semantics structure of Turkish   |
| 14   | The syntax and semantics structure of Turkish   |
| 15   | Actual problems of Turkish  |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 0        | % 20       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 80       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 1        | % 100      |

| #  | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C2 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C3 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C4  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  |    |    |    |    |    |     | -   |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C11 | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C12 | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C13 | 1  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C14 | 1  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C15 | 1  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C16 | 1  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C17 | 1  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C18 | 1  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |

### PRINCIPLES OF ATATURK AND HISTORY OF REVOLUTION-I Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Distance Learning   |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | The aim of this lesson is to gain awareness ofservice depending on Atatürk nationalism in accordance with the principles and              |
|                          | reforms of Atatürk, to inform students about near-term political, economic, social and cultural events covered by the lesson of           |
|                          | Atatürk's Principles and Reforms and to make students love history and historical texts.  |
| Course Content           | The objectives of Principles of Atatürk and History of the Turkish Revolution course; course related concepts, the developments           |
|                          | leading to the Turkish Revolution, the collapse of the Ottoman Empire, the efforts for the revival of the Ottoman Empire, stream of       |
|                          | thought in the Ottoman Empire, the Ottoman Empire at the beginning of the 20th century, the World War I, entry of the Ottoman             |
|                          | Empire into the World War I and its frontlines, the Armenian Deportation, secret agreements against the Ottoman Empire, Wilson            |
|                          | Principles, the end of war and treaties for the peace, the outcomes of the war, The Armistice of Moudros and first invasions, the         |
|                          | preparation period for the National Struggle, the situation of the state after the Armistice of Moudros and minorities' actions, the      |
|                          | societies established after the Armistice of Moudros (harmful to national unity, national societies), the invasion of İzmir and reactions |
|                          | against the invasion, circulars, the periods of congresses and the opening of the Turkish Grand National Assembly, (Mustafa Kemal         |
|                          | Pasha's arrival to Istanbul and his actions in Istanbul, Mustafa Kemal's entourage to Samsun and actions in Samsun, Mustafa               |
|                          | Kemal Pasha's actions in Havza, the Amasya Circular, the Erzurum Congress, the Sivas Congress, the Reperesantation Committe's             |
|                          | arrival to Ankara, the opening ceremonies of the last Ottoman Chamber of Deputies, making the decisions of National Pact (Misak-          |
|                          | Milli) and its actions, the invasion of Istanbul, the dismissal of the Ottoman Chamber of Deputies and Mustafa Kemal's position for       |
|                          | this situation, the inaguration of the Turkish Grand National Assembly), the first works of the Turkish Grand National Assembly and       |
|                          | Its specifications, the rebellions during the period of the National Struggle, new projects of the Entente States, the frontlines in the  |
|                          | Independence War, (the Southern Front, the Eastern Front, the Western Front) Lozan Conference and Peace Treaty.                           |
| L                        |   |

#### $Course \ Learning \ Outcomes: \ Upon \ the \ successful \ completion \ of \ this \ course, \ students \ will \ be \ able \ to:$

| #  | Learning Outcomes  |
|----|--|
| C1 | Explain the developments preparing Turkish Revolution.                 |
| C2 | Learn the status of the Ottoman Empire in the first world war.         |
| C3 | Learn the importance of the Armenian question.                         |
| C4 | Learn the work done in the preparation stage of tha National Struggle. |
| C5 | Learn the National Pact Decisions.                                     |
| C6 | Explain the importance of the turkey Grand National Assembly.          |

#### Recommended or Required Reading

| Resources                     | Celal Erikan, Commander Ataturk. Bernard Lewis, Birth of Modern Turkey. Fahir Armaoğlu, Political History. Falih Rıfkı Atay,   |
|-------------------------------|--|
|                               | Çankaya. Commission, Atatürk s principles and revolution History, Instructor Publishments, Ankara 2011. Lord Kinross, Ataturk. |
|                               | Rıfat Üçorol, Political History. Mustafa Kemal Ataturk, Nutuk.   |
| Notes                         | Committee, Atatürk's Principles and History of Turkish Revolution, Kırklareli University Press, Kırklareli 2013.               |
| Preparation and Documentation |  |

#### Weekly Detailed Course Contents

| Meele | Taula   |
|-------|---|
| Week  | Торіс   |
| 1     | Turkish Revolution and basic concepts related to Turkish Revolution, Republic, Constitutional Monarchy, Reform etc.                                     |
| 2     | The developments leading to the Turkish Revolution; The efforts for the revival of the Ottoman Empire (Arrangement and reform edicts)                   |
| 3     | The efforts for the revival of the Ottoman Empire (The period of constitutional monarchy); Ideological movements in the Ottoman Empire(Ottomanism,      |
|       | Islamism, Turkism, Westernism)  |
| 4     | The Ottoman Empire at the begining of the 20th century (Trablusgarp War, Balkan War) and Causes of World War I  |
| 5     | Ottoman Empire in the World War I and its frontlines  |
| 6     | Armenian question (Before and during The World War I)   |
| 7     | The World War I and end of the war (Secret agreements against the Ottoman Empire, Wilson Principles and The Armistice of Moudros)                       |
| 8     | Midterm Exam  |
| 9     | The Countrys Situation After the Armistice of Moudros and The societies   |
| 10    | The invasion of İzmir, The circulars, the periods of congresses(Mustafa Kemal Pasha's arrival to Istanbul and his actions in Istanbul, Mustafa Kemal's  |
|       | entourage to Samsun and actions in Samsun) Mustafa Kemal Pasha's actions in Havza)  |
| 11    | The circulars, the periods of congresses (The Amasya Circular, the Erzurum Congress, the Sivas Congress)  |
| 12    | The circulars, the periods of congresses (The other congress, The meetings of Amasya and protocol, the Representation Committe's arrival to Ankara, the |
|       | opening ceremonies of the last Ottoman Chamber of Deputies, making the decisions of National Pact (Misak-I Milli) and its actions                       |
| 13    | The invasion of Istanbul, The opennig of the Turkish Grand National Assembly  |
| 14    | The rebellions during the period of the National Struggle and measures to ensure safety   |
| 15    | Sharing projects of Turkey by the Entente States  |
| 16    | Final Exam  |
|       |   |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 20       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 80       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     | ·   |
| C2  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C3  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C4  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  |    |    |    |    |    |     | -   |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C11 | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C12 | 1  | 1  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C13 | 1  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C14 | 1  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C15 | 1  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C16 | 1  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C17 | 1  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C18 | 1  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |

### **ENGLISH-I** Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Face to Face   |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | In this course, it is aimed at providing students with sufficient skills to understand and use familiar everyday expressions and very  |
|                          | basic phrases,andto introduce themselves and others and ask and answer questions about personal details such as where they live,<br>people they know and things they have and to interact in a simple way provided the other person talks slowly and clearly and is<br>prepared to help. |
| Course Content           | The verb to be; Possession; Present Simple; Adjectives; Imperatives; Prepositionsof time and place; Can/can't; Present Continuous;   |
|                          | Past Simple  |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #   | Learning Outcomes  |
|-----|--|
| C1  | Participates in most routine social conversations.   |
| C2  | Talks about needs and familiar topics of personal relevance.   |
| C3  | Understands simple exchanges of information, common daily instructions, direct questions about familiar topics, and routine media announcements. |
| C4  | Understands the purpose, main ideas, and limited details of authentic 2-3-paragraph texts.   |
| C5  | Effectively conveys an opinion, feeling, or experience in a simple paragraph.  |
| C6  | Writes short letters and notes on familiar topics.   |
| C7  | Possesses a range of common everyday vocabulary.   |
| C8  | Uses a variety of simple structures and some complex ones in spoken interaction.   |
| C9  | Effectively communicates basic needs in a culturally appropriate manner.   |
| C10 | Produces fluent and connected speech.  |

#### Recommended or Required Reading

| Resources                     | Oxford Online Learning Platform  |
|-------------------------------|--|
| Notes                         | Coursebook: English File Pre-intermediate Students Book 4th ed., Oxford University Press |
| Preparation and Documentation | F  |

#### Weekly Detailed Course Contents

| Week | Topic  |
|------|--|
| 1    | word order in questions, common verb phrases; Present Simple   |
| 2    | describing people: appearance and personality; Present Continuous, clothes, prepositions of place    |
| 3    | Past Simple: regular and irregular verbs, holidays; Past Continuous                                  |
|      | prepositions of time and place; time sequencers and connectors, verb phrases                         |
| 5    | be going to (plans and predictions), airports; Present Continuous (future arrangements)              |
|      | verbs + prepositions; defining relative clauses, paraphrasing  |
| 7    | present perfect + yet, just, already, housework, make or do?; Present Perfect or Past Simple?        |
| 8    | Mid-term   |
|      | shopping; indefinite pronouns, adjective ending -ed and -ing   |
| 10   | comparative adjectives and adverbs, as as, types of numbers; superlatives (+ ever + Present Perfect) |
|      | describing a town or city; quantifiers too, (not) enough, health and the body                        |
|      | will/wont (predictions), opposite verbs; will/wont/shall (other uses)                                |
| 13   | verbs + back; verb forms: Present, Past, and Future, modifiers                                       |
| 14   | Revision   |
| 15   | TED talks  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 30       |
| Quizzes                             | 1        | % 20       |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 50       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 3        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C2  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C3  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C4  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C6  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C7  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C8  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C9  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C10 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |

### BASIC INFORMATION TECHNOLOGY Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course | -          |
| Course Content           |            |

#### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Students will be able to use word processing software effectively in their own fields.  |
| C2 | Students will be able to create documents such as reports, CVs and petitions digitally. |
| C3 | Students will be able to use spreadsheet software effectively in their own fields.      |
| C4 | Students will be able to create automatic tables with formulas in spreadsheets.         |
| C5 | Students will be able to use presentation software effectively in their own fields.     |

#### Recommended or Required Reading

| Resources                     | Microsoft Official Academic Course       |
|-------------------------------|--|
| Notes                         | Microsoft Official Academic Course Books |
| Preparation and Documentation | -  |

#### Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
|      |   |
| 1    | Understanding Microsoft Word, Basic Editing   |
| 2    | Character Formatting, Paragraph Formatting  |
| 3    | Managing Text Flow, Creating Tables   |
| 4    | Working with Themes, Style Sets, Backgrounds, Quick Panes, and Text Boxes, Using Drawings and Graphics, Formatting a Research Article |
| 5    | Overview, Working with Microsoft Excel 2016   |
| 6    | Using Office Backstage and Basic Formulas   |
| 7    | Using Functions, Formatting Cells And Ranges  |
| 8    | Midterm Exam  |
| 9    | Formatting Worksheets, Managing Worksheets  |
| 10   | Working with Data and Macros, Using Advanced Formulas   |
| 11   | Protecting Workbooks, Creating Charts, Adding Pictures and Shapes to a Worksheets   |
| 12   | Outline of Microsoft PowerPoint, Basics of Working with Presentations, Working with Texts   |
| 13   | Presentation Design, Adding Tables to Slides, Using Graphics in a Presentation  |
| 14   | Creating SmartArt Graphics, Adding Graphics to a Presentation, Using Animation and Multimedia   |
| 15   | Preserving and Sharing the presentation, presentation   |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #  | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1 | 3  | 4  | 5  | 5  | 5  | 5  | 1  | 5  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C2 | 3  | 4  | 5  | 5  | 5  | 5  | 1  | 5  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C3 | 3  | 4  | 1  | 1  | 1  | 1  | 5  | 5  | 5  | 5   | 5   | 5   | 1   | 1   | 1   |
| C4 | 3  | 4  | 1  | 1  | 1  | 1  | 5  | 2  | 5  | 5   | 5   | 5   | 5   | 5   | 5   |
| C5 | 3  | 4  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 5   | 5   | 5   |

### GENERAL ACCOUNTING-I Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Face to Face   |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | The purpose of the Financial Accounting I, basic accounting principles and evaluation techniques in enterprises within the   |
|                          | framework of financial events that occur over a period of registration in accordance with the uniform chart of accounts, and |
|                          | summarize the teaching of the classification.  |
| Course Content           | 1: Lecture, 2: Question-Answer, 3: Discussion  |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Students will be able to describe the accounting concepts and principles                             |
| C2 | Students will be able to explain ledger accounts   |
| C3 | Students will be able to resolve the sample application  |
| C4 | Students will be able to associate with the technical knowledge to practical                         |
| C5 | Students will be able to summarize the balance sheet and income statement and accounting information |

#### Recommended or Required Reading

| Resources                     | Yurdakul Çaldağ, General Account, Gazi Kitabevi, 5. Baskı, Ankara, 2008Ertuğrul Çetiner, General Accounting Theory and Practice, |
|-------------------------------|--|
|                               | Gazi Kitabevi, Ankara, 2009Gürbüz Gökçen, General Accounting, Beta Yayıncılık, 2. Baskı, İstanbul,2009                           |
| Notes                         | General Accounting Lecture Notes   |
| Preparation and Documentation | Lecture notes, textbooks.  |

#### Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
|      | Definition,functions,types and basic concepts of accounting                   |
| 2    | Basic accounting equation ( balance sahhet equation) and example              |
|      | Definition and form of accounts and classification of accounts and principles |
| 4    | Examples related with asset accounts; liquid assets and cash equivalents      |
| 5    | Examples rellated withstoks and bonds and financial fixed assets              |
| 6    | Examples related with trade receivables account                               |
| 7    | Examples related with other receivables account                               |
| 8    | Midterm exam  |
| 9    | Examples related with stock accounts  |
| 10   | Examples related with stock accounts  |
| 11   | Examples related with active quality term splitter accounts                   |
| 12   | Examples related with other liquid assets                                     |
| 13   | Examples related with tangible fixed assets                                   |
| 14   | Examples related with financial fixed assets                                  |
| 15   | General review  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 20       |
| Quizzes                             | 1        | % 10       |
| Assignment                          | 1        | % 10       |
| Attendance                          | 0        | % 0        |
| Practice                            | 1        | % 10       |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 50       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 5        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C2  | 5  | 5  | 5  | 1  | 1  | 1  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C4  | 1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 1  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C6  | 1  | 5  | 5  | 1  |    |    |    |    |    |     | -   |     |     |     |     |
| C7  | 2  | 5  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C8  | 5  | 5  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 5  | 5  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 5  | 1  | 1  |    |    |    |    |    |     |     |     |     |     |     |
| C11 | 5  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C12 | 1  |    |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C13 | 5  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C14 | 5  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C15 | 1  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
|     |    | -  |    |    |    |    |    |    |    |     |     |     |     |     |     |

### BASIC PRINCIPLES OF LAW Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Face to Face   |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | The purpose of this course is to inform students about the basic concepts related to lawand legislation.   |
| Course Content           | The concept of law and other rules governing the social life and their comparison with one another, the concept of sanction of law enforcement types and sources of law rules, Distinction between public law and private law, public law branches - branches of private law, The concept of rights, the definition and types - Acquisition of rights, the role of Good faith in acquisition, People and the concept of personality, types, real personality - the beginning of the end of the real personality (death, presumption of death, enforced disappearance), personal status registers, sex change |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Students will be able to define the concept of law, the legal rules that regulate social life     |
| C2 | Students will be able to group law.   |
| C3 | Students will be able to group the concept of right   |
| C4 | Students will be able to identify the concepts of individual and individuality                    |
| C5 | Students will be able to Devaluate the beginning of personality and the end of it in terms of law |
|    |   |

#### Recommended or Required Reading

| Resources                     | Civil Law, Turgut Akıntürk, Derya Ateş, Beta Publishing, T.R. Constitution, Turkish Civil Code, Related articles, Supreme Court |
|-------------------------------|---|
|                               | decisions.  |
| Notes                         | Civil Law, Turgut Akıntürk, Derya Ateş, Beta Publishing, T.R. Constitution, Turkish Civil Code, Related articles, Supreme Court |
|                               | decisions.  |
| Preparation and Documentation | Civil Law, Turgut Akıntürk, Derya Ateş, Beta Publishing, T.R. Constitution, Turkish Civil Code, Related articles, Supreme Court |
|                               | decisions.  |

#### Weekly Detailed Course Contents

| Week | Topic |
|------|-------|
|------|-------|

| WOOK |  |
|------|--|
| 1    | The concept of law and other rules governing the social life and their comparison with one another, the concept of sanction of law enforcement types and |
|      | sources of law rules   |
| 2    | Distinction between public law and private law, public law branches - branches of private law  |
| 3    | The concept of rights, the definition and types - Acquisition of rights, the role of Good faith in acquisition   |
| 4    | Sources of law   |
| 5    | Application of the Civil Code  |
| 6    | Judges Creation of Law, Judges Judgment  |
| 7    | Goodwill, Honesty  |
| 8    | Mid-term exam  |
| 9    | Burden of Proof, Official Registry and Bills   |
| 10   | The concept of person and personality, types of personality, beginning of real personality - End of real personality                                     |
| 11   | Qualifications of real persons, Legal status of real persons according to capacity to act, kinship, place of residence                                   |
| 12   | Subject of personality rights and protection of personality, name and name protection, Personal status registers   |
| 13   | Legal persons, legal entities and types of licenses, the beginning and the end of the legal entity   |
| 14   | Associations   |
| 15   | Foundations  |
|      |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 1  | 1  | 5  | 2  | 2  | 5  | 3  | 2  | 2  | 3   |     |     |     |     |     |
| C2  | 1  | 1  | 5  | 2  | 2  | 5  | 3  | 2  | 2  | 3   | ]   |     |     |     |     |
| C3  | 1  | 1  | 5  | 2  | 2  | 5  | 3  | 2  | 2  | 3   |     |     |     |     |     |
| C4  | 1  | 1  | 5  | 2  | 2  | 5  | 3  | 2  | 2  | 3   | ]   |     |     |     |     |
| C5  | 1  | 1  | 5  | 2  | 2  | 5  | 3  | 2  | 2  | 3   | ]   |     |     |     |     |
| C6  | 3  | 2  | 3  | 4  |    |    |    |    |    | -   | -   |     |     |     |     |
| C7  | 3  | 2  | 2  | 3  |    |    |    |    |    |     |     |     |     |     |     |
| C8  | 3  | 2  | 3  | 4  |    |    |    |    |    |     |     |     |     |     |     |
| C9  | 2  | 3  | 2  | 4  |    |    |    |    |    |     |     |     |     |     |     |
| C10 | 3  | 3  | 2  | 3  |    |    |    |    |    |     |     |     |     |     |     |
| C11 | 3  |    |    | -  |    |    |    |    |    |     |     |     |     |     |     |
| C12 | 4  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
|     |    | -  |    |    |    |    |    |    |    |     |     |     |     |     |     |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C13 | 4  |    |    | -  |    | -  | -  |    | -  | -   |     |     | _   | -   |     |
| C14 | 4  | 1  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C15 | 2  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |

### INTRODUCTION TO ECONOMICS Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Face to Face   |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | Aims at providing the students to understanding, evaluating and of the basic economic principles.                                |
| Course Content           | Nature and Importance of the science of economics, Main Concepts, Main Economic Problems, Price Theory, The Laws of Supply       |
|                          | and Demand, Perfect Competition, Imperfect Competition and Markets, the concept of elasticity, consumer theory, producer theory. |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Students will be able to know basic issues and concepts of the economics                   |
| C2 | Students will be able to explain the elements of economics                                 |
| C3 | Students will be able to implement elements of the actual concrete events of economics     |
| C4 | Students will be able to distinguish the differences between economic factor and change    |
| C5 | Students will be able to bring elements of economics together and to reach generalizations |
| C6 | Students will be able to evaluate elements of economy                                      |

#### Recommended or Required Reading

| Resources                     | Articles and papers   |
|-------------------------------|---|
| Notes                         | Zeynel Dinler, İktisada Giriş, 21. Basım, Ekin Yayınevi, Bursa: 2015. |
| Preparation and Documentation | -   |

#### Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Definition of economy, scope and relation with other branches and the basic economic concepts   |
| 2    | Basic economic issues, full and effective use of resources, economic systems and alternative cost of production, production factors, factor income, |
| 3    | Law of Supply   |
| 4    | The market mechanism of supply and demand analysis, market equilibrium and price formation  |
| 5    | Market Balance  |
| 6    | Perfectly competitive and imperfect markets   |
| 7    | Producer and consumer theory and pricing  |
| 8    | The balance of supply and demand  |
| 9    | Mid-Term Exam   |
| 10   | The concept of utility  |
| 11   | The concept of Utility  |
| 12   | Monopoly  |
| 13   | Competitive Monopoly  |
| 14   | Oligapoly   |
| 15   | Asymmetric information, income inequality, public good, environmental factor.   |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3              | P4 | P5 | P6 | P7       | P8 | P9      | P10 | P11  | P12 | P13  | P14  | P15  |
|-----|----|----|-----------------|----|----|----|----------|----|---------|-----|------|-----|------|------|------|
|     |    |    | г <u>э</u><br>1 |    |    | -  | <u> </u> |    | Г9<br>1 |     | F 11 | FIZ | F 13 | F 14 | F 13 |
| C1  | 3  | 2  |                 | 3  | 1  | 3  | 1        | 4  |         | 1   |      |     |      |      |      |
| C2  | 3  | 2  | 1               | 3  | 1  | 3  | 1        | 4  | 1       | 1   |      |     |      |      |      |
| C3  | 3  | 2  | 1               | 3  | 1  | 3  | 1        | 4  | 1       | 1   |      |     |      |      |      |
| C4  | 3  | 2  | 1               | 3  | 1  | 3  | 1        | 4  | 1       | 1   |      |     |      |      |      |
| C5  | 3  | 2  | 1               | 3  | 1  | 3  | 1        | 4  | 1       | 1   | ]    |     |      |      |      |
| C6  | 3  | 2  | 1               | 3  | 1  | 3  | 1        | 4  | 1       | 1   | ]    |     |      |      |      |
| C7  | 1  | 1  | 1               | 1  |    |    |          |    |         |     | -    |     |      |      |      |
| C8  | 1  | 1  | 1               | 1  |    |    |          |    |         |     |      |     |      |      |      |
| C9  | 1  | 1  | 1               | 1  |    |    |          |    |         |     |      |     |      |      |      |
| C10 | 1  | 1  | 1               | 1  |    |    |          |    |         |     |      |     |      |      |      |
| C11 | 1  | 1  | 1               | 1  |    |    |          |    |         |     |      |     |      |      |      |
| C12 | 1  | 1  | 1               | 1  |    |    |          |    |         |     |      |     |      |      |      |
| C13 | 1  |    |                 |    |    |    |          |    |         |     |      |     |      |      |      |
| C14 | 1  |    |                 |    |    |    |          |    |         |     |      |     |      |      |      |
| C15 | 1  | 1  |                 |    |    |    |          |    |         |     |      |     |      |      |      |
| C16 | 1  |    |                 |    |    |    |          |    |         |     |      |     |      |      |      |
| C17 | 1  |    |                 |    |    |    |          |    |         |     |      |     |      |      |      |
| C18 | 1  |    |                 |    |    |    |          |    |         |     |      |     |      |      |      |

### ACADEMIC TURKISH Course General Information

| Language of Instruction  | English  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Face to Face   |
| Learning Outcomes        | Elective   |
| Objectives of the Course | The aim of this course is; to increase the Turkish reading and understanding levels of students whose native language is not         |
|                          | Turkish; to provide students with the ability to use the features and rules of Turkish correctly and effectively in written and oral |
|                          | expression.  |
| Course Content           | C2 level Turkish Language Teaching to Foreigners course content, scientific text types, spelling rules, punctuation marks prepared   |
|                          | according to the European Common Language portfolio.   |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Defines the types of scientific writing.  |
| C2 | Explain the types of academic writing such as thesis, article and presentation.                 |
| C3 | Compares academic writing types such as thesis, article and presentation.                       |
| C4 | Takes notes and makes inferences while reading texts such as theses, articles and presentation. |
| C5 | Evaluates academic texts.   |
| C6 | Speaks in academic meetings in accordance with the academic language.                           |

#### Recommended or Required Reading

|                               | AKSOY, Ömer Asım: Atasözleri ve Deyimler Sözlüğü - 1 Atasözleri Sözlüğü: İstanbul, 1988: İnkılâp Kitabevi.AKSOY, Ömer Asım:<br>Atasözleri ve Deyimler Sözlüğü - 2 Deyimler Sözlüğü: İstanbul, 1988: İnkılâp Kitabevi.BUCKLEY, Reid: Topluluk Önünde Konuşma -<br>Doğruyu Söylemek Gerekirse: İstanbul, 2001: Sistem Yayıncılık.ÇOTUKSÖKEN, Yusuf: Üniversite Öğrencileri İçin Uygulamalı Türk<br>Dili: İstanbul, 2001: I, II: Papatya Yayıncılık.EKER, Süer: Çağdaş Türk Dili: Ankara, 2003: Grafiker Yayınları.TÜRK DİL KURUMU:<br>Türkçe Sözlük: Ankara, 2011: Türk Dil Kurumu Yayınları: 549.YELTEN, Muhammet: Türk Dili ve Anlatım Bilgileri: İstanbul, 2010:<br>Doğu Kütüphanesi. |
|-------------------------------|--|
| Notes                         | AKŠAN, Doğan: Her Yönüyle Dil - Ana Çizgileriyle Dilbilim: Ankara, 2010: Türk Dil Kurumu Yayınları.BANGUOĞLU, Tahsin:<br>Türkçenin Grameri: Ankara, 2000: Türk Dil Kurumu Yayınları.KARAHAN, Leylâ: Türkçede Söz Dizimi: Ankara, 2010: Akçağ<br>Yayınları.TÜRK DİL KURUMU: Yazım Kılavuzu: Ankara, 2012: Türk Dil Kurumu Yayınları: 859.   |
| Preparation and Documentation | F  |

#### Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Learning the properties of different text types  |
| 2    | Choosing the difference between theory and proposition, developing selective reading and note-taking strategies                        |
| 3    | Capturing side ideas and lines, perceiving depictions  |
| 4    | Speaking, diction, debating (developing opposing views), presentation skills   |
| 5    | Being able to write in different types of fictional and non-fiction text in appropriate language (story, official correspondence)      |
| 6    | Being able to write in different types of fictional and non-fiction texts in the appropriate language (story, official correspondence) |
| 7    | Writing practices (report, article, news) with informative, argumentative, investigative expression                                    |
| 8    | Spelling Rules   |
| 9    | MIDTERM  |
| 10   | Spelling Rules   |
| 11   | Punctuation Marks  |
| 12   | Punctuation Marks  |
| 13   | Learning the ways of developing and organizing thinking, current culture and Turkish culture knowledge                                 |
| 14   | Citing, paragraph and text summarizing, evaluation, criticism  |
| 15   | Library use development, research, execution (survey, interview, video, laboratory)  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 20       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 80       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #  | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1 | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C2 | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C3 | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C4 | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C5 | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C6 | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C7 | 4  | 4  | 4  | 4  |    |    |    |    |    |     |     |     |     |     |     |
| C8 | 4  | 4  | 4  | 4  |    |    |    |    |    |     |     |     |     |     |     |
| C9 | 4  | 4  | 4  | 4  |    |    |    |    |    |     |     |     |     |     |     |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C10 | 4  | 4  | 4  | 4  |    | -  |    | -  |    |     | _   | -   | _   | -   |     |
| C11 | 4  | 4  | 4  | 4  | 1  |    |    |    |    |     |     |     |     |     |     |
| C12 | 4  | 4  | 4  | 4  | ]  |    |    |    |    |     |     |     |     |     |     |
| C13 | 4  |    |    | -  | -  |    |    |    |    |     |     |     |     |     |     |
| C14 | 4  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C15 | 4  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C16 | 4  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C17 | 4  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |
| C18 | 4  | ]  |    |    |    |    |    |    |    |     |     |     |     |     |     |

### TURKISH LANGUAGE-II Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Distance Learning   |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | The aim of this course; to introduce the types of written and oral expression and to gain the ability to use Turkish features and rules |
|                          | correctly and effectively in written and oral expression.   |
| Course Content           | Written expression, oral expression, spelling rules, punctuation marks, expression disorders.   |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Defines the basic concepts of the correct expression.                            |
| C2 | Describes the elements of correct expression.                                    |
| C3 | Implements the capabilities of research, read, write, and obtaining information. |
| C4 | Distinguishes the differences between oral and written expression.               |
| C5 | Grasps the importance of correct expression in communication.                    |
| C6 | Evaluates the elements that make up the correct expression.                      |

#### Recommended or Required Reading

| Resources                     | AKSOY, Ömer Asım: Atasözleri ve Deyimler Sözlüğü - 2 Deyimler Sözlüğü: İstanbul, 1988: İnkılâp Kitabevi.BUCKLEY, Reid:              |
|-------------------------------|---|
|                               | Topluluk Önünde Konuşma - Doğruyu Söylemek Gerekirse: İstanbul, 2001: Sistem Yayıncılık.ÇOTUKSÖKEN, Yusuf: Üniversite               |
|                               | Öğrencileri İçin Uygulamalı Türk Dili: İstanbul, 2001: I, II: Papatya Yayıncılık.AKSOY, Ömer Asım: Atasözleri ve Deyimler Sözlüğü - |
|                               | 1 Atasözleri Sözlüğü: İstanbul, 1988: İnkılâp Kitabevi EKER, Süer: Çağdaş Türk Dili: Ankara, 2003: Grafiker Yayınları TÜRK DİL      |
|                               | KURUMU: Türkçe Sözlük: Ankara, 2011: Türk Dil Kurumu Yayınları: 549.YELTEN, Muhammet: Türk Dili ve Anlatım Bilgileri:               |
|                               | İstanbul, 2010: Doğu Kütüphanesi.   |
| Notes                         | AKSAN, Doğan: Her Yönüyle Dil - Ana Çizgileriyle Dilbilim: Ankara, 2010: Türk Dil Kurumu Yayınları.BANGUOĞLU, Tahsin:               |
|                               | Türkçenin Grameri: Ankara, 2000: Türk Dil Kurumu Yayınları. ERGİN, Muharrem: Üniversiteler İçin Türk Dili: İstanbul, 1986: Boğaziçi |
|                               | Yayınları KARAHAN, Leylâ: Türkçede Söz Dizimi: Ankara, 2010: Akçağ Yayınları KORKMAZ, Zeynep, ERCİLASUN, Ahmet B.;                  |
|                               | GÜLENSOY, Tuncer; PARLATIR, İsmail; ZÜLFİKAR, Hamza; BİRİNCİ, Necat: Türk Dili ve Kompozisyon: Bursa, 2007: Ekin Basım              |
|                               | Yayın Dağıtım.TÜRK DİL KURUMU: Yazım Kılavuzu: Ankara, 2012: Türk Dil Kurumu Yayınları: 859.  |
| Preparation and Documentation |   |

#### Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | The Importance of correct expressions in personal and social communication |
| 2    | Types and Examples of Written Expression                                   |
| 3    | Types and Examples of Written Expression                                   |
| 4    | Types and Examples of Oral Expression                                      |
| 5    | Types and Examples of Oral Expression                                      |
| 6    | Spelling Rules   |
| 7    | Spelling Rules   |
| 8    | Spelling Rules   |
| 9    | MIDTERM  |
| 10   | Punctuation Marks  |
| 11   | Punctuation Marks  |
| 12   | Expression Disorders   |
| 13   | Expression Disorders   |
| 14   | Expression Disorders   |
| 15   | Expression Disorders   |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 20       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 80       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #  | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C2 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C3 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C4 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C5 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C6 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C7 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |     |     |
| C8 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C9 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C10 | 1  | 1  | 1  | 1  | 1  |    | -  |    | -  | -   | -   | -   |     | -   |     |
| C11 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C12 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

### FINANCIAL MATHEMATICS Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Face to Face  |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | In this lesson students will learn about effective financial management practices in businesses and their planning, and they will learn |
|                          | about the mathematical sub-structure necessary for taking effective financial and investment decisions.                                 |
| Course Content           | Introduction to percentage calculations, Introduction to basic intrest applications, Introduction to basic discount method and its      |
|                          | application, Compound interest method and its applications, Mergingand Exchanging Bonds, Annuities, Installment Accounts,               |
|                          | Applications related to money market transactions, Applications related to capital market transactions, Applications related to         |
|                          | assessing stock value.  |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Students will be able to make basic financial mathematical calculations                                 |
| C2 | Students will be able to solve the basic interest, compound interest and terminal interest problems     |
| C3 | Students will be able to solve the discount and changing or merging bond problems                       |
| C4 | Students will be able to explain the price formation of financial products and services                 |
| C5 | Students will be able to usemathematical techniques for pricing the new financial products and services |
| C6 | Students will be able to explain the prices of market tools with mathematical techniques they learned   |

#### Recommended or Required Reading

| Resources                     | Zehra BAŞKAYA, Ticari Matematik, Ekin Yayınevi, Bursa, 2011(in Turkish)Sıdıka PARLAK, Ticari Matematik, Ekin Yayınevi, |
|-------------------------------|--|
|                               | Bursa, 2012(in Turkish)Nurhan AYDIN, Metin COŞKUN, Ticari Matematik, Detay Yayıncılık, Ankara, 2009. (in Turkish)      |
| Notes                         | Nurhan AYDIN, Financial Mathematics, Detay Publishing, Ankara, 2009  |
| Preparation and Documentation | F  |

#### Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Introduction to percentage calculations                   |
| 2    | Introduction to basic intrest applications                |
| 3    | Basic interest method applications                        |
| 4    | Introduction to basic discount method and its application |
| 5    | Introduction to basic discount method and its application |
| 6    | Compound interest method and its applications             |
| 7    | Compound interest method and its applications             |
| 8    | Mergingand Exchanging Bonds                               |
| 9    | Mid-term Exam   |
| 10   | Annuities   |
| 11   | Annuities   |
| 12   | Installment Accounts                                      |
| 13   | Applications related to money market transactions         |
| 14   | Applications related to capital market transactions       |
| 15   | Applications related to assessing stock value             |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 3  | 3  | 2  | 1  | 1  | 2  | 2  | 3  | 1  | 1   |     |     |     | -   |     |
| C2  | 3  | 3  | 2  | 1  | 1  | 2  | 2  | 3  | 1  | 1   | ]   |     |     |     |     |
| C3  | 3  | 3  | 2  | 1  | 1  | 2  | 2  | 3  | 1  | 1   | ]   |     |     |     |     |
| C4  | 3  | 3  | 2  | 1  | 1  | 2  | 2  | 3  | 1  | 1   | ]   |     |     |     |     |
| C5  | 3  | 3  | 2  | 1  | 1  | 2  | 2  | 3  | 1  | 1   | ]   |     |     |     |     |
| C6  | 3  | 3  | 2  | 1  | 1  | 2  | 2  | 3  | 1  | 1   | ]   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C11 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C12 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

### **BUSINESS FINANCE Course General Information**

| Language of Instruction  | -          |
|--------------------------|------------|
| Level of Course Unit     | -          |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course | -          |
| Course Content           |            |

#### $Course \ Learning \ Outcomes: \ Upon \ the \ successful \ completion \ of \ this \ course, \ students \ will \ be \ able \ to:$

| #  | Learning Outcomes   |
|----|---|
| C1 | Recognize and apply investment budgeting methods  |
| C2 | Calculate expected cash flows from possible investments.  |
| C3 | Understands the relationship between risk and gain.   |
| C4 | Understands the basic structure of capital pricing models.  |
| C5 | Knows the capital structure decisions of firms and how these decisions contribute to the value of the firm. |

#### Recommended or Required Reading

| Resources                     | Günay, S. (2019). İşletme Finansı, Ankara: Gazi Kitabevi. |
|-------------------------------|---|
| Notes                         | Günay, S. (2019). İşletme Finansı, Ankara: Gazi Kitabevi. |
| Preparation and Documentation | -   |

#### Weekly Detailed Course Contents

| Week | Торіс                                |
|------|--------------------------------------|
| 1    | time value of money                  |
| 2    | Investment decision rules            |
| 3    | Investment decision rules            |
| 4    | Fundamentals of investment budgeting |
| 5    | Fundamentals of investment budgeting |
| 6    | Stock and company valuation          |
| 7    | Stock and company valuation          |
| 8    | MIDTERM                              |
| 9    | Risk and gain in capital markets     |
| 10   | Risk and gain in capital markets     |
| 11   | Capital pricing models               |
| 12   | Cost of capital                      |
| 13   | Capital structure                    |
| 14   | Dividend policy                      |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % O        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     | -   | -   |     |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C4  | 1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 4  | 5   | ]   |     |     |     |     |
| C5  | 4  | 5  | 5  | 5  | 5  | 5  | 5  | 4  | 5  | 5   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    | -  |    |     | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

### INTRODUCTION TO AUDIT AND AUDIT STANDARDS Course General Information

| Language of Instruction  | -  |
|--------------------------|--|
| Level of Course Unit     | F Contraction of the second se |
| Mode of Delivery         | -  |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | F Contraction of the second se |
| Course Content           | F Contraction of the second se |

#### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Understands the importance of auditing in the enterprises. |
| C2 | Understands the stages of independent auditing.            |
| C3 | Examines the audit process of financial statements.        |
| C4 | Understands the audit report and audit opinions.           |
| C5 | Applies the audit techniques and methodologies.            |

#### Recommended or Required Reading

| Resources                     | Muhasebe Denetimi (Nejat Bozkurt) Denetim (Ersin Güredin)   |
|-------------------------------|---|
| Notes                         | Bağımsız Denetim (Prof. Dr. Seval Kardeş Selimoğlu , Prof. Dr. Mehmet Özbirecikli , Doç. Dr. Şaban Uzay), Muhasebe Denetimi |
|                               | (Nejat Bozkurt) Denetim (Ersin Güredin)   |
| Preparation and Documentation |   |

#### Weekly Detailed Course Contents

| A/ L- |   |  |  |  |
|-------|---|--|--|--|
| Week  | Торіс   |  |  |  |
| 1     | Definition of auditing, between audit and accounting relations.       |  |  |  |
| 2     | Types of controls, the auditor types and techniques of audit evidence |  |  |  |
| 3     | The audit process and working papers                                  |  |  |  |
| 4     | Materiality and risk planning   |  |  |  |
| 5     | Examination of the internal control system                            |  |  |  |
| 6     | The preparation of the audit plan and audit program                   |  |  |  |
| 7     | Accounting audit sampling methods                                     |  |  |  |
| 8     | Midterm Exam  |  |  |  |
| 9     | Completion of the audit work  |  |  |  |
| 10    | Control of balance sheet and income statement                         |  |  |  |
| 11    | Addition to the audit of financial statements                         |  |  |  |
| 12    | The operating cycle of the audit approach                             |  |  |  |
| 13    | Audit report  |  |  |  |
| 14    | General Review  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

|     | 1  | 1  |    | -  |    |    |    | 1  |    | -   | 1   |     |     | -   |     |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
| C1  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C3  | 4  | 5  | 5  | 5  | 4  | 4  | 4  | 5  | 5  | 5   | ]   |     |     |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C5  | 4  | 5  | 4  | 4  | 5  | 5  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C6  | 3  | 2  | 3  | 2  | 3  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

### GENERAL ACCOUNTING-II Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Face to Face   |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | The purpose of the Financial Accounting I, basic accounting principles and evaluation techniques in enterprises within the   |
|                          | framework of financial events that occur over a period of registration in accordance with the uniform chart of accounts, and |
|                          | summarize the teaching of the classification.  |
| Course Content           | 1: Lecture, 2: Question-Answer, 3: Discussion  |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Students will be able to describe fixed asset accounts.                      |
| C2 | Students will be able to be able to define foreign resource accounts         |
| C3 | Students will be able to resolve the sample application                      |
| C4 | Students will be able to associate with the technical knowledge to practical |
| C5 | Students will be able to be able to apply end of period transactions         |

#### Recommended or Required Reading

| Resources                     | Yurdakul Çaldağ, General Account, Gazi Kitabevi, 5. Baskı, Ankara, 2008Ertuğrul Çetiner, General Accounting Theory and Practice, |
|-------------------------------|--|
|                               | Gazi Kitabevi, Ankara, 2009Gürbüz Gökçen, General Accounting, Beta Yayıncılık, 2. Baskı, İstanbul,2009                           |
| Notes                         | General Accounting Lecture Notes   |
| Preparation and Documentation |  |

#### Weekly Detailed Course Contents

| Week | Торіс   |  |  |  |
|------|---|--|--|--|
| 1    | Fixed Asset Accounts                              |  |  |  |
| 2    | Fixed Asset Accounts                              |  |  |  |
| 3    | Fixed Asset Accounts                              |  |  |  |
| 4    | Short-term Liabilities                            |  |  |  |
| 5    | Short-term Liabilities                            |  |  |  |
| 6    | Long- term Liabilities                            |  |  |  |
| 7    | Long- term Liabilities                            |  |  |  |
| 8    | Midterm exam                                      |  |  |  |
| 9    | Shareholders Equity Accounts                      |  |  |  |
| 10   | Shareholders Equity Accounts                      |  |  |  |
| 11   | Income Statement Accounts                         |  |  |  |
| 12   | Income Statement Accounts                         |  |  |  |
|      | End of Period transactions and Adjustment Records |  |  |  |
|      | End of Period transactions and Adjustment Records |  |  |  |
| 15   | Cost Accounts: Options 7A and 7B                  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 20       |
| Quizzes                             | 1        | % 10       |
| Assignment                          | 1        | % 10       |
| Attendance                          | 0        | % 0        |
| Practice                            | 1        | % 10       |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 50       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 5        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     | -   | _   | _   |     |
| C2  | 1  | 5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C3  | 1  | 5  | 5  | 5  | 5  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C4  | 1  | 5  | 5  | 5  | 5  | 5  | 5  | 1  | 1  | 1   |     |     |     |     |     |
| C5  | 1  | 5  | 1  | 1  | 5  | 5  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

### **ENLISH-II** Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
|                          |  |
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Face to Face   |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | In this lesson, it is aimed at helping the students to analyse texts in relation to the daily topics with different reading strategies; to |
|                          | mprove their' oral skills in English and enabling them to express their thoughts and opinions appropriately and to interpret texts on      |
|                          | their own and to convey their opinions individually in group activities.   |
| Course Content           | Vocabulary related with vacation activities, talking and writing about vacations, agreeing, disagreeing, listening to a record about       |
|                          | activities and plans, reading about unusual vacation article. Vocabulary about movie and music styles, talking and writing about           |
|                          | them, giving opinions, adjectives ending with -ing and -ed, listening to a record about making movies and music, reading a text            |
|                          | about movie reviews.Vocabulary about geographical features and places, talking and writing about them, listening to a geography            |
|                          | game show, reading deadly animals article, superlative forms of the adjectives. Vocabulary about extreme sports and activities,            |
|                          | talking and writing about personal experiences, present perfect tense, listening to a record about personal experiences, reading an        |
|                          | extreme sports article Vocabulary about social events, talking and writing about social events, using before, after and when in            |
|                          | sentences, listening to a record about New Year's traditions, reading about famous festivals. Verb phrases about healthy/unhealthy         |
|                          | life style, giving suggestions and talking about obligations (rules), should and have to, listening to a record about giving advice,       |
|                          | reading about managing stress. Vocabulary about things to buy, talking about complaints and shopping, too, enough, many, much,             |
|                          | istening to a record about shopping habits, reading an online shopping article. Vocabulary used decribing people's personality and         |
|                          | appearance, talking and writing about preferences, relative (Adjective) clauses, listening to voicemail messages, reading a dating         |
|                          | advice. Vocabulary about housing options and locations, talking and writing about housing options, if clauses with modals, listening to    |
|                          | student interviews, reading an article about changes.Vocabulary about extreme natural events, speculating, modals of possibility,          |
|                          | listening to news about extreme natural events, reading storm-chaser article. Vocabulary about levels of education, school activities      |
|                          |  |
|                          | and clubs, talking about past habits, used to, listening to a record about family histories, and reading a biographical                    |
|                          | article. Vocabulary about injuries and illness, reporting events, past continuous tense, listening to a record describing accidents,       |
|                          | reading dramatic events article.   |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes  |
|--|
| Participates in most routine social conversations.   |
| Talks about needs and familiar topics of personal relevance.   |
| Understands simple exchanges of information, common daily instructions, direct questions about familiar topics, and routine media announcements. |
| Understands the purpose, main ideas, and limited details of authentic 2-3-paragraph texts.   |
| Effectively conveys an opinion, feeling, or experience in a simple paragraph.  |
| Writes short letters and notes on familiar topics.   |
| Possesses a range of common everyday vocabulary.   |
| Uses a variety of simple structures and some complex ones in spoken interaction.   |
| Effectively communicates basic needs in a culturally appropriate manner.   |
| Produces fluent and connected speech.  |
|  |

#### Recommended or Required Reading

| Resources                     | English File Pre-intermediate Course Book 4th ed., Oxford University Press |
|-------------------------------|--|
| Notes                         | English File Pre-intermediate Workbook 4th ed., Oxford University Press    |
| Preparation and Documentation | k la la la la la la la la la la la la la                                   |

#### Weekly Detailed Course Contents

| Week | Торіс  |  |  |  |
|------|--|--|--|--|
| 1    | infinitive, verbs + infinitive; gerunds  |  |  |  |
| 2    | verbs + gerund; have to / dont have to / must /mustnt, adjectives + prepositions |  |  |  |
| 3    | should, get phrases; first conditional   |  |  |  |
| 4    | confusing verbs; possessive pronouns, adverbs of manner                          |  |  |  |
| 5    | second conditional, animals & insects; Present Perfect (for, since)              |  |  |  |
| 6    | words related to fear; Present Perfect vs. Past Simple, biographies              |  |  |  |
| 7    | expressing movement, sports; word order of phrasal verbs                         |  |  |  |
| 8    | Mid term exam  |  |  |  |
| 9    | phrasal verbs; the passive, people from the different countries                  |  |  |  |
| 10   | used to, school subjects; might  |  |  |  |
| 11   | noun formation; so, neither, similarities and differences                        |  |  |  |
| 12   | Past Perfect, time expressions; reported speech                                  |  |  |  |
| 13   | say or tell; questions wihout auxilaries, revision of question words             |  |  |  |
| 14   | Revision   |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 30       |
| Quizzes                             | 1        | % 20       |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 50       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 3        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C2  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C3  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C4  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C6  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C7  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C8  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C9  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C10 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |

### PRINCIPLES OF ATATURK AND HISTORY OF REVOLUTION-II Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Distance Learning   |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | The aim of this course is to adopt Ataturk's revolutions and principles which form the basis of the state, and evaluate them within the |
|                          | framework of political, social, economical and cultural developments.   |
| Course Content           | Turkish Revolution, Foreign policy during Atatürk period, ataürk principlas ano complementary principlas, Atatürk's death andTurkey     |
|                          | after the death of Atatürk.   |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Students will be able to define how Rebublic of Turkey has been found   |
| C2 | Students will be able to explain political, social, economical, cultural differences and developments in society as a result of the reconstruction of the state and |
|    | community   |
| C3 | Students will be able to give examples on political, social, economical and cultural changes during the transitional phase to a National state                      |
| C4 | Students will be able to distinguish Principles and revolutions of Ataturkwhich form the basis of the state   |
| C5 | Students willbe able to interpret revolutions aimed to take the Turkish republic to a higherlevel similar tomodern nations.   |
| C6 | Students will be able to evaluate the changes occuring in society and internal-external affairs encountered in accordance with the principles and revolutions       |
|    | of Ataturk  |

#### Recommended or Required Reading

| Resources                     | Atatürk İlkeleri ve İnkılâp Tarihi (Okutman Yayıncılık)Sina AKŞİN, Kısa Türkiye TarihiMustafa Kemal ATATÜRK, Nutuk |
|-------------------------------|--|
| Notes                         | Atatürk İlkeleri ve İnkılâp Tarihi KIRKLARELİ ÜNİVERSİTESİ YAYNLARI  |
| Preparation and Documentation |  |

#### Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | The frontlines in the Independence War, (the Southern Front, the Eastern Front)                                     |
| 2    | The frontlines in the Independence War (the Western Front)  |
| 3    | Çanakkale Case, The Armistice of Mudanya, Lausanne Conference and Peace Treaty                                      |
| 4    | The abolition of Sultanate, the proclamation of Republic, the abolition of the Caliphate                            |
| 5    | The trials of the Formation of the Multi-Party System, The costitutions of 1921 and 1924 and the revolutions in law |
| 6    | The revolutions in education, the revolution in culture   |
| 7    | The social (societal) revolutions, The revolutions in economy, the revolutions in health                            |
| 8    | Midterm Exam  |
| 9    | Turkish foreign policy in Atatürk's period (1923-1930 period)   |
| 10   | Turkish Foreign Policy in Atatürk's Period (1930 1938 Period)   |
| 11   | Atatürk's Principles (Republicanism, Nationalism, Populism)   |
| 12   | Atatürk's Principles (Statism, Secularism, Reformism)   |
| 13   | Supplementary Principles, The illness of Atatürk and his death  |
| 14   | World War II, Genereal situation of Turkey and the World during and after the war                                   |
| 15   | Turkey in Democrat Party Period   |
| 16   | Final Exam  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 20       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 80       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     | -   | -   |     |     |
| C2  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C3  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C4  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C11 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C12 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

### FINANCIAL MANAGEMENT Course General Information

| Language of Instruction  | Turkish                                  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate                            |
| Mode of Delivery         | Online                                   |
| Learning Outcomes        | Compulsory                               |
| Objectives of the Course | k la la la la la la la la la la la la la |
| Course Content           | k la la |

#### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes  |
|--|
| To enable students to have an idea about the concept of financial management in general.   |
| To gain the ability to interpret the management of resources and equity capital of enterprises.                                    |
| To train an engineer who has a command of the whole system by combining the concept of management with an engineers point of view. |
| Developing management knowledge skills   |
| Knowledge of money market instruments  |
|  |

#### Recommended or Required Reading

| Resources                     | Aydın, N., M. Başar ve M. Çoşkun (2006), Finansal Yönetim, Aktüel Tanıtım ve Ofset Hizmetleri, Eskişehir.  |
|-------------------------------|--|
| Notes                         | -Aydın, N., M. Başar ve M. Çoşkun (2006), Finansal Yönetim, Aktüel Tanıtım ve Ofset Hizmetleri, Eskişehir. |
| Preparation and Documentation | -  |

#### Weekly Detailed Course Contents

| Week |   |  |  |  |  |  |
|------|---|--|--|--|--|--|
| Week |   |  |  |  |  |  |
| 1    | General introduction of financial resources and distribution for students to present and research |  |  |  |  |  |
| 2    | General introduction of financial resources   |  |  |  |  |  |
| 3    | General introduction of financial resources   |  |  |  |  |  |
| 4    | Financing Bills and Factoring   |  |  |  |  |  |
| 5    | Asset-backed securities and other sources of financing  |  |  |  |  |  |
| 6    | Asset-backed securities and other sources of financing  |  |  |  |  |  |
| 7    | Asset-backed securities and other sources of financing  |  |  |  |  |  |
| 8    | MIDTERM   |  |  |  |  |  |
| 9    | Forfaiting  |  |  |  |  |  |
| 10   | Leasing   |  |  |  |  |  |
| 11   | Bonds   |  |  |  |  |  |
| 12   | Bonds   |  |  |  |  |  |
| 13   | Stocks  |  |  |  |  |  |
| 14   | Evaluation of the period  |  |  |  |  |  |
| 15   | FINAL   |  |  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     | -   |     |     |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C6  | 3  | 3  | 3  | 3  | 3  |    |    |    |    |     | _   |     |     |     |     |
| C7  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

### FOREIGN TRADE TRANSACTIONS Course General Information

| Longuage of Instruction  |          |
|--------------------------|----------|
| Language of Instruction  | F        |
| Level of Course Unit     | -        |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course |          |
| Course Content           |          |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | To be able to know the basic concepts of foreign trade   |
| C2 | To be able to know the import and export operations and able to analyzing countrys foreign trade |
| C3 | To be able to understand the documents used and organized in foreign trade                       |
| C4 | To be able to know incoterms and payment methods in foreign trade                                |
| C5 | Defining land discuss letters of credit and letters of guarantee in foreign trade                |
| C6 | Recognition of financial techniques and financial instruments used in foreign trade              |

#### Recommended or Required Reading

| F   | Resources                     | - Feridun Kaya, Dış Ticaret İşlemleri Yönetimi, (Beta Yayınevi, İstanbul, 2015); Mehmet Tomanbay, Uluslararası Ticaret ve |
|-----|-------------------------------|---|
|     |                               | Finansmanı, (Gazi Kitabevi: 2014)   |
| - N | lotes                         | - Feridun Kaya, Dış Ticaret İşlemleri Yönetimi, (Beta Yayınevi, İstanbul, 2015); Mehmet Tomanbay, Uluslararası Ticaret ve |
|     |                               | Finansmanı, (Gazi Kitabevi: 2014)   |
| E   | Preparation and Documentation | -   |

#### Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| A    |   |
|      | General principles of foreign trade-I                     |
| 2    | General principles of foreign trade-II                    |
| 3    | Documents used in foreign trades                          |
| 4    | Delivery types in foreign trade-I                         |
| 5    | Delivery types in foreign trade-II                        |
| 6    | Payment types in foreign trade-I                          |
| 7    | Payment types in foreign trade-II                         |
| 8    | Mid-term Exam   |
| 9    | Letters of Guarantee in International Trade               |
| 10   | Foreign trade legislation: export and import transactions |
| 11   | Financing Methods in Foreign Trade -I                     |
| 12   | Financing Methods in Foreign Trade -II                    |
| 13   | Government aids and incentives in foreign trade           |
| 14   | Institutions and Organizations Related to Foreign Trade   |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

P13

P14 P15

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|
| C1  | 3  | 2  | 2  | 2  | 1  | 2  | 2  | 2  | 1  | 1   |     |     |
| C2  | 3  | 2  | 2  | 2  | 1  | 2  | 2  | 2  | 1  | 1   |     |     |
| C3  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 1  | 1   |     |     |
| C4  | 1  | 1  | 1  | 1  | 1  | 2  | 1  | 1  | 1  | 1   |     |     |
| C5  | 2  | 1  | 1  | 1  | 1  | 2  | 1  | 1  | 1  | 1   |     |     |
| C6  | 2  | 1  | 1  | 1  | 1  | 2  | 1  | 1  | 1  | 1   |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |
| C11 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |
| C12 | 1  | 1  | 1  | 1  | 1  | 1  |    |    |    |     |     |     |

### FAMILY BUSINESS AND MANAGEMENT Course General Information

| Language of Instruction  | ŀ        |
|--------------------------|----------|
| Level of Course Unit     | P        |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | P        |
| Course Content           |          |

#### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes  |
|--|
| Students gain the ability to better understand family businesses that are numerous in Turkey |
| Students gain the ability to find solutions to these firms problems                          |
| Students know institutional theory and its development                                       |
| Students grasp the importance of institutionalization for family businesses                  |
| Students learn the management principles of family businesses                                |
|  |

#### Recommended or Required Reading

| Resources                     | Yonca Gürol; Örgütlerde Kurumsallaşmanın Temelleri, Beta Yayınevi, 2. baskı, 2011. Aydın Ural, Aile İşletmelerinde Kurumsallaşma |
|-------------------------------|--|
|                               | Sendromu, Sistem Yayıncılık, 2009.   |
| Notes                         | -  |
| Preparation and Documentation |  |

#### Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Introduction   |
| 2    | Overview of Family Businesses  |
| 3    | Organization Principles and Management                                       |
| 4    | Organizational Institutionalization  |
| 5    | Institutionalization in Family Businesses                                    |
| 6    | Characteristics of Family Companies with High Levels of Institutionalization |
| 7    | Development of Institutionalization Theory                                   |
| 8    | Midterm Exam   |
| 9    | Strategies for Coping with Institutional Environmental Forces                |
| 10   | Organization Ecology   |
| 11   | Isomorphism  |
| 12   | Institutional Change Process   |
| 13   | Institutionalization and Family Companies                                    |
| 14   | Deinstitutionalization   |
| 15   | Final  |
|      |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1  | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11  | P12 | P13 | P14  | P15 |
|-----|-----|----|----|----|----|----|----|----|----|-----|------|-----|-----|------|-----|
|     | E I | FZ | FJ | F4 | FJ | FU | F7 | FO | Fð | FIU | F II | FIZ | FIJ | F 14 | FIJ |
| C1  | 1   | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |      |     |     |      |     |
| C2  | 1   | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |      |     |     |      |     |
| C3  | 2   | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2   | ]    |     |     |      |     |
| C4  | 1   | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]    |     |     |      |     |
| C5  | 1   | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]    |     |     |      |     |
| C6  | 1   | 1  | 1  | 1  | 1  |    |    | -  |    | -   | -    |     |     |      |     |
| C7  | 1   | 1  | 1  | 1  | 1  |    |    |    |    |     |      |     |     |      |     |
| C8  | 1   | 1  | 1  | 1  | 1  |    |    |    |    |     |      |     |     |      |     |
| C9  | 1   | 1  | 1  | 1  | 1  |    |    |    |    |     |      |     |     |      |     |
| C10 | 1   | 1  | 1  | 1  | 1  |    |    |    |    |     |      |     |     |      |     |

### ACCOUNTING PRACTICES Course General Information

| Language of Instruction  |          |
|--------------------------|----------|
| Language of Instruction  | F        |
| Level of Course Unit     | -        |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course |          |
| Course Content           |          |

#### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | To be able to make peculiar accounting practices   |
| C2 | To be able to learn the effects of tax legislation and accounting standards on accounting practices. |
| C3 | To able to make reporting in accordance with accounting standards.                                   |
| C4 | To be able to prepare financial statements prepared according to tax legislation according to TFRS.  |
| C5 | To be able to learn the contemporary subjects of accounting standards.                               |

#### Recommended or Required Reading

| Resources                     | Turkish Financial Reporting Standards Appllication and Reviews (Örten, R; Kaval, H.; Karapınar, A.) |
|-------------------------------|---|
| Notes                         | Accounting Practices Notes  |
| Preparation and Documentation |   |

#### Weekly Detailed Course Contents

| Week  |   |  |  |  |
|-------|---|--|--|--|
| VVCCK |   |  |  |  |
| 1     | Introduction- Overview of accounting practices.                                 |  |  |  |
| 2     | The impact of tax legislation and accounting standards on accounting practices. |  |  |  |
| 3     | Examination of financial reporting standards in Turkey                          |  |  |  |
| 4     | Business and accounting practices of related parties.                           |  |  |  |
| 5     | Accounting practices related to stock.  |  |  |  |
| 6     | Accounting treatment of assets.   |  |  |  |
| 7     | Accounting practices related to liabilities.                                    |  |  |  |
| 8     | Mid-Term Exam   |  |  |  |
| 9     | Accounting applications related to financial assets                             |  |  |  |
| 10    | Accounting applications for revenue measurement                                 |  |  |  |
| 11    | accounting practices related to leasing transactions.                           |  |  |  |
| 12    | Financial reporting applications under TFRS.                                    |  |  |  |
| 13    | Financial reporting applications under TFRS.                                    |  |  |  |
| 14    | Financial reporting applications under TFRS.                                    |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 1  | 3  | 2  | 1  | 2  | 3  | 3  | 3  | 2  | 1   |     | -   | -   | -   |     |
| C2  | 1  | 4  | 2  | 1  | 4  | 3  | 2  | 3  | 2  | 1   | ]   |     |     |     |     |
| C3  | 1  | 2  | 1  | 1  | 2  | 3  | 4  | 1  | 2  | 3   | ]   |     |     |     |     |
| C4  | 1  | 2  | 1  | 1  | 2  | 3  | 4  | 2  | 3  | 1   | ]   |     |     |     |     |
| C5  | 1  | 2  | 1  | 1  | 1  | 2  | 3  | 1  | 2  | 3   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    | -  |     | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

### **BUSINESS ENGLISH-I Course General Information**

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Face to Face  |
| Learning Outcomes        | Elective  |
| Objectives of the Course | There are three important objectives in this course. The first aim of the course is to provide the student with the knowledge of          |
|                          | English concepts and terms related to the issues that they may encounter in their professional life. The second aim is to provide the     |
|                          | students with the real materials to be familiar with these situations in order to perform formal writing, reading, speaking and listening |
|                          | tasks that they will need in the future business life and to develop these skills. The third objective is to provide the student with the |
|                          | ability to understand the main points of the subject when the standard language is clearly used.  |
| Course Content           | Appropriate books, materials and assessment methods selected to improve students' English reading, listening, writing and                 |
|                          | speaking skills.  |

### $Course \ Learning \ Outcomes: \ Upon \ the \ successful \ completion \ of \ this \ course, \ students \ will \ be \ able \ to:$

| 11 |   |
|----|---|
| #  | Learning Outcomes   |
| C1 | He / She gains knowledge of concepts and vocabulary related to his / her field of study.  |
| C2 | He /She uses concepts and words related to his/her field of study in sentences.   |
| C3 | He /She can write and say a summary of what he/she has watched, listened and read about his/her field in his/her own sentences.                             |
| C4 | Using keywords related to his/ her field, She/ he can search the internet to access English explanations and listen to youtube, ted talk, podcasts and news |
|    | among the ones he finds most necessary for his job, and read from sources such as Investopedia or wikipedia and understand the main idea of the subject.    |
| C5 | He/ She can write articles, make phone calls, and respond to official letters she/ he receives, similar to the official correspondence samples (heshe may   |
|    | need in her/his profession.   |
| C6 | He / She can make a presentation on a topic in English.   |

#### Recommended or Required Reading

| Resources                     | TED talks, news, bilingual online and offline dictionaries. |
|-------------------------------|---|
| Notes                         | Business Result Pre-intermediate Second Edition, OUP        |
| Preparation and Documentation | -   |

#### Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Researching the job market, job adverts, job descriptions |
| 2    | CV, Cover letter and job interview                        |
| 3    | Unit 1: Company facts                                     |
| 4    | Unit 1: Company facts                                     |
| 5    | Unit 1: Company facts                                     |
| 6    | Unit 2: Describing your job and contracts                 |
| 7    | Unit 2: Describing your job and contracts                 |
| 8    | Midterm   |
| 9    | Unit 2: Describing your job and contracts                 |
| 10   | Unit 2: Describing your job and contracts                 |
| 11   | Unit 3: Describing Products and Services                  |
| 12   | Unit 3: Describing Products and Services                  |
| 13   | Unit 3: Describing Products and Services                  |
| 14   | Unit 3: Describing Products and Services                  |
| 15   | Unit 3: Describing Products and Services                  |
| 16   | Final exam  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 25       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 25       |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 50       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #  | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C2 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C3 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C4 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C5 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |
| C6 | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | 1   | 1   | 1   | 1   | 1   |

### LAW OF OBLIGATIONS Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Online   |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | The aim of the course is to prepare the students to life by teaching basic information, concepts and principles of the obligations law.  |
| Course Content           | Law of obligations and its contents, sources of obligations, obligations deriving from contracts, establishment of contracts, conditions |
|                          | for validity of agreement, collusion, overcharge, obligations deriving from torts, Negligence, cases of strict liability, obligations    |
|                          | deriving from unjust enrichment, pecuniary and non-pecuniary damage, perform of obligations, default of creditor, default of debtor,     |
|                          | termination of obligations,transfer of credits and transfer of debts   |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | To understand the importance of law of obligations  |
| C2 | Evaluate current events within the framework of the law of obligations  |
| C3 | Identify Different Kinds of Debt  |
| C4 | Explain the emergence of obligation, the concept of act, the end of obligation and the rights and responsibilities of obligator and obligee |
| C5 | Illustrate the concept of tort and injust enrichment  |
| C6 | Analyse and solve the consequences of discharge and default in payment  |
| C7 | Analyse the informations of Contract Law with concrete examples in social life  |

#### Recommended or Required Reading

| Resources                     | General Provisions of Obligations Law, Prof. Dr. M. Kemal Oğuzman- Prof. Dr. M. Turgut Öz, İstanbul, 2009General Provisions of    |
|-------------------------------|---|
|                               | Obligations Law, Prof. Dr. İbrahim Kaplan, 2009General Provisions of Obligations Law, Prof. Dr. Ali Bozer, 2007                   |
| Notes                         | Borçlar Hukuku Genel Hükümler-Özel Borç İlişkileri, Prof. Dr. Turgut Akıntürk-Yrd Doç. Dr. Derya Ateş, Beta Yayıncılık, İstanbul, |
|                               | 2019 (in Turkish)   |
| Preparation and Documentation | k   |

#### Weekly Detailed Course Contents

| Торіс  |  |  |  |
|--|--|--|--|
| Law of obligations and its contents, obligation, debtor-collector relation and concepts of responsibility, legal nature of debtor-collector relation               |  |  |  |
| Sources of obligations, obligations deriving from legal transactions especially contracts, establishment of contracts, offer and acceptance, agreement             |  |  |  |
| capacity, consent (concurrence), subject of the contract, interpretation of contract   |  |  |  |
| Conditions for validity of agreement, defective will (fault, deceit, compulsion), unethical transactions, collusion, overcharge                                    |  |  |  |
| Form of legal transaction, representation, nullity of legal transaction, annulability  |  |  |  |
| Obligations deriving from torts, the concept of torts, terms of tort liability, coexistence and comparison of tort liability and liability derived from infraction |  |  |  |
| Negligence, cases of strict liability, joint responsibility  |  |  |  |
| Pecuniary and non-pecuniary damage, determination of damages   |  |  |  |
| Obligations deriving from unjust enrichment  |  |  |  |
| Midterm exam   |  |  |  |
| Perform of obligations, perform of various debt relations, subject of performance, place and time of performance, proof of performance and presumptions of         |  |  |  |
| performance  |  |  |  |
| Default of creditor, consequences of non-performance of obligation, infringement of performance, concept of opposition to obligations                              |  |  |  |
| Default of debtor and consequences, competition of responsibilities  |  |  |  |
| Termination of obligations, impossibility, acquittal, renewal, confusion of debts, barter, time-bar  |  |  |  |
| Special cases ofdebt relations, the effects of the debt to the third parties, contingent liabilities, suspensive condition, condition subsequent, forfeit money,   |  |  |  |
| penal clause   |  |  |  |
| Transfer of credits and transfer of debts  |  |  |  |
|  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #  | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1 | 1  | 1  | 0  | 2  | 4  | 4  | 2  | 4  | 1  | 5   | 1   | 1   | 1   | 1   | 1   |
| C2 | 1  | 3  | 1  | 1  | 4  | 3  | 4  | 2  | 5  | 0   | 1   | 1   | 1   | 1   | 1   |
| C3 | 2  | 3  | 5  | 2  | 3  | 4  | 5  | 3  | 2  | 4   | 1   | 1   | 1   | 1   | 1   |
| C4 | 3  | 4  | 2  | 3  | 4  | 2  | 2  | 3  | 4  | 2   | 1   | 1   | 1   | 1   | 1   |
| C5 | 2  | 3  | 4  | 2  | 3  | 4  | 3  | 2  | 2  | 3   | 1   | 1   | 1   | 1   | 1   |
| C6 | 3  | 2  | 4  | 3  | 3  | 4  | 2  | 3  | 4  | 4   | 1   | 1   | 1   | 1   | 1   |
| C7 | 3  | 4  | 2  | 4  | 3  | 2  | 5  | 4  | 3  | 2   | 1   | 1   | 1   | 1   | 1   |

### INVENTORY AND FINANCIAL REPORTS Course General Information

| Language of Instruction  | •   |
|--------------------------|---|
| Level of Course Unit     | -   |
| Mode of Delivery         |   |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | Course Objective: To comprehend accounting and non-accounting inventory transactions and records in accounting, to give |
|                          | information about the preparation of financial statements.  |
| Course Content           | 1: Lecture, 2: Question-Answer, 3: Discussion   |

#### $Course \ Learning \ Outcomes: \ Upon \ the \ successful \ completion \ of \ this \ course, \ students \ will \ be \ able \ to:$

| #  | Learning Outcomes   |  |  |  |
|----|---|--|--|--|
| C1 | Explain how a business choice of inventory method affects its costs |  |  |  |
| C2 | Knows the relationship between inventory and balance sheet          |  |  |  |
| C3 | Knows the advantages and disadvantages of each inventory method     |  |  |  |
| C4 | Applies inventory methods   |  |  |  |
| C5 | Defines the concepts of inventory and balance sheet                 |  |  |  |

#### Recommended or Required Reading

| Resources                     | Tekdüzen Muhasebe Sistemi Uygulaması (Nalan Akdoğan ve Orhan Sevilengül)   |
|-------------------------------|--|
| Notes                         | Uniform Accounting System Implementation (Nalan Akdoğan and Orhan Sevilengül)Sinan Aslan, Inventory ValuationPractises, Beta |
|                               | yayım Dağıtım,İstanbul,2010  |
| Preparation and Documentation | Lecture notes and textbooks  |

#### Weekly Detailed Course Contents

| Week | Торіс  |  |  |  |  |
|------|--|--|--|--|--|
|      |  |  |  |  |  |
|      | ventory and valuation of income accounts     |  |  |  |  |
| 2    | Inventory and valuation of expense accounts  |  |  |  |  |
| 3    | general temporary trial balance              |  |  |  |  |
| 4    | General temporary trial balance transactions |  |  |  |  |
| 5    | exact trial balance                          |  |  |  |  |
| 6    | Balance Sheet                                |  |  |  |  |
| 7    | Income Statement                             |  |  |  |  |
| 8    | Mid Term Exam                                |  |  |  |  |
| 9    | Application                                  |  |  |  |  |
| 10   | Application                                  |  |  |  |  |
|      | Application                                  |  |  |  |  |
| 12   | Application                                  |  |  |  |  |
|      | Application                                  |  |  |  |  |
| 14   | Final Exam                                   |  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 2  | 3  | 4  | 1  | 2  | 2  | 3  | 3  | 1  | 4   |     |     | _   | -   | -   |
| C2  | 1  | 2  | 3  | 4  | 2  | 1  | 2  | 5  | 2  | 4   | ]   |     |     |     |     |
| C3  | 1  | 2  | 3  | 4  | 2  | 3  | 1  | 2  | 4  | 5   | ]   |     |     |     |     |
| C4  | 2  | 3  | 1  | 2  | 2  | 3  | 1  | 2  | 1  | 4   |     |     |     |     |     |
| C5  | 5  | 2  | 4  | 5  | 5  | 1  | 2  | 2  | 3  | 4   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    | -  | -  |    | -   | -   |     |     |     |     |
| C7  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 2  | 2  | 2  | 2  | 5  |    |    |    |    |     |     |     |     |     |     |

### ADJUSTING PROCESS AND VALUATION Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Online  |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | The purpose of the course is to acquaint students with the review and valuation of each asset, liability, income, and expense item    |
|                          | when preparing financial statements of enterprises as of the end of the period, which is the desired date for extracting financial    |
|                          | results. This process involves adherence to generally accepted accounting principles, accounting standards, and other legal           |
|                          | regulations.  |
| Course Content           | When preparing the financial statements of businesses as of the end of the period, which is the desired date for deriving operational |
|                          | results, each asset, liability, income, and expense item is reviewed and valued. Preparation of financial statements in accordance    |
|                          | with generally accepted accounting principles, accounting standards, and other legal regulations.                                     |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Students shall gain theoretical and practical knowledge and skills for performing year-end accounting procedures |
| C2 | Students shall gain theoretical and practical knowledge and skills for preparing year-end finacial statements    |
| C3 | Students shall have knowledge about legal regulations related to year-end accounting procedures                  |
| C4 | Students shall have knowledge the role and importance of year-end accounting procedures in accounting process    |
| C5 | To be able to learn to close accounts at the end of the period.  |

#### Recommended or Required Reading

| Resources                     | dem Çabuk, Muhasebede Dönem Sonu İşlemleri, Dora Yayınları, 2009Mehmet Özbirecikli, Dönem Sonu İşlemleri Muhasebesi, |
|-------------------------------|--|
|                               | Detay Yayıncılık, 2009   |
| Notes                         | -  |
| Preparation and Documentation | -  |

#### Weekly Detailed Course Contents

| Week | Topic  |  |  |  |  |
|------|--|--|--|--|--|
| 1    | The information about inventory  |  |  |  |  |
| 2    | The types, steps and timing of inventory   |  |  |  |  |
| 3    | The information about valuation and valuation according to Turkish Commercial Code, Tax Procedural Law and Capital Market Law. |  |  |  |  |
| 4    | The inventory and valuation of assets – 1  |  |  |  |  |
| 5    | The inventory and valuation of assets – 2  |  |  |  |  |
| 6    | The inventory and valuation of assets – 3  |  |  |  |  |
| 7    | The inventory and valuation of liabilities -1  |  |  |  |  |
| 8    | Midterm 1  |  |  |  |  |
| 9    | The inventory and valuation of liabilities – 2   |  |  |  |  |
| 10   | The inventory and valuation of equities  |  |  |  |  |
| 11   | he inventory and valuation of income accounts  |  |  |  |  |
| 12   | The inventory and valuation of expense accounts  |  |  |  |  |
| 13   | Prepared year-end financial statements   |  |  |  |  |
| 14   | Case studies   |  |  |  |  |
| 15   | Final  |  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 2  | 2  | 3  | 2  | 2  | 2  | 2  | 3  | 3  | 3   |     | -   | _   |     | -   |
| C2  | 4  | 4  | 4  | 4  | 4  | 2  | 2  | 2  | 2  | 1   | ]   |     |     |     |     |
| C3  | 1  | 2  | 3  | 4  | 2  | 3  | 1  | 2  | 2  | 2   | ]   |     |     |     |     |
| C4  | 1  | 2  | 3  | 2  | 3  | 4  | 1  | 2  | 3  | 2   | 1   |     |     |     |     |
| C5  | 2  | 3  | 3  | 2  | 2  | 4  | 1  | 3  | 2  | 1   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 2  | 2  | 2  | 2  | 2  | 1  |    |    |    |     |     |     |     |     |     |
| C8  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 2  | 1  | 2  | 2  | 1  | ]  |    |    |    |     |     |     |     |     |     |
|     |    |    |    |    |    | -  |    |    |    |     |     |     |     |     |     |

### STATISTICS Course General Information

| Language of Instruction  | Turkish  |
|--------------------------|--|
| Level of Course Unit     | Undergraduate  |
| Mode of Delivery         | Face to Face   |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | The objective of the course is to comprehend basic statistical concepts; gain the ability to statically compile, process and abstract, |
|                          | report and interpret the data that may be experienced in daily and professional life.  |
| Course Content           | The ciontent of this course is the basic concepts of statistics; basic knowledge needed for gathering, classifying, organizing,        |
|                          | presenting and interpreting data; measures of central tendency and dispersion, probability theory, basic statistical distributions and |
|                          | indices.   |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | To be able to describe basic concepts of statistics   |
| C2 | To be able to explain data gathering methods  |
| C3 | To be able to find and interpret measures of central tendency and dispersion which are methods of descriptive statistics.                                       |
| C4 | To be able to perform calculation of fundamental probability.   |
| C5 | To be able to describe "random variable" concepts; to find out expected value of random variable and its variance.  |
| C6 | To be able to solve problems about Bernoulli distribution and Poisson distribution which are discrete distributions and Normal Distribution and Standard        |
|    | Normal Distribution which are continuous distributions.   |
| C7 | To be able to explain proportionately the variations of the variable or variables changes in time and between places and to interpret this proportional change. |

Recommended or Required Reading

| Resources                     | Uygulamalı İstatistik Prof.Dr. Özer Serper EZGİ KİTABEVİ                                    |
|-------------------------------|---|
| Notes                         | İstatistik Metodları ve Uygulamaları, Prof. Dr. Fazıl Güler, Beta Yayınları, İstanbul, 2008 |
| Preparation and Documentation | -   |

#### Weekly Detailed Course Contents

| Week  | Tania  |  |  |  |  |
|-------|--|--|--|--|--|
| vveek | Торіс  |  |  |  |  |
| 1     | Definition and Aim of Statistics                   |  |  |  |  |
| 2     | Data Types and Data Gathering                      |  |  |  |  |
| 3     | Data Processing                                    |  |  |  |  |
| 4     | Central Tendency Measures                          |  |  |  |  |
| 5     | Distribution Measures                              |  |  |  |  |
| 6     | Indices – Types of Indices                         |  |  |  |  |
| 7     | Types and Practical Implications of Indices        |  |  |  |  |
| 8     | Mid-term Exam                                      |  |  |  |  |
| 9     | Probability Theory                                 |  |  |  |  |
| 10    | Independent and Dependent Events                   |  |  |  |  |
| 11    | Conditional Probability                            |  |  |  |  |
| 12    | Expected Value and its Variance                    |  |  |  |  |
| 13    | Binominal and Poisson Distribution                 |  |  |  |  |
| 14    | Normal Distribution – Standard Normal Distribution |  |  |  |  |
| 15    | General Overview                                   |  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 2  | 2  | 1  | 3  | 2  | 3  | 1  | 3  | 1  | 3   |     |     |     | -   | •   |
| C2  | 2  | 2  | 1  | 3  | 2  | 3  | 1  | 3  | 1  | 3   |     |     |     |     |     |
| C3  | 2  | 2  | 1  | 3  | 2  | 3  | 1  | 3  | 1  | 3   |     |     |     |     |     |
| C4  | 2  | 2  | 1  | 3  | 2  | 3  | 1  | 3  | 1  | 3   |     |     |     |     |     |
| C5  | 2  | 2  | 1  | 3  | 2  | 3  | 1  | 3  | 1  | 3   |     |     |     |     |     |
| C6  | 2  | 2  | 1  | 3  | 2  | 3  | 1  | 3  | 1  | 3   |     |     |     |     |     |
| C7  | 2  | 2  | 1  | 3  | 2  | 3  | 1  | 3  | 1  | 3   |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C11 | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C12 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C13 | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C14 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# REGULATORY AND SUPERVISORY ORGANIZATIONS IN FINANCIAL ISSUES Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     | -        |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course |          |
| Course Content           | -        |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | To be able to outline the regulatory role of the state in the economy.   |
| C2 | To be able to relate the concepts of regulation and competition with each other.   |
| C3 | To gain professional knowledge and skills for public and private institutions.   |
| C4 | To be able to comprehend local, regional and national developments and to relate them to global developments.                |
| C5 | To gain the ability to perceive current problems in the field of Public Administration, make comments and propose solutions. |

#### Recommended or Required Reading

| Resources                     | P |
|-------------------------------|---|
| Notes                         |   |
| Preparation and Documentation | k |

#### Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | The Regulatory Role of the State in the Economy                    |
| 2    | Legislation on regulatory and supervisory institutions in Turkey   |
| 3    | Regulator and supervision of supervisory institutions in Turkey    |
| 4    | Budgets of regulatory and supervisory institutions in Turkey       |
| 5    | Banking Regulation and Supervisory Authority                       |
| 6    | Capital Markets Board  |
| 7    | Public Procurement Institution                                     |
| 8    | MIDTERM  |
| 9    | Competition Authority  |
| 10   | Independence of regulatory and supervisory agencies                |
| 11   | Public Oversight, Accounting and Audit Standards Authority         |
| 12   | Insurance and Private Pension Regulation and Supervisory Authority |
| 13   | Energy Market Regulatory Authority                                 |
| 14   | Radio and Television Supreme Council                               |
| 15   | FINAL  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

P12

P13

P14

P15

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |
| C6  | 5  | 4  | 4  | 4  | 4  |    |    |    |    |     |     |
| C7  | 4  | 4  | 4  | 4  | 4  | ]  |    |    |    |     |     |
| C8  | 4  | 4  | 4  | 4  | 4  | ]  |    |    |    |     |     |
| C9  | 4  | 4  | 4  | 4  | 4  | ]  |    |    |    |     |     |
| C10 | 5  | 5  | 5  | 4  | 5  | ]  |    |    |    |     |     |
|     |    |    |    |    |    |    |    |    |    |     |     |

### DERIVATIVE TRANSACTIONS Course General Information

| Language of Instruction  |          |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | -        |

#### $Course \ Learning \ Outcomes: \ Upon \ the \ successful \ completion \ of \ this \ course, \ students \ will \ be \ able \ to:$

| #  | Learning Outcomes   |
|----|---|
| C1 | Students will learn general information about derivative instruments.   |
| C2 | Have knowledge about option pricing strategies.   |
| C3 | Turkey and will have information about methods related to the functioning of derivatives markets in the world |
| C4 | Have knowledge about international derivatives markets.   |
| C5 | Gain information on the application of derivative products  |

#### Recommended or Required Reading

| Resources                     | Sudi APAK, Metin UYAR, Türev Ürünler ve Finansal Teknikler, Beta Yayınları, 2011M. Barış Akçay, Mehmet Kasap, Taner Doğuç,        |
|-------------------------------|---|
|                               | Güneş Kasap, Türev Piyasalar ve Yapılandırılmış Ürünler, Scala Yayıncılık, 2017Nurgül Chambers, Türev Piyasalar, Beta Yayınları,  |
|                               | 2012  |
| Notes                         | Sudi APAK, Metin UYAR, Türev Ürünler ve Finansal Teknikler, Beta Yayınları, 2011M. Barış Akçay, Mehmet Kasap, Taner Doğuç,        |
|                               | Güneş Kasap,Türev Piyasalar ve Yapılandırılmış Ürünler, Scala Yayıncılık, 2017Nurgül Chambers, Türev Piyasalar, Beta Yayınları, , |
|                               | 2012  |
| Preparation and Documentation |   |

#### Weekly Detailed Course Contents

| Week | Торіс  |  |  |  |  |  |  |
|------|--|--|--|--|--|--|--|
| 1    | troduction - Derivative Products and Hedging           |  |  |  |  |  |  |
| 2    | inancial Management in Multinational Companies         |  |  |  |  |  |  |
| 3    | Derivatibe Products and Hedging - Fundemental Concepts |  |  |  |  |  |  |
| 4    | Introduction to Forward/Futures Contracts              |  |  |  |  |  |  |
| 5    | Cost of Carry in Forward / Futures Contracts           |  |  |  |  |  |  |
| 6    | Margins and Margin Call in Forward/Futures Contracts   |  |  |  |  |  |  |
| 7    | Applications on Forward/Futures Contracts              |  |  |  |  |  |  |
| 8    | Introduction to Options                                |  |  |  |  |  |  |
| 9    | Option Pricing Models                                  |  |  |  |  |  |  |
| 10   | Black Scholes Option Pricing Model                     |  |  |  |  |  |  |
| 11   | Options Strategies                                     |  |  |  |  |  |  |
| 12   | Introduction to Swap Contracts                         |  |  |  |  |  |  |
| 13   | Pricing of Swaps                                       |  |  |  |  |  |  |
| 14   | Applications on Swaps                                  |  |  |  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 4        |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 64       |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 5  | 4  | 4  | 5  | 3  | 5  | 4  | 4   |     |     | -   |     |     |
| C2  | 5  | 4  | 4  | 5  | 5  | 4  | 4  | 4  | 5  | 5   |     |     |     |     |     |
| C3  | 4  | 5  | 5  | 4  | 4  | 5  | 5  | 4  | 4  | 5   |     |     |     |     |     |
| C4  | 5  | 5  | 4  | 4  | 5  | 4  | 3  | 4  | 5  | 5   |     |     |     |     |     |
| C5  | 4  | 5  | 4  | 4  | 5  | 5  | 4  | 3  | 4  | 5   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# FOREIGN TRADE TRANSACTIONS ACCOUNTING Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     | -        |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           |          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Can define basic foreign trade concepts                                       |
| C2 | Can define payment methods and documents used in foreign trade                |
| C3 | Can explain import operations and accounting.                                 |
| C4 | Can explain export transactions and accounting.                               |
| C5 | Have detailed information about the accounting of foreign trade transactions. |

# Recommended or Required Reading

| Resources                     | Arif Ayluçtarhan - Sezai Kaya / Vergi ve Gümrük Mevzuatı Dahil Dış Ticaret Muhasebesi |
|-------------------------------|---|
| Notes                         | Arif Ayluçtarhan - Sezai Kaya / Vergi ve Gümrük Mevzuatı Dahil Dış Ticaret Muhasebesi |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Introduction to Foreign Trade Transactions   |
| 2    | Free Circulation Regime Accounting Records   |
| 3    | Free Circulation Regime Accounting Records   |
| 4    | Inward Processing Regime Accounting Records  |
| 5    | Temporary Import Regime Accounting Records   |
| 6    | Warehouse and Outward Processing Regime Accounting Records                                 |
| 7    | Export Regime Accounting Records   |
| 8    | Transit and Processing Under Customs Control Regime Accounting Records                     |
| 9    | Accounting records related to VAT and SCT  |
| 10   | International Delivery Methods and Accounting Records                                      |
| 11   | Transit Trade and Free Zones Accounting Records  |
| 12   | Accounting Records of Additional Accruals and Penalties Made by the Customs Administration |
| 13   | Accounting Records of Goods That Have Been Liquidated and Lost in Customs                  |
| 14   | Service Import and Service Export Accounting Records                                       |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 1        | % 60       |
| Final examination                   | 0        | % 0        |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 4  | 5  | 5  | 4  | 5  | 5  | 5  | 4   |     |     |     |     |     |
| C2  | 4  | 5  | 5  | 4  | 4  | 5  | 4  | 4  | 4  | 5   |     |     |     |     |     |
| C3  | 3  | 4  | 5  | 4  | 5  | 5  | 4  | 5  | 4  | 5   |     |     |     |     |     |
| C4  | 5  | 5  | 4  | 5  | 4  | 5  | 4  | 5  | 4  | 3   |     |     |     |     |     |
| C5  | 4  | 5  | 4  | 5  | 4  | 5  | 5  | 4  | 4  | 5   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    | -   | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# **BUSINESS ENGLISH-II Course General Information**

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     | -        |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course |          |
| Course Content           | -        |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #   | Learning Outcomes   |
|-----|---|
| C1  | Understands information in advertisements for jobs and services.                  |
| C2  | Distiguishes between fact and opinion in relation to common topics.               |
| C3  | Recognizes writers point of view in a text.                                       |
| C4  | Extracts key details from conversations between colleagues about familiar topics. |
| C5  | Identifies the main points in a work-related meeting on a familiar topic.         |
| C6  | Understands a range of questions in a job interview.                              |
| C7  | Uses simple, fixed expressions to accept offers in a simple business transaction. |
| C8  | Returns to a phone call, explaining who is calling and the reason for the call.   |
| C9  | Talks about work-related plans and intentions                                     |
| C10 | Replies to a work-related e-mail.   |
| C11 | Writes a resume with basic information about educational and work history.        |

# Recommended or Required Reading

| Resources                     | Oxford English for Careers - Finance 1 - Students Book. Richard Clark, David, Baker. Oxford University Press. |
|-------------------------------|---|
| Notes                         |   |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Introduction to the course   |
| 2    | Unit 7: Banking-Banks and their products   |
| 3    | Unit 7: Banking-Verb patterns  |
| 4    | Unit 8: Stock markets- Reading the financial press                                       |
| 5    | Unit 8: Stock markets- Describing consequences   |
| 6    | Unit 9: Company internal finance-Income statement, profit-loss account                   |
| 7    | Unit 9: Company internal finance-First and Second Conditionals                           |
| 8    | Midterm  |
| 9    | Unit 10: Company reporting- Forecasting adjectives, a balance sheet                      |
| 10   | Unit 10: Company reporting-Forecasting   |
| 11   | Unit 11: Accountancy and auditing-Documents and billing records                          |
| 12   | Unit 11: Accountancy and auditing-Time clauses: describing stages of a process with when |
| 13   | Unit 12: Insurance and risk-Personal insurance   |
| 14   | Unit 12: Insurance and risk-should have done, 3rd conditional                            |
| 15   | Revision   |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     | -   |
| C2  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C4  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C5  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C6  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C7  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C8  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C9  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C10 | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C11 | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C12 | 3  | 3  | 3  | 3  | 3  |    |    |    |    |     |     |     |     |     |     |
| C13 | 3  | 3  | 3  | 3  | 3  |    |    |    |    |     |     |     |     |     |     |
| C14 | 3  | 3  | 3  | 3  | 3  |    |    |    |    |     |     |     |     |     |     |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C15 | 3  | 3  | 3  | 3  | 3  |    |    |    | -  |     | _   | -   |     | -   |     |
| C16 | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |
| C17 | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |
| C18 | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |
| C19 | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |
| C20 | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |
| C21 | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |
| C22 | 3  | 3  | 3  | 3  | 3  | 1  |    |    |    |     |     |     |     |     |     |

# FINANCIAL INSTRUMENTS Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           |            |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes            |
|----|------------------------------|
| C1 | Stock transactions           |
| C2 | Bond transactions            |
| C3 | Futures markets              |
| C4 | Investing in stocks          |
| C5 | Investing in the ISE markets |
|    |                              |

# Recommended or Required Reading

| Resources                     | - |
|-------------------------------|---|
| Notes                         |   |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Finance, Fund, Financial Management Concepts |
| 2    | Financial Investment Tools                   |
| 3    | Definition of Stocks, its Elements           |
| 4    | Institutions that will issue stocks          |
| 5    | The price, value and types of stocks         |
| 6    | Bond definition, bond issue limit            |
| 7    | Types of bonds                               |
| 8    | MIDTERM                                      |
| 9    | Bond derivatives and values                  |
| 10   | Repo features and types                      |
| 11   | ISE and its General Principles               |
| 12   | Stock Markets                                |
| 13   | Bonds and Bills Markets                      |
| 14   | Derivative Markets                           |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     | -   | -   | -   |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C6  | 5  | 5  | 5  | 5  | 5  |    |    |    |    |     |     |     |     |     |     |
| C7  | 5  | 5  | 5  | 5  | 5  | ]  |    |    |    |     |     |     |     |     |     |
| C8  | 5  | 4  | 5  | 4  | 5  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 4  | 5  | 5  | 5  | 5  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 4  | 4  | 5  | 5  | 5  | ]  |    |    |    |     |     |     |     |     |     |

# COMPANY ACCOUNTING Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Online  |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | The purpose is to teach the establisment procedures of a company, capital increase and decrease operations, profit and loss     |
|                          | distribution, liquidation and amalgamation processes  |
| Course Content           | Course Content Definition and Kinds of Enterprise / Sole Proprietorships, Their Characteristics and Accounting Records / Equity |
|                          | Companies: Founding an equity company, recording changes in equity structure, and profit – loss allocations / Cooperatives:     |
|                          | Foundation and Accounting Entries   |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | To be able to make establishment process   |
| C2 | To be able to calculate profit and loss distribution amounts.                    |
| C3 | To be able to record capital increase and decrease transactions.                 |
| C4 | Definition and kinds of enterprise-Classification of the commercial corporations |
| C5 | Liquidation and Accounting of Liquidation Transactions                           |

#### Recommended or Required Reading

| Resources                     | Şirketler Muhasebesi - Prof.Dr.Yurdakul Çaldağ |
|-------------------------------|--|
| Notes                         | -  |
| Preparation and Documentation | k  |

# Weekly Detailed Course Contents

| Week | Topic  |
|------|--|
| 1    | Definition and kinds of enterprise-Classification of the commercial corporations |
| 2    | Comparison of the sole propriatorship and capital stock company                  |
| 3    | Establishment of the open company  |
| 4    | Capital increase and decrease operations of the open company                     |
| 5    | Distribution of Profit and Loss  |
| 6    | Limited partnership companies  |
| 7    | Joint-stock companies  |
| 8    | Midterm 1  |
| 9    | Capital changes in joint-stock companies   |
| 10   | Distribution of profit and loss in in joint-stock companies                      |
| 11   | Limited liability companies  |
| 12   | Limited liability companies  |
| 13   | Liquidation of companies   |
| 14   | Amalgamation of companies  |
| 15   | Final  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     | -   | -   |     |     |
| C2  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C3  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2   |     |     |     |     |     |
| C4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C5  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# COMMERCIAL DOCUMENTS Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Online  |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | Establish cause and effect relationships between information in the financial statements, acquisition of skills to apply basic analysis |
| -                        | techniques  |
| Course Content           | The course involves the importance of the balance sheet regarding to analysis, the importance of income statement regarding to          |
|                          | analysis, Comparative Financial Statement Analysis, Vertical analysis technique, Trend analysis technique, Ratio analysis               |
|                          | technique, fund flow analysis, cash flow statement analysis.  |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | To be able to prepare reports which will help to information users whilethey need to have decisions.                                   |
| C2 | To examine and evaluate the analysis methods and results   |
| C3 | To be able to learn the importance of analyzations of the basic financial statements, the balance sheet and income statement analysis. |
| C4 | To learn the factors that affect the success of the analysis   |
| C5 | To be able to get significant results and interpreting the accounts through financial analysis   |

#### Recommended or Required Reading

| Resources                     | Mali Tablolar Analizi, Öztin Akgüç, Avcıol Basım Yayım, 14. Baskı, 2011.Finacial Statement Analysis Lecture Notes |
|-------------------------------|---|
| Notes                         | -   |
| Preparation and Documentation | k la  |

# Weekly Detailed Course Contents

| Week | Topic   |
|------|---|
| 1    | The concept of financial analysis and the factors affecting the success of analysis |
| 2    | The importance of balance sheet regarding to analysis                               |
| 3    | he importance of the income statement regarding to analysis                         |
| 4    | The importance of additional financial statements regarding to analysis             |
| 5    | Comperative financial statements analysis technique                                 |
| 6    | Verticalanalysis tecnique   |
| 7    | Trend analysis  |
| 8    | Mid term exam   |
| 9    | Ratio analysis  |
| 10   | Fund folw statement analysis  |
| 11   | Cash flow statement analysis  |
| 12   | Evaluation of analysis results.   |
| 13   | The evaluation of analysis results and analysis report                              |
| 14   | Report of analysis  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

P13

P14

P15

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|
| C1  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |
| C2  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |
| C3  | 1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    | -   |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |

# COMMERCIAL DOCUMENTS Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           |            |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes                                   |
|----|---|
| C1 | Legal and commercial documents are recognized.      |
| C2 | The operation of the documents is monitored         |
| C3 | Learn how to issue a declaration                    |
| C4 | The form of the documents in practice is known.     |
| C5 | The legal regulations of the documents are learned. |

# Recommended or Required Reading

| Resources                     | Türk Ticaret Kanunu , Genel muhasebe, Dönem sonu muhasebe |
|-------------------------------|---|
| Notes                         |   |
| Preparation and Documentation | -   |

# Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Legal Books to be Keeped in Class II Businesses           |
| 2    | Legal Books to be Keeped in Class I Businesses            |
| 3    | Preparation of Sample Balance Sheet and Income Statements |
| 4    | Definition of All Commercial Documents                    |
| 5    | Definition of All Commercial Documents                    |
| 6    | Practical Demonstration of Commercial Documents           |
| 7    | Period-End Transactions and Arrangement of Trial Balances |
| 8    | Mid-Term Exams  |
| 9    | Arranging the Final Trial                                 |
| 10   | Arranging the Balance Sheet                               |
| 11   | Arrangement of Income Statement                           |
| 12   | Practical Examples I                                      |
| 13   | Practical Examples I                                      |
| 14   | Practical Examples I                                      |
| 15   | Final   |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2   |     | -   |     |     |     |
| C2  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   | ]   |     |     |     |     |
| C3  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C4  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2   | ]   |     |     |     |     |
| C5  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | _   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# COMMERCIAL LAW Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course | -          |
| Course Content           | -          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Tacir sıfatının kazanılması ve sonuçlarını belirleyebilecek, hukuki uyuşmazlıklara olan etkisini Türk Ticaret Kanunu kapsamında çözümleyebilecektir.    |
| C2 | Ticaret sicili kavramına ilişkin işleyişi, kanuni düzenlemelerini ve hukuki sonuçları belirleyebilecektir.  |
| C3 | Ticari defterlerin kategorik incelemesini yapabilecek, ticari defter tutmanın sonuçlarını listeleyebilecek ve kanuni düzenlemeleri hukuksal problemlere |
|    | uygulayabilecektir.   |
| C4 | Ticaret hukuku öğretisi ve uygulamasındaki temel esasları öğrenecektir.   |
| C5 | Ticaret Hukukunda Yargi kararlarını inceleyebilecek becerileri kazanacaktır.  |

# Recommended or Required Reading

| Resources -                     |   |
|---------------------------------|---|
| Notes -                         |   |
| Preparation and Documentation - | - |

# Weekly Detailed Course Contents

|    | Торіс                                    |
|----|--|
| 1  | Ticari işletmeye ilişkin hukuki işlemler |
| 2  | Ticari Yargı                             |
| 3  | Ticari isimler ve ticaret sicili         |
| 4  | Tacir yardımcıları                       |
| 5  | Haksız Rekabet                           |
| 6  | Marka                                    |
| 7  | Cari hesap                               |
| 8  | Ara Sinav                                |
| 9  | Adi Ortaklık                             |
| 10 | Kollektif Ortaklik                       |
| 11 | Komandit Ortaklık                        |
| 12 | Anonim Ortaklik                          |
| 13 | Anonim Ortaklik                          |
| 14 | Limited Ortaklık                         |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| - E |     |    |    |    | 1  |    |    |    | -  | 1  | 1   |     |     |     | 1   |     |
|-----|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
|     | #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
| [   | C1  | 5  | 5  | 5  | 4  | 5  | 4  | 4  | 4  | 5  | 4   |     |     |     |     |     |
|     | C2  | 5  | 5  | 5  | 4  | 5  | 4  | 4  | 4  | 5  | 4   |     |     |     |     |     |
| [   | C3  | 5  | 5  | 5  | 4  | 5  | 4  | 4  | 4  | 5  | 4   | ]   |     |     |     |     |
| [   | C4  | 5  | 5  | 5  | 4  | 5  | 4  | 4  | 4  | 5  | 4   | ]   |     |     |     |     |
| [   | C5  | 5  | 5  | 5  | 4  | 5  | 4  | 4  | 4  | 5  | 4   | ]   |     |     |     |     |
|     | C6  | 4  | 4  | 5  | 5  | 4  |    |    |    |    |     | _   |     |     |     |     |
|     | C7  | 4  | 4  | 5  | 5  | 4  | ]  |    |    |    |     |     |     |     |     |     |
| [   | C8  | 4  | 5  | 5  | 4  | 4  |    |    |    |    |     |     |     |     |     |     |
| [   | C9  | 4  | 4  | 5  | 4  | 5  | ]  |    |    |    |     |     |     |     |     |     |
| [   | C10 | 4  | 4  | 4  | 4  | 4  | ]  |    |    |    |     |     |     |     |     |     |

# TAX LAW Course General Information

| Language of Instruction  | -          |
|--------------------------|------------|
| Level of Course Unit     | -          |
| Mode of Delivery         | -          |
| Learning Outcomes        | Compulsory |
| Objectives of the Course | -          |
| Course Content           | -          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Having a certain knowledge in the field of  |
| C2 | Having the minimum equipment that will enable her to find solutions to tax-related questions and problems in the future by taking a scientific approach |
| C3 | Mastering the theoretical principles of tax law   |
| C4 | Gaining the ability to analyze tax systems  |
| C5 | learning tax procedure law  |

# Recommended or Required Reading

| Resources                     | Vergi Hukuku (Genel Hükümler) Vergi Tekniği – Vergi Yargısı – Vergi Icra - Murat Batı |
|-------------------------------|---|
| Notes                         | Vergi Hukuku (Genel Hükümler) Vergi Tekniği – Vergi Yargısı – Vergi Icra - Murat Batı |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Tax Concept   |
| 2    | The meaning, scope and relationship of tax law with other branches of law |
| 3    | Sources of Tax Law  |
| 4    | Enforcement of Tax Laws   |
| 5    | Tax Duty  |
| 6    | Periods and Force Majeure in Tax Law                                      |
| 7    | Origin of Tax Claim and Taxation Process                                  |
| 8    | Withdrawal of Tax Claims  |
| 9    | Tax Administration and Tax Audit  |
| 10   | Taxpayer Duties   |
|      | Valuation and Depreciation  |
| 12   | Protection of Public Claims and Forced Collection                         |
|      | Misdemeanors, Crimes and Punishments                                      |
| 14   | Tax disputes and solutions  |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % O        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 4  | 5  | 4  | 5  | 4  | 4  | 5  | 5   |     |     |     |     |     |
| C2  | 4  | 5  | 4  | 5  | 3  | 5  | 4  | 5  | 4  | 5   | ]   |     |     |     |     |
| C3  | 5  | 4  | 5  | 4  | 5  | 4  | 5  | 4  | 4  | 4   |     |     |     |     |     |
| C4  | 4  | 5  | 4  | 5  | 5  | 4  | 5  | 4  | 4  | 4   | ]   |     |     |     |     |
| C5  | 5  | 5  | 5  | 5  | 4  | 4  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    | -  | -   | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

# ACCOUNTING IN NON-PROFIT ORGANIZATIONS Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           |          |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Recognizes non-profit organizations.                                 |
| C2 | Understands the accounting process of non-profit organizations       |
| C3 | Applies the Generally Accepted Accounting Principles.                |
| C4 | Records, classifies, summarizes and reports accounting transactions. |
| C5 | Reports in non-profit organizations.                                 |

# Recommended or Required Reading

| Resources                     | Orhan SEVİLENGÜL, Genel Muhasebe, Gazi Kitabevi, 16. Baskı, 2011. |
|-------------------------------|---|
| Notes                         | Lecture notes   |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Торіс  |
|--|
| Definition and characteristics of non-profit organizations |
| Documents and ledgers used in non-profit organizations     |
| Chart of accounts used in non-profit organizations         |
| Basic Financial Statements                                 |
| Preliminary information about accounting                   |
| Accounting for cash, bank and receivable transactions      |
| Accounting for Fixed Asset Transactions                    |
| Mid-Term Exam  |
| Accounting of Income Accounts                              |
| Accounting for expense accounts                            |
| Period-end transactions                                    |
| Period-end transactions                                    |
| Application example  |
| Application example  |
| Final exam   |
|  |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

|     | <u>.</u> | -  |    |    |    | <u>.</u> |    |    |    |     |     | -   |     |     |     |
|-----|----------|----|----|----|----|----------|----|----|----|-----|-----|-----|-----|-----|-----|
| #   | P1       | P2 | P3 | P4 | P5 | P6       | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
| C1  | 2        | 2  | 2  | 2  | 2  | 2        | 2  | 2  | 2  | 2   |     |     |     |     | -   |
| C2  | 3        | 3  | 3  | 3  | 3  | 3        | 3  | 3  | 3  | 3   | ]   |     |     |     |     |
| C3  | 3        | 3  | 3  | 3  | 3  | 3        | 3  | 3  | 3  | 3   | ]   |     |     |     |     |
| C4  | 3        | 3  | 3  | 3  | 3  | 3        | 3  | 3  | 3  | 3   | ]   |     |     |     |     |
| C5  | 4        | 4  | 4  | 4  | 4  | 4        | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C6  | 2        | 1  | 1  | 1  | 1  |          |    |    |    |     | -   |     |     |     |     |
| C7  | 2        | 1  | 1  | 1  | 1  | ]        |    |    |    |     |     |     |     |     |     |
| C8  | 1        | 1  | 1  | 1  | 1  | ]        |    |    |    |     |     |     |     |     |     |
| C9  | 1        | 1  | 1  | 1  | 1  | ]        |    |    |    |     |     |     |     |     |     |
| C10 | 1        | 1  | 1  | 1  | 1  |          |    |    |    |     |     |     |     |     |     |

# SOCIAL SECURITY SYSTEMS Course General Information

| Language of Instruction  |          |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | -        |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | The student will have information about social security systems.  |
| C2 | Students will have information about individual pension systems.  |
| C3 | The student will have information about the world-wide applications of individual pension systems.              |
| C4 | The student will have information about the state contribution and tax advantage in individual pension systems. |
| C5 | The student will have information about the student pension market.   |

# Recommended or Required Reading

| Resources                     | Bireysel Emeklilik / Prof.Dr. Yusuf Alper TÜRK DÜNYASI ARAŞTIRMALARI VAKFI |
|-------------------------------|--|
| Notes                         | Bireysel Emeklilik / Prof.Dr. Yusuf Alper TÜRK DÜNYASI ARAŞTIRMALARI VAKFI |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Insurance basics                              |
| 2    | Social Security System                        |
| 3    | Social Security System Practises              |
| 4    | Introduction to the Individual Pension System |
| 5    | Individual Pension System                     |
| 6    | Worldwide Individual Pension System           |
| 7    | Individual Pension System in Turkey           |
| 8    | Basic Concepts in Private Pension System      |
| 9    | pension contracts                             |
| 10   | state contribution and tax advantage          |
| 11   | state contribution and tax advantage          |
| 12   | retirement mutual funds                       |
| 13   | retirement mutual funds                       |
| 14   | pension market and its elements               |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 4  | 5  | 3  | 5  | 4  | 3  | 5  | 4   |     |     |     |     |     |
| C2  | 3  | 5  | 4  | 5  | 5  | 4  | 5  | 3  | 5  | 4   | 1   |     |     |     |     |
| C3  | 5  | 4  | 3  | 5  | 4  | 5  | 3  | 5  | 4  | 5   |     |     |     |     |     |
| C4  | 5  | 4  | 4  | 4  | 4  | 5  | 4  | 4  | 5  | 3   | ]   |     |     |     |     |
| C5  | 5  | 5  | 4  | 4  | 5  | 4  | 5  | 3  | 4  | 5   | ]   |     |     |     |     |
| C6  | 2  | 2  | 2  | 2  | 1  |    |    |    | -  | -   | -   |     |     |     |     |
| C7  | 2  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# FUNDAMENTAL ANALYSIS Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | ł.       |
| Course Content           |          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Students will be able to get basic information about fundamental analysis |
| C2 | Students will be able to make macroeconomic, sector and firm analysis     |
| C3 | Students will be able to analyze financial statements                     |
| C4 | Students will be able to value the stocks based on valuation models       |
| C5 | Student will be able to choose assets through basic analysis              |

# Recommended or Required Reading

| Resources                     | SPL Working Papers - www.spl.com.trSermaye Piyasaları, Analizler, Kuramlar ve Portföy Yönetimi, Alfa Yayınları, 2. Baskı, 2005, |
|-------------------------------|---|
|                               | İstanbul  |
| Notes                         | Notes   |
| Preparation and Documentation | -   |

# Weekly Detailed Course Contents

|    | Торіс                               |
|----|-------------------------------------|
|    | General Framework                   |
| 2  | Basic Logic of Fundamental Analysis |
| 3  | Macro Analysis                      |
| 4  | Industry Analysis                   |
| 5  | Firm Analysis Evaluation 1          |
| 6  | Firm Analysis Evaluation 2          |
| 7  | Case Study                          |
| 8  | Midterm                             |
| 9  | SWOT Analysis                       |
| 10 | Ratio Analysis 1                    |
| 11 | Ratio Analysis 2                    |
| 12 | Ratio Analysis 3                    |
| 13 | Ratio Analysis 4                    |
| 14 | Review of Article                   |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     | -   | -   | -   | -   |
| C2  | 1  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C3  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C5  | 4  | 4  | 4  | 5  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

# **EXECUTION AND BANKRUPTCY LAW Course General Information**

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     | F        |
| Mode of Delivery         | -        |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | -        |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes  |
|--|
| The student will have comprehensive knowledge about enforcement law.                           |
| The student will have comprehensive knowledge of bankruptcy law.                               |
| The student will have comprehensive knowledge about bankruptcy cases.                          |
| The student will have comprehensive information about enforcement cases.                       |
| The student will be able to compare enforcement and bankruptcy law with other branches of law. |
|  |

# Recommended or Required Reading

| Resources                     | lcra ve İflas Hukuku Konu Anlatımı Altın Seri - Mehmet KodakoğluSavaş Yayınları |
|-------------------------------|---|
| Notes                         | lcra ve İflas Hukuku Konu Anlatımı Altın Seri - Mehmet KodakoğluSavaş Yayınları |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week |  |
|------|--|
|      |  |
|      | General Concepts of Enforcement Law and Complaint  |
| 2    | Enforcement Fees and Expenses, Periods in Prosecution Law, Party and Follow-up Friendship in Prosecution Law |
| 3    | Proceedings in Enforcement Law and Lawsuits Regarding Prosecution Law  |
| 4    | Foreclosure, Participation in Seizure, Conversion of Seized Goods into Money and Sharing                     |
| 5    | Termination of the Tender  |
| 6    | Enforcement Offenses   |
| 7    | Lien   |
| 8    | Introduction to Bankruptcy Law   |
| 9    | Bankruptcy with Proceedings and Bankruptcy Without Proceedings   |
| 10   | Legal Consequences of Filing Bankruptcy  |
| 11   | Formation of Bankruptcy Desk and Ordinary Liquidation Procedure  |
| 12   | Closure of Bankruptcy, Removal of Bankruptcy, Simple Liquidation Procedure and Bankruptcy Crimes             |
| 13   | concordat  |
| 14   | Restructuring of Capital Companies and Cooperatives by Compromise and Cancellation of Savings                |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 1        | % 60       |
| Final examination                   | 0        | % 0        |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 4  | 5  | 4  | 5  | 3  | 5  | 4  | 5   |     | -   | -   | -   | -   |
| C2  | 5  | 4  | 3  | 5  | 4  | 3  | 5  | 4  | 4  | 5   | ]   |     |     |     |     |
| C3  | 3  | 5  | 4  | 5  | 4  | 5  | 4  | 3  | 5  | 4   |     |     |     |     |     |
| C4  | 1  | 5  | 4  | 5  | 4  | 5  | 4  | 5  | 5  | 4   | ]   |     |     |     |     |
| C5  | 4  | 5  | 5  | 5  | 4  | 5  | 4  | 3  | 5  | 4   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    | -  | -  | -  | -   | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# PROFESSIONAL LAW OF ACCOUNTING Course General Information

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Online  |
| Learning Outcomes        | Compulsory  |
| Objectives of the Course | This course aims at teaching the competencies related to professional ethics.   |
| Course Content           | Ethical and moral concepts, Ethical systems, Factors that play a role in the formation of ethics, Professional ethics, The results of |
|                          | corruption and unethical professional behavior, Social responsibility.  |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Being able to examine concepts of ethics and morals              |
| C2 | Being able to research on ethical systems                        |
| C3 | Being able to examine factors that affect the creation of morals |
| C4 | Being able to examine professional ethics                        |
| C5 | Being able to examine the social responsibility concept.         |

# Recommended or Required Reading

| Resources                     | Meslek Etiği / Nuran ÖZTÜRKBAŞPINAR/ Nobel Akademi |
|-------------------------------|--|
| Notes                         |  |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week  | Торіс  |
|-------|--|
| VVCCK |  |
| 1     | Examine the ethical and moral concepts of  |
| 2     | Examine the ethical and moral concepts of  |
| 3     | Examine ethical systems  |
| 4     | Examine ethical systems  |
| 5     | Investigate the factors that play a role in the formation of Morality 6Investigate the factors that play a role in the formation of Morality |
| 6     | Investigate the factors that play a role in the formation of Morality 6Investigate the factors that play a role in the formation of Morality |
| 7     | Examine the ethics of profession   |
| 8     | Examine the ethics of profession   |
| 9     | Examine the ethics of profession   |
| 10    | Analyzing the results of unethical behavior and corruption and professional lives of professional  |
| 11    | Analyzing the results of unethical behavior and corruption and professional lives of professional  |
| 12    | Examine the concept of social responsibility   |
| 13    | Examine the concept of social responsibility   |
| 14    | Examine the concept of social responsibility   |
| 15    | Final  |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     | -   | -   | -   |
| C2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2   |     |     |     |     |     |
| C3  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C4  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    | -  |    | _  | -   |     |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# FINANCIAL RISK MANAGEMENT Course General Information

| Language of Instruction  | -  |
|--------------------------|--|
| Level of Course Unit     | F  |
| Mode of Delivery         | -  |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | F Contraction of the second se |
| Course Content           | -  |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Understanding risk and its importance                        |
| C2 | To be able to have knowledge about financial risks           |
| C3 | To be able to have knowledge about hedging risks             |
| C4 | Have knowledge acout legislative framework of risks          |
| C5 | Managing assets and liabilities with the perspective of risk |

# Recommended or Required Reading

| Resources                     |  |
|-------------------------------|--|
| Notes                         |  |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week | Торіс                                    |
|------|--|
|      | Reasons of banking crises                |
|      | Business risks                           |
|      | FX risk                                  |
|      | Therest rate risk                        |
| 5    | Hedging                                  |
| 6    | Derivatives for hedging                  |
|      | Derivatives for hedging                  |
|      | Mid Term                                 |
| 9    | VaR                                      |
| 10   | Credit risk                              |
| 11   | Liquidity risk                           |
| 12   | Operational risk                         |
|      | BASEL                                    |
| 14   | Stres test                               |
| 15   | Risk and management in financial markets |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #  | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1 | 5  | 5  | 4  | 3  | 5  | 5  | 5  | 5  | 5  | 3   | 3   | 4   | 3   | 3   | 4   |
| C2 | 5  | 5  | 4  | 3  | 5  | 5  | 5  | 5  | 5  | 3   | 3   | 4   | 3   | 3   | 4   |
| C3 | 5  | 5  | 4  | 3  | 5  | 5  | 5  | 5  | 5  | 3   | 3   | 4   | 3   | 3   | 4   |
| C4 | 5  | 5  | 4  | 3  | 5  | 5  | 5  | 5  | 5  | 3   | 3   | 4   | 3   | 3   | 4   |
| C5 | 5  | 5  | 4  | 3  | 5  | 5  | 5  | 5  | 5  | 3   | 3   | 4   | 3   | 3   | 4   |

# COMPUTERIZED ACCOUNTING Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course | -          |
| Course Content           | -          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes   |
|---|
| To be able to Install accounting programs in a company.                     |
| To be able to Organise accounting receipts,                                 |
| To be able to Prepare the declaration forms of a company,                   |
| To be able to usestock,invoice and current modules at pre-accounting phase; |
| To able to practice application of monograph accounting at business firm    |
|   |

# Recommended or Required Reading

| Resources                     | ZİRVE MUHASEBE PAKET PROGRAM TANITIM KİTABI |
|-------------------------------|---|
| Notes                         | -   |
| Preparation and Documentation | Written and electronic resources            |

# Weekly Detailed Course Contents

| Week | Topic  |
|------|--|
| 1    | To install a software                                    |
| 2    | Inventory tracking, current tracking                     |
| 3    | Invoice tracking, cheque and bill tracking               |
|      | Bill of carriage tracking, cheque and bill tracking      |
| 5    | Employee tracking  |
| 6    | To back up   |
| 7    | Accounting on balance sheet basis at main accounts level |
| 8    | Mid Term Exam  |
| 9    | Bookkeeping on minör accounts level                      |
| 10   | Annual accounts turnover and other transactions          |
| 11   | Annual accounts turnover and other transactions          |
| 12   | Cash account tracking                                    |
| 13   | Organizing payrolls                                      |
| 14   | Bank account tracking                                    |
| 15   | Organizing reports                                       |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0   |     | -   | -   | -   | -   |
| C2  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0   | ]   |     |     |     |     |
| C3  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0   | ]   |     |     |     |     |
| C4  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0   | ]   |     |     |     |     |
| C5  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0  | 0   | ]   |     |     |     |     |
| C6  | 0  | 0  | 0  | 0  | 0  |    |    |    |    |     | _   |     |     |     |     |
| C7  | 0  | 0  | 0  | 0  | 0  | ]  |    |    |    |     |     |     |     |     |     |
| C8  | 0  | 0  | 0  | 0  | 0  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 0  | 0  | 0  | 0  | 0  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 0  | 0  | 0  | 0  | 0  | ]  |    |    |    |     |     |     |     |     |     |

# FINANCIAL MARKETS AND INSTITUTIONS Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course | +          |
| Course Content           | -          |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | An ability to understand the functions and tools of financial institutions and markets        |
| C2 | Ability to evaluate current market issues within the scope of financial literacy              |
| C3 | Learns the causes of financial crises   |
| C4 | Learns the interaction and coordination between financial and real markets                    |
| C5 | Learns the basic economic approaches and theories about the functioning of financial markets. |

# Recommended or Required Reading

| Resources                     | - |
|-------------------------------|---|
| Notes                         | - |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week | Topic  |
|------|--|
| 1    | Access to financial markets, liquidity, interest, legislation and institutions   |
| 2    | Concept and measurement of financial risk, legislation and practices, open account, advance, loan, bond, factoring, repo         |
| 3    | Bond types, legislation and practice, annuity, value date, conversion price  |
| 4    | Stock legislation and practices, the functioning of the stock market, technical and fundamental analysis, theoretical approaches |
| 5    | Derivative financial markets, hedging, arbitrage, futures markets, swap, option, swap, libor                                     |
| 6    | CMB and BRSA duties and authorities  |
| 7    | BIST duties and powers, market enforcement tools   |
| 8    | MIDTERM  |
| 9    | Institutional and operational structures of mutual funds, A, B type funds, balanced funds, general purpose funds                 |
| 10   | CBRT legislation and its importance in the market, monetary policy tools and effectiveness                                       |
| 11   | Commercial banks legislation and financial instruments of these banks, deposit, loan types                                       |
| 12   | Institutional and operational structures of investment banks and private financial institutions                                  |
| 13   | The establishment and operating structures of SGK and private pension funds  |
| 14   | FINAL  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

|     |    | <b>D</b> 0 | <b>D</b> 0 | <b>D</b> 4 | DE | DO | D7 | <b>D</b> 0 | <b>D</b> 0 | D40 | D44 | D40 | D40 | D44 | DIE |
|-----|----|------------|------------|------------|----|----|----|------------|------------|-----|-----|-----|-----|-----|-----|
| #   | P1 | P2         | P3         | P4         | P5 | P6 | P7 | P8         | P9         | P10 | P11 | P12 | P13 | P14 | P15 |
| C1  | 5  | 5          | 5          | 5          | 5  | 5  | 5  | 5          | 5          | 5   |     |     |     |     |     |
| C2  | 5  | 5          | 5          | 5          | 5  | 5  | 5  | 5          | 5          | 5   | ]   |     |     |     |     |
| C3  | 5  | 5          | 5          | 5          | 5  | 5  | 5  | 5          | 5          | 5   | ]   |     |     |     |     |
| C4  | 5  | 5          | 5          | 5          | 5  | 5  | 5  | 5          | 5          | 5   | ]   |     |     |     |     |
| C5  | 5  | 5          | 5          | 5          | 5  | 5  | 5  | 5          | 5          | 5   | ]   |     |     |     |     |
| C6  | 5  | 5          | 5          | 5          | 5  |    |    |            |            |     | -   |     |     |     |     |
| C7  | 5  | 5          | 5          | 5          | 5  | ]  |    |            |            |     |     |     |     |     |     |
| C8  | 5  | 5          | 5          | 5          | 5  | 1  |    |            |            |     |     |     |     |     |     |
| C9  | 5  | 5          | 5          | 5          | 5  | ]  |    |            |            |     |     |     |     |     |     |
| C10 | 5  | 5          | 5          | 5          | 5  | ]  |    |            |            |     |     |     |     |     |     |

# TURKISH TAX SYSTEM Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           |            |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes  |
|--|
| Income tax: will be able to express the concept of income, liability and commercial gains.                                   |
| Will be able to define commercial and agricultural earnings.   |
| Will be able to explain wages, self-employment earnings, real estate, securities capital gains, other earnings and revenues. |
| Will be able to express the Assessment of Income Tax and Corporate Tax.  |
| Will be able to explain the taxes on expenditures and other expenditure taxes.   |
|  |

# Recommended or Required Reading

| Resources                     |  |
|-------------------------------|--|
| Notes                         |  |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Income Tax: Subject, Concept of Income, Liability, Commercial Gains  |
| 2    | Commercial Earnings  |
| 3    | Wages, Self Employed Earnings  |
| 4    | Real Estate Securities Capital Revenues, Other Earnings and Revenues |
| 5    | Assessment of Income Tax   |
| 6    | Corporation Tax  |
| 7    | Taxes on Expenditures: Value Added Tax                               |
| 8    | MIDTERM  |
| 9    | Taxes on Expenditures: Value Added Tax                               |
| 10   | Taxes on Expenditures: Value Added Tax                               |
| 11   | Other Expenditure Taxes  |
| 12   | Other Expenditure Taxes  |
| 13   | Taxes on Wealth  |
| 14   | Taxes on Wealth  |
|      |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     | -   | -   |     | -   |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C6  | 3  | 3  | 3  | 3  | 3  |    |    |    |    |     |     |     |     |     |     |
| C7  | 3  | 3  | 3  | 3  | 3  |    |    |    |    |     |     |     |     |     |     |
| C8  | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 3  | 3  | 3  | 3  | 3  |    |    |    |    |     |     |     |     |     |     |
| C10 | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |

# **RESEARCH TECHNIQUES Course General Information**

| Language of Instruction  | Turkish   |
|--------------------------|---|
| Level of Course Unit     | Undergraduate   |
| Mode of Delivery         | Face to Face  |
| Learning Outcomes        | Elective  |
| Objectives of the Course | The aim of the course is to have knowledge about creation of scientific method in researches and surveys.                         |
| Course Content           | The course includes the issues such as: stages and methods of investigation, collection of resources, the techniques of citation. |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| earning Outcomes   |
|--|
| o be able to comprehend methods and tecniques of scientific investigation    |
| o be able to comprehend the stages of investigation process                  |
| o be able to prepare the written text, convey the source, footnotes and etc. |
| o be able to learn the usage of qualitative research methods                 |
| o be able to learn the usage of quantitive research methods                  |
| 0<br>0   |

# Recommended or Required Reading

| Resources                     |   |
|-------------------------------|---|
| Notes                         | Bilimsel Araştırma ve Yazma El Kitabı, Halil Seyidoğlu, Güzem Can yayınları, 2009, İstanbul |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week | Торіс                                      |
|------|--|
| 1    | The stages in scientific method            |
| 2    | The features of science                    |
| 3    | Formal scope of the research text          |
| 4    | Problems of scientific method in researchs |
| 5    | Resource compilation                       |
| 6    | The stages of investigation                |
| 7    | The preparing of Bibliography              |
| 8    | Mid term exam                              |
| 9    | The usage of footnote references           |
| 10   | The method of APA                          |
| 11   | Citation of the text                       |
| 12   | Tables and shapes                          |
| 13   | Graphics                                   |
| 14   | Statistics                                 |
| 15   | General Overview                           |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 2  | 1  | 1  | 3  | 2  | 1  | 1  | 1  | 2  | 5   |     |     |     |     | -   |
| C2  | 2  | 1  | 1  | 3  | 2  | 1  | 1  | 1  | 2  | 5   | ]   |     |     |     |     |
| C3  | 2  | 1  | 1  | 3  | 2  | 1  | 1  | 1  | 2  | 5   | ]   |     |     |     |     |
| C4  | 2  | 1  | 1  | 3  | 2  | 1  | 1  | 1  | 2  | 5   | ]   |     |     |     |     |
| C5  | 1  | 1  | 1  | 3  | 2  | 1  | 1  | 1  | 2  | 5   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | _   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# ENTREPRENEURSHIP AND LEADERSHIP Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     | -        |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | -        |

#### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Acquired knowledge and skills necessary to use different approaches and methods in entrepreneurship.                          |
| C2 | Information on innovation and creativity techniques and skills are acquired.  |
| C3 | Information and skills are acquired about the leadership behavior and methods   |
| C4 | Local-national Entrepreneurship related to aspects of and sectoral differentiation in size knowledge and skills are acquired. |
| C5 | International Entrepreneurship related to aspects of and sectoral differentiation in size knowledge and skills are acquired.  |
|    |   |

Recommended or Required Reading

| Resources                     | R. Hisrich, Michael Peters ve Dean Shepherd, Entrepreneurship, McGraw Hill, Fourth Edition, 2006.G. Yukl, Leadership in  |  |  |  |  |
|-------------------------------|--|--|--|--|--|
|                               | Organizations, Prentice Hall, 2006   |  |  |  |  |
| Notes                         | -R. Hisrich, Michael Peters ve Dean Shepherd, Entrepreneurship, McGraw Hill, Fourth Edition, 2006.G. Yukl, Leadership in |  |  |  |  |
|                               | Organizations, Prentice Hall, 2006   |  |  |  |  |
| Preparation and Documentation | -  |  |  |  |  |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Concepts of Entrepreneur and Entrepreneurship Entrepreneurship in a changing environment   |
| 2    | Entrepreneurship and small business premises Factors affecting entrepreneurship Entrepreneurship positive and negative dimensions  |
| 3    | Disposing a new job or take over a business  |
| 4    | Franchising and other alternatives   |
| 5    | Innovation and entrepreneurship, creativity and growth relationship  |
| 6    | Leadership behavior and processes Leadership Theories  |
| 7    | Leadership qualities Leadership processes and functions  |
| 8    | Mid-Term Exam  |
| 9    | Motivation and leadership, team building, communication and negotiation relationship   |
| 10   | Business Models and Fundamentals of Design Annual  |
| 11   | Business Models and Fundamentals of Design Annual  |
| 12   | Preparation of the Business Plan: strategic Plan Business plan   |
| 13   | Marketing-Finance-Human Resources Plan   |
| 14   | The main institutions supporting KOBI and business start-up process in Turkey; risk capital and venture capital General evaluation |
| 15   | Final Exam   |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

P13 P14 P15

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | Г |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|---|
| C1  | 2  | 2  | 2  | 2  | 2  | 2  | 3  | 2  | 3  | 2   |     |     | _ |
| C2  | 2  | 1  | 3  | 2  | 3  | 2  | 2  | 2  | 2  | 3   | ]   |     |   |
| C3  | 2  | 2  | 2  | 3  | 2  | 2  | 2  | 2  | 3  | 2   | ]   |     |   |
| C4  | 2  | 1  | 3  | 3  | 3  | 2  | 2  | 2  | 2  | 3   | ]   |     |   |
| C5  | 2  | 2  | 2  | 3  | 2  | 2  | 2  | 2  | 3  | 2   | ]   |     |   |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |   |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |   |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |   |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |   |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |   |

# AGRICULTURAL ACCOUNTING Course General Information

| Language of Instruction  |          |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | -        |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | To provide students with knowledge and skills about accounting.   |
| C2 | To provide students with knowledge and skills about the characteristics of agricultural accounting.           |
| C3 | To improve the level of knowledge on taxation of agriculture  |
| C4 | To gain knowledge and skills about bookkeeping and accounts   |
| C5 | General features of agricultural accounting, bookkeeping and transferring taxation information in agriculture |
|    |   |

# Recommended or Required Reading

| Resources                     | Aras, A. " Ziraatte Envanter, Kıymet Takdiri ve Amortisman Metodları" Ankara.Aras, A., "Tarım Muhasebesi", Ege Üniversitesi Ziraat |
|-------------------------------|--|
|                               | Fakültesi Yayınları No: 486, İzmir.  |
| Notes                         | Aras, A. " Ziraatte Envanter, Kıymet Takdiri ve Amortisman Metodları" Ankara.Aras, A., "Tarım Muhasebesi", Ege Üniversitesi Ziraat |
|                               | Fakültesi Yayınları No: 486, İzmir.  |
| Preparation and Documentation | -  |

# Weekly Detailed Course Contents

| Week | Topic  |
|------|--|
| 1    | Concept and Importance of Agricultural Accounting  |
| 2    | History of Accounting  |
| 3    | Agricultural Business Accounting, Definition, Importance, Benefits, Differences from General Accounting, |
| 4    | Inventory Concept, Purpose and Benefits,   |
| 5    | Inventory History,   |
| 6    | Capital Concept and Classification,  |
| 7    | Balance Sheet, Balance Sheet Movements and Applications  |
| 8    | Accounts, Books, Valuation Concept   |
| 9    | Valuation Principles and Measures in Terms of Our Tax Laws   |
| 10   | Depreciation Concept   |
| 11   | Depreciation Calculation Methods   |
| 12   | Depreciation Applications in Terms of Our Tax Laws   |
| 13   | Physical Records and Types,  |
| 14   | Income Statement Calculations.   |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 5  | 4  | 5  | 3  | 5  | 4  | 5  | 5   |     |     | -   | -   |     |
| C2  | 4  | 5  | 4  | 5  | 3  | 5  | 4  | 3  | 5  | 4   |     |     |     |     |     |
| C3  | 5  | 4  | 5  | 5  | 4  | 4  | 4  | 3  | 5  | 4   |     |     |     |     |     |
| C4  | 5  | 4  | 5  | 4  | 5  | 4  | 4  | 5  | 5  | 4   |     |     |     |     |     |
| C5  | 5  | 4  | 4  | 5  | 4  | 5  | 4  | 5  | 4  | 5   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    | _  | _  | -   |     |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# TAX ACCOUNTING Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     | k        |
| Mode of Delivery         | -        |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | F        |

# $Course \ Learning \ Outcomes: \ Upon \ the \ successful \ completion \ of \ this \ course, \ students \ will \ be \ able \ to:$

| #  | Learning Outcomes   |
|----|---|
| C1 | The student will have comprehensive knowledge about the concept of tax. |
| C2 | The student will have comprehensive knowledge about tax accounting.     |
| C3 | The student will know the taxation process.                             |
| C4 | The student will have information about the concise declaration.        |
| C5 | The student will have information about the tax procedure law.          |

# Recommended or Required Reading

| Resources                     | Vergi Muhasebesi ve Uygulamaları / Selim Tuna TÜRKMEN KİTABEVİ |
|-------------------------------|--|
| Notes                         | Vergi Muhasebesi ve Uygulamaları / Selim Tuna TÜRKMEN KİTABEVİ |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week |   |
|------|---|
| 1    | Definition, scope and place of tax accounting.  |
| 2    | Practices related to tax procedure law.   |
| 3    | Valuation, Revaluation  |
| 4    | Renewal fund and accounting   |
| 5    | Practices related to income tax law   |
| 6    | Commercial earnings, multi-calendar construction and repair work, investment allowance, agricultural earnings, self-employment earnings, wages. |
| 7    | movable and real estate capital gains   |
| 8    | Other earnings and revenues   |
| 9    | Preparation of Annual Concise, Individual Declarations  |
| 10   | Practices related to corporate tax: Exemptions and exceptions, base and ratios  |
| 11   | Corporate tax and special declaration regulation  |
| 12   | Practices related to stamp duty and value added tax   |
| 13   | Funds and provisional tax applications.   |
| 14   | income deduction  |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 4  | 4  | 4  | 5  | 4  | 5  | 4  | 5   |     |     |     |     | ·   |
| C2  | 5  | 5  | 4  | 5  | 4  | 5  | 3  | 5  | 4  | 3   | ]   |     |     |     |     |
| C3  | 5  | 4  | 5  | 3  | 5  | 4  | 5  | 5  | 4  | 4   | ]   |     |     |     |     |
| C4  | 4  | 5  | 3  | 5  | 4  | 5  | 3  | 5  | 4  | 5   | ]   |     |     |     |     |
| C5  | 3  | 5  | 4  | 4  | 5  | 3  | 5  | 4  | 4  | 5   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# MODELING AND FINANCIAL PROJECTIONS Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     | -        |
| Mode of Delivery         | -        |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | -        |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes  |
|--|
| Defines the basic econometric tools to be used in finance applications.                      |
| Applies econometric methods to basic financial concepts.                                     |
| Solves financial models with the help of econometrics.                                       |
| Interprets econometric outputs of financial models.  |
| Becomes competent in constructing, analyzing and interpreting financial and economic models. |
|  |

# Recommended or Required Reading

| Resources                     | + |
|-------------------------------|---|
| Notes                         | - |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week | Topic  |
|------|--|
| 1    | Introduction to financial modeling                             |
| 2    | Properties of financial time series                            |
| 3    | Properties of financial time series                            |
| 4    | Efficient market hypothesis and present value concept          |
| 5    | Asset pricing models and the concept of differential equations |
| 6    | Predictability of capital returns                              |
| 7    | Predictability of capital returns                              |
| 8    | MIDTERM  |
| 9    | Univariate linear stochastic models in financial markets       |
| 10   | Univariate linear stochastic models in financial markets       |
| 11   | Multivariate modeling in financial markets                     |
| 12   | Financial markets and volatility                               |
| 13   | Alternative volatility forecasting methods                     |
| 14   | Alternative volatility forecasting methods                     |
| 15   | FINAL  |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C2  | 5  | 4  | 4  | 4  | 4  | 4  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C3  | 4  | 4  | 4  | 4  | 4  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C4  | 4  | 5  | 4  | 5  | 5  | 4  | 4  | 4  | 5  | 5   | ]   |     |     |     |     |
| C5  | 4  | 5  | 5  | 5  | 4  | 5  | 4  | 5  | 5  | 5   | ]   |     |     |     |     |
| C6  | 3  | 3  | 3  | 3  | 3  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 3  | 3  | 3  | 3  | 3  | 1  |    |    |    |     |     |     |     |     |     |
| C8  | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 3  | 3  | 3  | 3  | 4  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 3  | 3  | 3  | 3  | 3  | ]  |    |    |    |     |     |     |     |     |     |

# MONEY AND CAPITAL MARKETS Course General Information

| Language of Instruction  | -          |
|--------------------------|------------|
| Level of Course Unit     | -          |
| Mode of Delivery         | -          |
| Learning Outcomes        | Compulsory |
| Objectives of the Course | -          |
| Course Content           | -          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes   |
|---|
| To have information about the structures and functioning of Money Market institutions                 |
| To have information about the structures and functioning of Capital Market institutions               |
| To have knowledge about Capital Markets investment and financing instruments                          |
| Buying and selling stocks and other investment instruments from Borsa Istanbul process                |
| The characteristics of mutual funds and their trading transactions, what kind of rights that you have |
|   |

# Recommended or Required Reading

| Resources                     | F Contraction of the second se |
|-------------------------------|--|
| Notes                         |  |
| Preparation and Documentation | P  |

# Weekly Detailed Course Contents

| Week | Торіс  |  |  |  |  |  |
|------|--|--|--|--|--|--|
| 1    | Financial Market; Money market   |  |  |  |  |  |
| 2    | Money market institutions and their functioning                            |  |  |  |  |  |
| 3    | Capital Markets and Institutions   |  |  |  |  |  |
| 4    | Investment and Financial Instruments                                       |  |  |  |  |  |
| 5    | Borsa İstanbul Markets   |  |  |  |  |  |
| 6    | Debt instruments market and transactions                                   |  |  |  |  |  |
| 7    | MIDTERM  |  |  |  |  |  |
| 8    | Futures and options market and precious metals and stones market           |  |  |  |  |  |
| 9    | Mutual Funds   |  |  |  |  |  |
| 10   | Deposit, Foreign Exchange, Gold, Repo, Government Domestic Borrowing bills |  |  |  |  |  |
| 11   | Relationships Between Money Market and Capital Market                      |  |  |  |  |  |
| 12   | Intermediary Institutions  |  |  |  |  |  |
| 13   | Capital Market   |  |  |  |  |  |
| 14   | FINAL  |  |  |  |  |  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     | -   | -   | -   |     |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C6  | 5  | 5  | 5  | 5  | 5  |    |    |    |    |     |     |     |     |     |     |
| C7  | 5  | 5  | 5  | 5  | 5  |    |    |    |    |     |     |     |     |     |     |
| C8  | 5  | 5  | 5  | 5  | 5  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 5  | 5  | 5  | 5  | 5  |    |    |    |    |     |     |     |     |     |     |
| C10 | 4  | 4  | 4  | 4  | 4  | ]  |    |    |    |     |     |     |     |     |     |

# INTERNATIONAL FINANCIAL REPORTING STANDARDS-I Course General Information

| Language of Instruction  | -  |
|--------------------------|--|
| Level of Course Unit     | F Contraction of the second se |
| Mode of Delivery         | -  |
| Learning Outcomes        | Compulsory   |
| Objectives of the Course | F Contraction of the second se |
| Course Content           | -  |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| Learning Outcomes  |
|--|
| Explain conceptual framework for Turkish accounting system and International accounting system.                                |
| Explain the changes brought by International Accounting Standards about the preparation and presentation of financial reports. |
| Discuss the financial statements that are prepared in accordance with IFRS.  |
| scuss the standards such as; IAS1, IAS7, IAS2, IAS8, IAS10, IAS16, IAS 38, IAS40, IAS36, IAS23, IAS18, IAS37 and IAS 17.       |
| Discuss academic studies related to International Accounting Standards.  |
|  |

# Recommended or Required Reading

| Resources                     | Tekdüzen Muhasebe Sistemi Uygulaması, Nalan Akdoğan - Orhan Sevilengül, Gazi Kitabevi 2007Akdoğan N., Tenker N., Finansal        |
|-------------------------------|--|
|                               | Tablolar ve Mali Analiz Teknikleri, Gazi Kitabevi, 11. Baskı, 2007Uluslararası Finansal Raporlama Standartları, Türkiye Muhasebe |
|                               | Standartları Kurulu, 2011Akdoğan N. Ve diğerleri, Türkiye Muhasebe Standartları ile Uyumlu Sektörel Muhasebe, Gazi Kitabevi, 1.  |
|                               | Baski, 2010  |
| Notes                         | -  |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Turkish Accounting Environment                               |
| 2    | Conceptual Framework I                                       |
| 3    | Conceptual Framework II                                      |
|      | IAS 1 Presentation of Financial Statements I                 |
| 5    | IAS 1 Presentation of Financial Statements II                |
| 6    | IAS 7 Statement of Cash Flows                                |
| 7    | IAS 2 Inventories  |
| 8    | MIDTERM  |
| 9    | IAS 8 & IAS 10   |
|      | IAS 16 Property Plant & Equipment - IAS 38 Intangible Assets |
| 11   | AS 36 Impairment of Assets & IAS 23 Borrowing Costs          |
| 12   | IAS 18 Revenue   |
|      | AS 37 Contingent Liabilities & Assets                        |
| 14   | CASE STUDIES   |
| 15   | FİNAL EXAM   |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     | -   | -   |     |     |
| C2  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C3  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C4  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     |     |     |
| C5  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# COST ACCOUNTING Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           | -          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Students will be able to calculate margin elements                       |
| C2 | Students will be able to carry out outcome distributions                 |
| C3 | Students will be able to calculate unit products                         |
| C4 | Students will be able to keep records of balance sheets                  |
| C5 | Students will be able to keep and interprete sales stocks balance sheets |

# Recommended or Required Reading

| Resources                     | Prof. Dr. Mevlüt KARAKAYA, Maliyet Muhasebesi, Gazi Kitabevi, 2011 |
|-------------------------------|--|
| Notes                         |  |
| Preparation and Documentation | k la 

# Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| Week |   |
| 1    | Calculating first product and material cost         |
| 2    | Calculating labouring cost                          |
| 3    | Calculating general production costs                |
| 4    | Calculating general production costs                |
| 5    | Carrying out primary distribution                   |
| 6    | Carrying out secondary distribution                 |
| 7    | Carrying out secondary distribution                 |
| 8    | Mid-Term Exam                                       |
| 9    | Calculating unit costs in order cost management     |
| 10   | Calculating unit cost in process costing            |
| 11   | Calculating standard costs in order cost management |
| 12   | Calculating standard costs in order cost management |
| 13   | Keeping records according to 7/A                    |
| 14   | Keeping records according to 7/B                    |
| 15   | General Overview                                    |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 4  | 4  | 4  | 4  | 4  | 5  | 5  | 5  | 5  | 5   |     | -   | _   |     |     |
| C2  | 4  | 4  | 4  | 4  | 4  | 5  | 5  | 5  | 5  | 5   | 1   |     |     |     |     |
| C3  | 4  | 4  | 4  | 4  | 4  | 5  | 5  | 5  | 5  | 5   | 1   |     |     |     |     |
| C4  | 4  | 4  | 4  | 4  | 4  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C5  | 4  | 4  | 4  | 4  | 4  | 5  | 5  | 5  | 5  | 5   | 1   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    | -  |    |    |     | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  | 1  |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | 1  |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

# ACCOUNTING OF LIQUIDATION AND BANKRUPTCY PROCESSES Course General Information

| Language of Instruction  | -          |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           | ł.         |

Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Students will have detailed information about the liquidation procedures.                    |
| C2 | Students will be informed about the accounting of liquidation transactions.                  |
| C3 | Students will have detailed information about the execution procedures.                      |
| C4 | Students will be informed about the accounting of execution transactions.                    |
| C5 | The student will be able to reflect the bankruptcy and liquidation procedures into practice. |

# Recommended or Required Reading

| Resources                     | Şirketler Muhasebesi / Doç. Dr. Ali Ildır / Eylül 2014 / 4. Baskı |
|-------------------------------|---|
| Notes                         | Şirketler Muhasebesi / Doç. Dr. Ali Ildır / Eylül 2014 / 4. Baskı |
| Preparation and Documentation | -   |

# Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
|      |   |
| 1    | liquidation in companies  |
| 2    | ACCOUNTING RECORD OF LIQUIDATION TRANSACTIONS IN PERSONAL COMPANIES |
| 3    | Liquidation Practice in Private Companies                           |
| 4    | Liquidation Practice in Private Companies                           |
| 5    | End of Liquidation Accounting Records                               |
| 6    | End of Liquidation Accounting Records                               |
| 7    | LIQUIDATION IN CAPITAL COMPANIES                                    |
| 8    | Accounting Records of Liquidation Transactions in Capital Companies |
| 9    | Accounting Records of Liquidation Transactions in Capital Companies |
| 10   | End of Liquidation Accounting Records                               |
| 11   | Bankruptcy Status in Companies                                      |
| 12   | Loss Settlement Application   |
| 13   | Loss Compensation Fund Application                                  |
| 14   | Loss Compensation Fund Application                                  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #  | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1 | 5  | 4  | 4  | 5  | 4  | 5  | 4  | 3  | 5  | 4   | 4   | 5   | 5   | 4   | 5   |
| C2 | 4  | 5  | 5  | 5  | 4  | 5  | 4  | 5  | 3  | 3   | 3   | 5   | 4   | 5   | 4   |
| C3 | 4  | 3  | 5  | 5  | 4  | 4  | 5  | 4  | 3  | 3   | 3   | 5   | 4   | 5   | 5   |
| C4 | 4  | 4  | 4  | 4  | 5  | 5  | 5  | 5  | 4  | 4   | 3   | 5   | 4   | 5   | 4   |
| C5 | 3  | 5  | 4  | 5  | 4  | 4  | 5  | 4  | 4  | 3   | 5   | 5   | 4   | 4   | 4   |

# MANAGEMENT ACCOUNTING Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           | k          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | The student will have information about costing methods.   |
| C2 | The student will be able to distinguish the concepts of cost, expense and expenditure.   |
| C3 | tudent will be able to analyze accounting factors in making management decisions. Student will be able to analyze accounting factors in making management  |
|    | decisions. Öğrenci, yönetim kararlarının alınmasında muhasebe faktörlerini analiz edebilecektir. The student will be able to analyze accounting factors in |
|    | making management decisions.   |
| C4 | The student will be able to learn and analyze basic financial statements.  |
| C5 | The student will be able to compare two or more types of decisions in accounting terms.  |

# Recommended or Required Reading

| Resources                     | Yönetim Muhasebesi - İsmail Özsoy - Maliye Hesap Uzmanları Derneği |
|-------------------------------|--|
| Notes                         | Yönetim Muhasebesi - İsmail Özsoy - Maliye Hesap Uzmanları Derneği |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
|      |  |
| 1    | Introduction to management accounting                  |
| 2    | cost and cost elements                                 |
| 3    | costs by behavior                                      |
| 4    | cost-volume-profit analysis                            |
| 5    | cost-volume-profit analysis                            |
| 6    | full, variable and normal costing methods              |
| 7    | profit planning in business                            |
| 8    | standard costing and deviation analysis                |
|      | flexible budgets and general production costs analysis |
| 10   | cost analyzes applicable to management decisions       |
| 11   | stock management and control                           |
| 12   | cash flow statement                                    |
| 13   | financial statement analysis                           |
| 14   | strategic cost method                                  |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

Contribution of Learning Outcomes to Programme Outcomes: Contribution: 1:Very Slight 2:Slight 3:Moderate 4:Significant 5:Very Significant

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 4  | 4  | 5  | 4  | 5  | 5  | 4  | 5   |     |     |     | -   | -   |
| C2  | 4  | 5  | 4  | 5  | 4  | 5  | 4  | 3  | 5  | 4   | ]   |     |     |     |     |
| C3  | 3  | 3  | 5  | 4  | 5  | 3  | 5  | 4  | 5  | 4   | ]   |     |     |     |     |
| C4  | 4  | 4  | 5  | 5  | 3  | 3  | 5  | 4  | 3  | 5   |     |     |     |     |     |
| C5  | 4  | 3  | 3  | 5  | 4  | 4  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    | _  |    | -   | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# PORTFOLIO MANAGEMENT Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           |            |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Providing information on investment products and investment institutions                             |
| C2 | Calculate the return and risk of securities  |
| C3 | Calculate portfolio risk and portfolio return by creating a portfolio                                |
| C4 | Having the ability and ability to work in portfolio management companies, brokerage houses and banks |
| C5 | To have knowledge about financial risk management  |

# Recommended or Required Reading

| Resources                     | + |
|-------------------------------|---|
| Notes                         | - |
| Preparation and Documentation |   |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | General security concept,Market concept,Capital market instruments |
| 2    | Shares (shares) Definition, characteristics and types              |
| 3    | Stock valuation methods  |
| 4    | Bonds Definition, Characteristics and Types                        |
| 5    | Bond Valuation Methods   |
| 6    | Other capital market instruments                                   |
| 7    | MIDTERM  |
| 8    | Derivatives,Options  |
| 9    | Future contracts, definition and features                          |
| 10   | Forward transactions, definition and features                      |
| 11   | Introduction to portfolio management                               |
| 12   | Traditional portfolio management, Modern portfolio management      |
| 13   | Measuring risk and standard deviation                              |
| 14   | FINAL  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     | -   |     | -   | -   |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C6  | 5  | 5  | 5  | 5  | 5  |    |    |    | -  | -   | -   |     |     |     |     |
| C7  | 5  | 5  | 5  | 5  | 5  |    |    |    |    |     |     |     |     |     |     |
| C8  | 5  | 5  | 5  | 5  | 5  |    |    |    |    |     |     |     |     |     |     |
| C9  | 5  | 5  | 5  | 5  | 5  |    |    |    |    |     |     |     |     |     |     |
| C10 | 5  | 5  | 5  | 5  | 5  |    |    |    |    |     |     |     |     |     |     |

# AUDIT PRACTICES Course General Information

| Language of Instruction  | -          |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           | -          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Learn the phases of the audit operation.                      |
| C2 | Has information about working papers                          |
| C3 | Has information about the audit of the cycles.                |
| C4 | Has information about the questions to be asked in the audit. |
| C5 | Has information about the materiality and risk.               |

# Recommended or Required Reading

| Resources                     | -             |
|-------------------------------|---------------|
| Notes                         | Lecture Notes |
| Preparation and Documentation |               |

# Weekly Detailed Course Contents

| Week | Торіс  |
|------|--|
| 1    | Practices related to the preparation of working papers |
| 2    | Accounting Fraud Applications                          |
| 3    | Accounting Fraud Applications                          |
| 4    | Accounting Fraud Applications                          |
| 5    | Materiality and risk applications                      |
| 6    | Materiality and risk applications                      |
| 7    | Internal control structure recognition applications    |
| 8    | Mid Term Exam  |
| 9    | Practices for internal audit                           |
| 10   | Practices for internal audit                           |
| 11   | Practices for analytical review procedures             |
| 12   | Practices for analytical review procedures             |
| 13   | Practices for analytical review procedures             |
| 14   | Preparation of Audit Report                            |
| 15   | Final Exam   |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

|     | -  |    | 1  | -  | -  | -  |    | 1  | -  | 1   | -   | 1   | 1   | -   |     |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
| C1  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2   |     |     |     | _   |     |
| C2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2   |     |     |     |     |     |
| C3  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C4  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   | ]   |     |     |     |     |
| C5  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2  | 2   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

# INTERNATIONAL FINANCIAL REPORTING STANDARDS-II Course General Information

| Language of Instruction  |            |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course | +          |
| Course Content           | -          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Explain conceptual framework for Turkish accounting system and International accounting system.                                |
| C2 | Explain the changes brought by International Accounting Standards about the preparation and presentation of financial reports. |
| C3 | Discuss the financial statements that are prepared in accordance with IFRS.  |
| C4 | Discuss the standards that are studied at the class.   |
| C5 | Discuss academic studies related to International Accounting Standards.  |
|    |  |

# Recommended or Required Reading

| Resources                     | ekdüzen Muhasebe Sistemi Uygulaması, Nalan Akdoğan - Orhan Sevilengül, Gazi Kitabevi 2007Akdoğan N., Tenker N., Finansal         |
|-------------------------------|--|
|                               | Tablolar ve Mali Analiz Teknikleri, Gazi Kitabevi, 11. Baskı, 2007Uluslararası Finansal Raporlama Standartları, Türkiye Muhasebe |
|                               | Standartları Kurulu, 2011Akdoğan N. Ve diğerleri, Türkiye Muhasebe Standartları ile Uyumlu Sektörel Muhasebe, Gazi Kitabevi, 1.  |
|                               | Baski, 2010  |
| Notes                         | -  |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week | Topic   |
|------|---|
| 1    | IAS 17 Leasing  |
| 2    | TAS 24: Related Party Disclosures, TFRS 5: Non-current Assets Held for Sale and Discontinued Operations                                       |
| 3    | TFRS 7: Financial Instruments: Disclosures, TFRS 9: Financial Instruments   |
| 4    | TFRS 8: Operating Segments TFRS: Business Combinations TFRS: Non-Current Assets Held for Sale and Discontinued Operations TFRS 21: Changes in |
|      | Foreign Exchange Rates  |
| 5    | TMS 27: Consolidated and Separate Financial Statements  |
| 6    | TMS 28: Investments in Associates   |
| 7    | TMS 32: Financial Instruments Presentations   |
| 8    | MID-TERM EXAM   |
| 9    | TMS 33: Earnings Per Shares   |
| 10   | TMS 34: Interim Financial REporting   |
| 11   | TMS 39: Financial Instruments: Recognition and Measurements   |
|      | Sample Applications   |
| 13   | Sample Applications   |
| 14   | Sample Applications   |
| 15   | Final Exam  |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     | -   | -   | -   |     |
| C2  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C3  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |     |     |
| C4  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   | ]   |     |     |     |     |
| C5  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    | -  |    |    | -   | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |     |     |

# **PROJECT MANAGEMENT Course General Information**

| Language of Instruction  | ·        |
|--------------------------|----------|
| Level of Course Unit     | -        |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course |          |
| Course Content           | -        |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Students will be taught basic project management concepts.       |
| C2 | The basic project management steps will be shown in detail.      |
| C3 | Students will be able to make applications about the plan.       |
| C4 | Students will have project management for all business branches. |
| C5 | Students will be able to make an effective project management.   |

# Recommended or Required Reading

| Resources                     | Proje YönetimiKariyer YayınlarıProf. Dr. İsmail BARUTÇUGİL |
|-------------------------------|--|
| Notes                         | Proje YönetimiKariyer YayınlarıProf. Dr. İsmail BARUTÇUGİL |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week | Topic                              |
|------|------------------------------------|
| 1    | Introduction to Project Management |
|      | Project Integration Management     |
| 3    | Project Scope Management           |
| 4    | Introduction to Project Planning   |
| 5    | Project Time Management            |
| 6    | Project Time Management            |
| 7    | Project Resource Management        |
| 8    | Project Risk Management            |
| 9    | Project Performance Measurement    |
| 10   | Project Quality Management         |
|      | Project Human Resources Management |
| 12   | Project Communication Management   |
|      | Project Procurement Management     |
| 14   | Project Selection Techniques       |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 4  | 4  | 5  | 4  | 5  | 4  | 3  | 5   |     |     | -   | -   |     |
| C2  | 4  | 5  | 4  | 3  | 5  | 4  | 4  | 5  | 4  | 4   | ]   |     |     |     |     |
| C3  | 5  | 4  | 5  | 4  | 5  | 4  | 5  | 5  | 4  | 4   |     |     |     |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 4  | 4  | 4  | 5  | 5   | ]   |     |     |     |     |
| C5  | 4  | 5  | 5  | 4  | 5  | 4  | 5  | 4  | 5  | 4   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# E-COMMERCE Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         | -        |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | -        |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Defines electronic commerce concept and models.           |
| C2 | Explains how electronic data interchange is done.         |
| C3 | Defines electronic commerce environments on the Internet. |
| C4 | Implements electronic commerce activities.                |
| C5 | Explains secure payment systems in electronic commerce.   |

# Recommended or Required Reading

| Resources                     | https://personel.klu.edu.tr/ihsan.aktas |
|-------------------------------|---|
| Notes                         | https://personel.klu.edu.tr/ihsan.aktas |
| Preparation and Documentation | https://personel.klu.edu.tr/ihsan.aktas |

# Weekly Detailed Course Contents

| Week | Торіс                            |
|------|----------------------------------|
| 1    | Electronic commerce concepts.    |
| 2    | Electronic commerce concepts.    |
| 3    | Electronic commerce content      |
| 4    | Parties to electronic commerce.  |
| 5    | Electronic commerce models       |
| 6    | Electronic commerce models       |
| 7    | Electronic data interchange      |
| 8    | General evaluation               |
| 9    | Mid-term exam                    |
| 10   | Electronic commerce applications |
| 11   | Electronic commerce applications |
| 12   | Electronic commerce applications |
|      | Secure payment in e-commerce     |
| 14   | Secure payment in e-commerce     |

### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C2  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C3  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   |     |     |     |     |     |
| C4  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C5  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1  | 1   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    | -  | -  |    | -   | -   |     |     |     |     |
| C7  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C8  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C9  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# STRATEGIC MANAGEMENT Course General Information

| Language of Instruction  | -        |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course |          |
| Course Content           | -        |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | Defines terms used in strategic management.   |
| C2 | Explains strategic management process and its stages.   |
| C3 | Analyses internal and external environment of business, prepares status determination matrices. |
| C4 | Defines mission, vision, strategic aims and targets of business.                                |
| C5 | Explains core strategies and competition strategies applied in business.                        |

# Recommended or Required Reading

| Resources                     | -İşletmelerde Stratejik Yönetim. Hayri ÜLGEN, Kadri MİRZE. 9. baskı, Beta Yayınları. |
|-------------------------------|--|
| Notes                         | -İşletmelerde Stratejik Yönetim. Hayri ÜLGEN, Kadri MİRZE. 9. baskı, Beta Yayınları. |
| Preparation and Documentation | -İşletmelerde Stratejik Yönetim. Hayri ÜLGEN, Kadri MİRZE. 9. baskı, Beta Yayınları. |

# Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Terms used in strategic management                                |
| 2    | Stages of the strategic management process (overview)             |
| 3    | Strategic Analysis - External Environment Analysis                |
| 4    | Strategic Analysis - External Environment Analysis                |
| 5    | Strategic Analysis - Internal Environment Analysis                |
| 6    | Strategic Analysis - Internal Environment Analysis                |
| 7    | Status determination matrices - SWOT Analysis                     |
| 8    | Midterm exam  |
| 9    | Strategic Guidance - Mission, Vision, Strategic Aims and Targets. |
| 10   | Generic Strategies  |
| 11   | Competition Strategies  |
| 12   | Corporate Strategies  |
| 13   | Functional Strategies   |
| 14   | Implementation of Strategies                                      |
| 15   | Strategic Control   |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 2  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3  | 3   |     |     |     | -   |     |
| C2  | 2  | 3  | 3  | 2  | 2  | 2  | 2  | 3  | 3  | 3   |     |     |     |     |     |
| C3  | 3  | 3  | 2  | 3  | 2  | 3  | 3  | 3  | 2  | 2   | ]   |     |     |     |     |
| C4  | 3  | 3  | 2  | 3  | 2  | 2  | 3  | 3  | 3  | 2   | ]   |     |     |     |     |
| C5  | 3  | 2  | 2  | 3  | 3  | 3  | 3  | 3  | 2  | 2   | ]   |     |     |     |     |
| C6  | 1  | 1  | 1  | 2  | 2  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C8  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C9  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C10 | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |

# BANK AND INSURANCE ACCOUNTING Course General Information

| Language of Instruction  |          |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           | -        |

### Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes   |
|----|---|
| C1 | To be able to comprehend basic concepts of bank accountancy   |
| C2 | They will be able to identify the funding sources of the banks and explain how the resources are accounted.   |
| C3 | Will be able to define the concepts related to credit and will be able to account for credit transactions.  |
| C4 | The services of the banks will be able to explain and account for foreign exchange transactions.  |
| C5 | The insurance policy will be able to make accounting entries for accrual and collection, commission, policy cancellation and compensation payments. |
|    |   |

# Recommended or Required Reading

|                               | Banka ve Sigorta Muhasebesi, Anadolu Üniversitesi Açıköğretim Yayınları, Eskişehir, 2013 BANKA MUHASEBESİ MESUT<br>YILDIRIM (TBB YAYINLARI 2008) BANKA MUHASEBESİ ALPTEKİN GÜNEY (BETA YAYINCILIK 2009) BANKA MUHASEBESİ<br>ORHAN SEVİLENGÜL (GAZİ KİTAPEVİ 2001)Mehmet Hasan Eken ve Hüseyin Selimler, BANKA MUHASEBESİ |
|-------------------------------|--|
| Notes                         | P  |
| Preparation and Documentation | k  |

# Weekly Detailed Course Contents

| Week | Торіс   |
|------|---|
| 1    | Generally Banks and Banking   |
| 2    | General accounting concepts   |
| 3    | General Information about the Bank and insurance accounting, insurance and accounting functions of the Bank |
| 4    | Generally Loans   |
| 5    | Operations on loans, Accounting for Loans   |
| 6    | Accounting for Service Transactions   |
| 7    | Foreign Currency Transactions   |
| 8    | Period Ends in Bank Operations  |
| 9    | Accounting System in Insurance Businesses   |
| 10   | Accounting for Insurance, Reinsurance and Coinsurance Transactions  |
| 11   | Final Transactions in Insurance Business  |
| 12   | Financial Tables of Banks and Insurance Enterprises   |
| 13   | Application-Monograph Solution  |
| 14   | Application-Monograph Solution  |
| 15   | Final Exam  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 0        | % 0        |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 1        | % 60       |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 120      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14  | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|------|-----|
|     | F1 | FZ | гэ | F4 | FU | FU | F/ | FO | гэ | FIU | FII | FIZ | F13 | F 14 |     |
| C1  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |      |     |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |      |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     |      |     |
| C4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |      |     |
| C5  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   | ]   |     |     |      |     |
| C6  | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |      |     |
| C7  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |      |     |
| C8  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |      |     |
| C9  | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |      |     |
| C10 | 1  | 1  | 1  | 1  | 1  | ]  |    |    |    |     |     |     |     |      |     |

# FORENSIC ACCOUNTING Course General Information

| Language of Instruction  |          |
|--------------------------|----------|
| Level of Course Unit     |          |
| Mode of Delivery         |          |
| Learning Outcomes        | Elective |
| Objectives of the Course | -        |
| Course Content           |          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | Introduction of Forensic Accounting                      |
| C2 | Introducing fraud auditoring                             |
| C3 | Gaining the ability to practice about fraud auditing     |
| C4 | To gain the ability to apply about forensic accounting   |
| C5 | To explain fraud auditing practices in professional life |

# Recommended or Required Reading

| Resources                     | Forensic Accounting - Hakan TASTAN       |
|-------------------------------|--|
| Notes                         | Case examples to be given in the lessons |
| Preparation and Documentation |  |

# Weekly Detailed Course Contents

| Week | Topic  |
|------|--|
| 1    | Forensic Accounting Concept  |
| 2    | Forensic Accounting Practices in the World and its place in Turkey                             |
| 3    | Fraud Auditing: Basic Concepts, Definitions - Fraud and Its Legal Aspect                       |
| 4    | Enterprise Risk Management, Fraud Risk Analysis, Fraud Triangle, Characteristics of Fraudsters |
| 5    | Fraud Auditing Techniques  |
| 6    | Planning and Conducting a Fraud Audit  |
| 7    | Midterm  |
| 8    | Field Studies, Evidence Collection Process and Reporting in Fraud Audit                        |
| 9    | Field Studies, Evidence Collection Process and Reporting in Fraud Audit                        |
|      | Cheats by Employees and Cheats by Management   |
| 11   | Fake Financial Statements and Financial Statement Fraud  |
| 12   | Fraud Check cases from around the world  |
| 13   | Fraud Check cases from around the world  |
| 14   | An overview  |

#### Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 1        | % 40       |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 60       |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 2        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 4  | 4  | 3  | 5  | 4  | 4  | 5  | 5  | 5   |     | -   | -   | -   |     |
| C2  | 4  | 5  | 5  | 4  | 5  | 5  | 4  | 5  | 5  | 4   | ]   |     |     |     |     |
| C3  | 3  | 4  | 5  | 5  | 4  | 4  | 5  | 4  | 4  | 5   | ]   |     |     |     |     |
| C4  | 5  | 5  | 5  | 4  | 4  | 5  | 4  | 3  | 4  | 5   | ]   |     |     |     |     |
| C5  | 4  | 5  | 5  | 4  | 5  | 4  | 4  | 4  | 5  | 5   | ]   |     |     |     |     |
| C6  | 2  | 2  | 2  | 2  | 2  |    |    | -  |    | -   | -   |     |     |     |     |
| C7  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C8  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C9  | 2  | 2  | 2  | 2  | 2  |    |    |    |    |     |     |     |     |     |     |
| C10 | 1  | 1  | 1  | 1  | 1  |    |    |    |    |     |     |     |     |     |     |

# VOCATIONAL TRAINING PRACTICE IN BUSINESS Course General Information

| Language of Instruction  | Turkish                           |
|--------------------------|-----------------------------------|
| Level of Course Unit     | Undergraduate                     |
| Mode of Delivery         | Online                            |
| Learning Outcomes        | Compulsory                        |
| Objectives of the Course | Vocational education for students |
| Course Content           | Professional Training             |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes  |
|----|--|
| C1 | To be able to use the theoretical and applied knowledge gained in the field of accounting and finance.     |
| C2 | To take individual responsibility to solve complex problems encountered in practice and unpredictable.     |
| C3 | To list work process   |
| C4 | Have the qualifications to support professional knowledge and skills with other applied field information. |
| C5 | To list contribution of the industry   |

# Recommended or Required Reading

| Resources                     | On the job training |
|-------------------------------|---------------------|
| Notes                         | On the job training |
| Preparation and Documentation |                     |

# Weekly Detailed Course Contents

| Week | Торіс               |
|------|---------------------|
| 1    | On the job training |
| 2    | On the job training |
| 3    | On the job training |
| 4    | On the job training |
| 5    | On the job training |
| 6    | On the job training |
| 7    | On the job training |
| 8    | On the job training |
| 9    | On the job training |
|      | On the job training |
| 11   | On the job training |
| 12   | On the job training |
| 13   | On the job training |
|      | On the job training |
| 15   | On the job training |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 0        | % 0        |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | <b>%</b> 0 |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 0        | % 100      |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 0        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   |     |     |     | _   | -   |
| C2  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C3  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C4  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5  | 5   | ]   |     |     |     |     |
| C6  | 2  | 2  | 1  | 1  | 1  |    |    |    |    |     | -   |     |     |     |     |
| C7  | 2  | 2  | 2  | 2  | 2  | 1  |    |    |    |     |     |     |     |     |     |
| C8  | 5  | 5  | 4  | 4  | 4  | ]  |    |    |    |     |     |     |     |     |     |
| C9  | 5  | 5  | 5  | 5  | 5  | ]  |    |    |    |     |     |     |     |     |     |
| C10 | 5  | 5  | 5  | 5  | 5  | ]  |    |    |    |     |     |     |     |     |     |

# FINAL WORK Course General Information

| Language of Instruction  | -          |
|--------------------------|------------|
| Level of Course Unit     |            |
| Mode of Delivery         |            |
| Learning Outcomes        | Compulsory |
| Objectives of the Course |            |
| Course Content           | -          |

# Course Learning Outcomes: Upon the successful completion of this course, students will be able to:

| #  | Learning Outcomes |
|----|-------------------|
| C1 | Field work        |
| C2 | Field work        |
| C3 | Field work        |
| C4 | Field work        |
| C5 | Field work        |
| C6 | Field work        |

# Recommended or Required Reading

| Resources                     | Field works |
|-------------------------------|-------------|
| Notes                         | -           |
| Preparation and Documentation |             |

# Weekly Detailed Course Contents

|    | Торіс      |
|----|------------|
| 1  | Field work |
| 2  | Field work |
| 3  | Field work |
| 4  | Field work |
| 5  | Field work |
| 6  | Field work |
| 7  | Field work |
| 8  | Field work |
| 9  | Field work |
| 10 | Field work |
| 11 | Field work |
| 12 | Field work |
| 13 | Field work |
| 14 | Field work |
| 15 | Field work |

# Assessment Methods and Criteria

| In-Term Studies                     | Quantity | Percentage |
|-------------------------------------|----------|------------|
| Mid-terms                           | 0        | % 0        |
| Quizzes                             | 0        | % 0        |
| Assignment                          | 0        | % 0        |
| Attendance                          | 0        | % 0        |
| Practice                            | 0        | % 0        |
| Project                             | 0        | % 0        |
| Final examination                   | 1        | % 100      |
| Field Work                          | 0        | % 0        |
| Workshop                            | 0        | % 0        |
| Laboratory                          | 0        | % 0        |
| Preparation of Presentation/Seminar | 0        | % 0        |
| Total                               | 1        | % 100      |

| #   | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 | P10 | P11 | P12 | P13 | P14 | P15 |
|-----|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| C1  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     | -   | -   | -   | -   |
| C2  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C3  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C5  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C6  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4  | 4   |     |     |     |     |     |
| C7  | 4  | 4  | 4  | 4  | 4  |    |    |    |    |     |     |     |     |     |     |
| C8  | 4  | 4  | 4  | 4  | 4  |    |    |    |    |     |     |     |     |     |     |
| C9  | 4  | 4  | 4  | 4  | 4  |    |    |    |    |     |     |     |     |     |     |
| C10 | 4  | 4  | 4  | 4  | 4  |    |    |    |    |     |     |     |     |     |     |
| C11 | 4  | 4  | 4  | 4  | 4  |    |    |    |    |     |     |     |     |     |     |
| C12 | 4  | 4  | 4  | 4  | 4  |    |    |    |    |     |     |     |     |     |     |