

**School of Business and Management Sciences / Aviation Management**

**2024 - 2025 Academic Year**

**MANAGEMENT and ORGANISATION**

**Syllabus**

<b>Course Description</b>					
<b>Name</b>	<b>Code</b>	<b>Semester</b>	<b>T+A Hour</b>	<b>Credit</b>	<b>ECTS</b>
MANAGEMENT and ORGANISATION	HVY3134150	Fall Semester	3+0	3	5
<b>Prerequisites Courses</b>					
<b>Recommended Elective Courses</b>					
<b>Language of Instruction</b>	Turkish				
<b>Course Level</b>	First Cycle (Bachelor's Degree)				
<b>Course Type</b>	Elective				
<b>Course Coordinator</b>	Assist.Prof. Emine GÜNDOĞMUŞ				
<b>Name of Lecturer(s)</b>	Assist.Prof. Gül ÇIKMAZ				
<b>Assistant(s)</b>					
<b>Aim</b>	The course focuses on the examination of management theories and the four functions of management—planning, organizing, leading, and controlling to achieve organizational goals				
<b>Course Content</b>	This course contains; Basic concepts related with management and organization ,The Interaction between management and the environment,History of Management Thinking- Classical Management ,History of Management Thinking- Neo-classical Management ,History of Management Thinking- Modern&Postmodern Management ,Management Functions- Planning,Planning-Strategic Management,Management Functions- Organizing,Organizing- Human Resources Management,Management Functions- Leading,Leadership,Leading-Motivation and Communication,Management Functions- Controlling,Current Topics in Management.				
<b>Course Learning Outcomes</b>			<b>Teaching Methods</b>	<b>Assessment Methods</b>	
1.1.The student defines management, managers, managerial skills and roles.					
1.2.The student states an organization and explain its existence.					
3.3.The student compares modern management theories.					
4.1.The student defines concepts related with the function of planning.					
1. The student will be able to define basic concepts related with management and organization.			14, 16, 9	A	
1.3. The student states modern management concepts.					
2. The student will be able to explain the environment-management interaction.			10, 14, 16, 9	A	
2.1. The student explains general environment and the effects of its dimensions on management.					
2.2. The student discusses task environment and the effects of its dimensions on management.					
2.3. The student evaluates internal environment and the significance of its dimensions on management.					
3. The student will be able to analyze the historical evolution of management thinking.			10, 14, 16, 9	A	
3.1. The student explains classical management theory in terms of its' pioneers and its' assumptions.					
3.2. The student defines neo-classical management theory in relation to scientific researches and its' pioneers.					
3.4. The student discusses the postmodern management concepts and techniques.					
4. The student will be able to discuss the planning function and its related processes.			10, 14, 16, 4, 9	A	
4.2. The student summarizes the stages of the decision making process.					
4.3. The student explains strategic management and its assumptions.					
4.4. The student designs competitive strategies by making a SWOT analysis.					
5. The student will be able to compare the organizational structures.			10, 14, 16, 9	A	
5.1. The student explains the principles of organizing.					
5.2. The student analyses the traditional (functional and divisional) organizational structures.					
5.3. The student compares modern (matrix) organizational structures with traditional structures.					
5.4. The student discusses the features of contemporary (team-based and network) structures and their importance for current businesses.					
6. The student will be able to discuss the significance of human resources management on organizing.			10, 14, 16, 4, 9	A	
6.1. The student explains the place and the effectiveness of human resources management in the organizational design.					
6.2. The student describes the effects of human resources management's functions on organizational design.					
6.3. The student discusses the interaction between organizing and human resources management.					
7. The student will be able to analyze the leading function in terms of leadership and motivation theories.			10, 14, 16, 4, 9	A	
7.1. The student explains the development of leadership concept in terms of leadership theories.					
7.2. The student discusses the importance of motivation in leadership through motivation theories.					
7.3. The student describes the significance of communication in leading.					
<b>Teaching Methods</b>	10: Discussion Method, 14: Self Study Method, 16: Question - Answer Technique, 4: Inquiry-Based Learning, 9: Lecture Method				
<b>Assessment Methods</b>	A: Traditional Written Exam				
<b>Lecture Schedule</b>					
<b>Sequence</b>	<b>Topics</b>	<b>Preliminary Preparation</b>			
1	Basic concepts related with management and organization				
2	The Interaction between management and the environment	Students are required to read the related chapter in their text books.			
3	History of Management Thinking- Classical Management	Students are required to read the related chapter in their text books.			
4	History of Management Thinking- Neo-classical Management	Students are required to read the related chapter in their text books.			
5	History of Management Thinking- Modern&Postmodern Management	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.			
6	Management Functions- Planning	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.			

<b>Lecture Schedule</b>		
<b>Sequence</b>	<b>Topics</b>	<b>Preliminary Preparation</b>
7	Planning- Strategic Management	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
8	Management Functions- Organizing	Students are required to read the related chapter in their text books.
9	Organizing- Human Resources Management	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
10	Management Functions- Leading	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
11	Leadership	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
12	Leading-Motivation and Communication	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
13	Management Functions- Controlling	Students are required to read the related chapter in their text books.
14	Current Topics in Management	Students are required to read the related chapter in their text books.
<b>Evaluation Methods</b>		<b>Weight(%)</b>
Midterm Exam		40
General Exam		60

<b>Resources</b>
<p>course presentation files* Thomas S. Bateman ve Scott A. Snell (2016). Yönetim. (Ed.Senem Besler&amp;Cihat Erbil). Nobel Kitapevi.</p> <ul style="list-style-type: none"> <li>• Tamer Koçel (2015). İşletme Yöneticiliği (Yönetim ve Organizasyon - Organizasyonlarda Davranış - Klasik, Modern, Çağdaş ve Güncel Yaklaşımlar), Beta Yayınevi.</li> <li>• Nurullah Genç (2012). Yönetim ve Organizasyon - Çağdaş Sistemler ve Yaklaşımlar, Seçkin Yayıncılık.</li> <li>• Aykut Berber (2013). Klasik Yönetim Düşüncesi, Alfa Basım.</li> </ul> <p>"Management: A Practical Introduction" - Angelo Kinicki and Brian K. Williams, McGraw-Hill Education, 2022.</p> <p>"Management" - Richard L. Daft, Cengage Learning, 2019.</p> <p>"Management: Leading &amp; Collaborating in a Competitive World" - Thomas S. Bateman, Scott A. Snell, and Robert Konopaske, McGraw-Hill Education 2018.</p> <ul style="list-style-type: none"> <li>• Weekly/monthly business and economics journals</li> </ul>