

Molecular Biology and Genetics (English)			
Bachelor	TR-NQF-HE: Level 6	QF-EHEA: First Cycle	EQF-LLL: Level 6

Course Introduction and Application Information

Course Code:	UNI188		
Course Name:	Building Managerial Skills		
Semester:	Spring Fall		
Course Credits:	<div>ECTS</div> <div>5</div>		
Language of instruction:	English		
Course Condition:			
Does the Course Require Work Experience?:	No		
Type of course:	University Elective		
Course Level:	<div> <div>Bachelor</div> <div>TR-NQF-HE:6. Master`s Degree</div> <div>QF-EHEA:First Cycle</div> <div>EQF-LLL:6. Master`s Degree</div> </div>		
Mode of Delivery:	E-Learning		
Course Coordinator:	Dr. Öğr. Üy. GÜLSÜM SAVCI		
Course Lecturer(s):	Dr. Öğr. Üy. Gülsüm Gökgöz		
Course Assistants:			

Course Objective and Content

Course Objectives:	The aim of the course is to give participants the knowledge and skills of leading managerial positions within the framework of modern management approaches. The students are taught the necessary skills and practices in order to take successful steps in the process of change and teach good results, focuses on the employee-manager relationship in the changing business world.
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Course Content:	This course encompasses basic management concepts / management with goals, development of executive personality, development of managerial skills through decision making and problem solving, team building and management, leadership and motivation, time management and conflict management.
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Learning Outcomes

The students who have succeeded in this course;

- 1) Explains the relationship between manager and related concepts.
- 2) Understand and link the evolutionary process of manager and leadership theories.
- 3) Interpret the effects of the manager inside and outside the business.
- 4) Understands the manager's decision-making process and employee relations.
- 5) Explains the changing roles of the managers.
- 6) Understands the causes of conflicts in the workplace and knows conflict management strategies.
- 7) Can apply the principles of time management.

Course Flow Plan

Week	Subject	Related Preparation
1)	Introduction to the Course Best Choice: Being a Manager or a Leader?(1)	
2)	Best Choice: Being a Manager or a Leader?(2)	
3)	Conceptual Ability: Decision Making and Problem Solving	
4)	Foreseeing the Future: Planning	
5)	Leading Your Teams	
6)	A Way of Persuasion and Rapport: Communication	
7)	Midterm1 (a session will be organized other than class hour) Willingness to Work: Motivation1	
8)	Willingness to Work: Motivation 2	
9)	Never Ending Need: Employee Education, Performance Evaluation and Feedback	
10)	Understanding the Inner Environment: Organizational Values, Culture and Climate	
11)	Disagreements are Normal: Conflict Management	
12)	Midterm2 (a session will be organized other than class hour) A Scarce Resource: Time Management and Handling Meetings	

13)	Student Presentations (Due to Eid Mubarek, a make up class will be organized)	
14)	Student Presentations	
15)	Final Exams	

Sources

Course Notes / Textbooks:	Timothy A. Judge, Stephen P. Robbins, Organizational Behavior, 17th ed., Pearson Ltd, 2017 (pdf version is available) Stephen P. Robbins, Mary Coulter, Management, 14th ed., Pearson Ltd, 2019 (pdf version will be shared online)
References:	Lecturer's notes

Course - Program Learning Outcome Relationship

Course Learning Outcomes	1	2	3	4	5	6	7
Program Outcomes							
1) Has a theoretical and practical background in biology, chemistry, physics and mathematics, which constitute the basic knowledge in the field of molecular biology and genetics.							
2) Can explain biological phenomena and events at molecular level and relate them to other basic sciences and engineering applications.							
3) Has the basic laboratory knowledge and skills required by the field.							
4) Works in accordance with scientific principles and ethical rules.							
5) Uses procedural and mathematical software programs required for the analysis and basic evaluation of biological data at least at the European Computer License Basic Level.							
6) Has the knowledge, culture and skills to follow the literature and current methods related to his field.							
7) Will be able to identify the main problem in line with the needs in health, agriculture, animal husbandry, environment, industry and similar issues and offer the necessary solutions by using up-to-date technology.							
8) Has the knowledge and ability to evaluate biological phenomena and events at the level of systems from an evolutionary point of view.							
9) Has the ability to be involved in individual and group work, to prepare and carry out projects on specific topics, and to make written and oral							

presentations.							
Course Learning Outcomes	1	2	3	4	5	6	7
10) Uses at least one foreign language in reading, writing and speaking at B1 General Level in terms of European Language Portfolio criteria.							
11) Has the ability to identify social and global problems using his / her field knowledge and to be a part of the solution in interdisciplinary cooperation.							
12) Respects social, cultural and individual differences, universal values and human rights in his / her scientific and professional activities.							

Course - Learning Outcome Relationship

No Effect	1 Lowest	2 Average	3 Highest

	Program Outcomes	Level of Contribution
1)	Has a theoretical and practical background in biology, chemistry, physics and mathematics, which constitute the basic knowledge in the field of molecular biology and genetics.	
2)	Can explain biological phenomena and events at molecular level and relate them to other basic sciences and engineering applications.	
3)	Has the basic laboratory knowledge and skills required by the field.	
4)	Works in accordance with scientific principles and ethical rules.	
5)	Uses procedural and mathematical software programs required for the analysis and basic evaluation of biological data at least at the European Computer License Basic Level.	
6)	Has the knowledge, culture and skills to follow the literature and current methods related to his field.	
7)	Will be able to identify the main problem in line with the needs in health, agriculture, animal husbandry, environment, industry and similar issues and offer the necessary solutions by using up-to-date technology.	
8)	Has the knowledge and ability to evaluate biological phenomena and events at the level of systems from an evolutionary point of view.	
9)	Has the ability to be involved in individual and group work, to prepare and carry out projects on specific topics, and to make written and oral presentations.	

10)	Uses at least one foreign language in reading, writing and speaking at B1 General Level in terms of European Language Portfolio criteria.	
11)	Has the ability to identify social and global problems using his / her field knowledge and to be a part of the solution in interdisciplinary cooperation.	
12)	Respects social, cultural and individual differences, universal values and human rights in his / her scientific and professional activities.	

Assessment & Grading

Semester Requirements	Number of Activities	Level of Contribution
Presentation	1	% 10
Project	1	% 10
Midterms	2	% 50
Final	1	% 30
total		% 100
PERCENTAGE OF SEMESTER WORK		% 70
PERCENTAGE OF FINAL WORK		% 30
total		% 100

Workload and ECTS Credit Calculation

Activities	Number of Activities	Workload
Course Hours	15	60
Presentations / Seminar	2	6
Project	6	16
Midterms	2	22
Final	3	16
Total Workload		120