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|-----------|--------------------|----------------------|------------------|
| Dentistry |                    |                      |                  |
| Bachelor  | TR-NQF-HE: Level 6 | QF-EHEA: First Cycle | EQF-LLL: Level 6 |

## Course Introduction and Application Information

|   |  |  |  |
|---|--|--|--|
| Course Code:                              | UNI211   |  |  |
| Course Name:                              | Human Resources Management   |  |  |
| Semester:                                 | Fall   |  |  |
| Course Credits:                           | <div>ECTS</div> <div>5</div>   |  |  |
| Language of instruction:                  | Turkish  |  |  |
| 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.<br/>Master`s Degree</div> <div>QF-<br/>EHEA:First<br/>Cycle</div> <div>EQF-LLL:6.<br/>Master`s Degree</div> </div> |  |  |
| Mode of Delivery:                         | Face to face   |  |  |
| Course Coordinator:                       | Prof. Dr. FAHRİ ERENEL   |  |  |
| Course Lecturer(s):                       | Assoc.Prof.Dr. Fahri Erenel  |  |  |
| Course Assistants:                        |  |  |  |

## Course Objective and Content

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|--------------------|--|
| Course Objectives: | To reveal the basic information and applications related to the basic functions of human resources management within the framework of strategic perspective.                 |
| Course Content:    | Definition and functions of human resources management, HRM. HRM affecting functions, employee procurement, job application, interview techniques, employee training, career |

management and career planning, performance appraisal and performance appraisal techniques, remuneration, employee motivation, employee loyalty and productivity. applications.

## Learning Outcomes

The students who have succeeded in this course;

- 1) To have theoretical knowledge about human resources
- 2) To gain the ability to look critically at practitioners in the light of this information.
- 3) To be able to see the human resources management as a whole
- 4) To comprehend the strategic importance of human resources management

## Course Flow Plan

| Week | Subject   | Related Preparation |
|------|---|---------------------|
| 1)   | Information About The Lecture Human Resources Management And Organization-1   | -                   |
| 2)   | Human Resources Management And Organization-2                                 | -                   |
| 3)   | Human Resources Management And Organization-3                                 | -                   |
| 4)   | Human Resources Planning And Job Analysis, Presentations-1                    | -                   |
| 5)   | Recruitment, Presentations-2  | -                   |
| 6)   | Recruitment And Human Resource Training, Presentations-3                      | -                   |
| 7)   | Midexam Performance Evaluation Presentations-4                                | -                   |
| 8)   | Career Management, Presentations-5  | -                   |
| 9)   | Job Valuation and Wage Management, Presentations-6                            | -                   |
| 10)  | Discipline, Presentations-7   | -                   |
| 11)  | Labor Relations-1   | -                   |
| 12)  | Labor Relations-2   | -                   |
| 13)  | International Human Resources Management Delivery Of Presentations In Writing | -                   |
| 14)  | Example Human Resources Practices And General Review                          | -                   |
| 15)  | Final Exam  | -                   |

|     |            |   |
|-----|------------|---|
| 16) | Final Exam | - |
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## Sources

|                           |   |
|---------------------------|---|
| Course Notes / Textbooks: | Cavide Uyargil ve diğerleri; İnsan Kaynakları Yönetimi, 5.baskı, Beta Yayınevi, İstanbul, 2010.<br>İnsan KaynaklarıYönetimi,Anadolu Üniversitesi Anadolu Üniversitesi Yayını No:2900,Açık öğretim Fakültesi Yayını No:1857,2  |
| References:               | İnsan Kaynakları Yönetiminin Temelleri Yazar: David A. Decenzo , Stephen P. Robbins Robbins , Susan L. Verhulst Yayınevi : Nobel Akademik Yayıncılık Çevirmen: Canan Çetin , Mehmet Lütfi Arslan<br>Ders notları ve slaytları |

## Course - Program Learning Outcome Relationship

| Course Learning Outcomes   | 1 | 2 | 3 | 4 |
|--|---|---|---|---|
| Program Outcomes   |   |   |   |   |
| 1) Has basic and up-to-date knowledge in the field of dentistry, follows scientific publications, and applies evidence-based data to his/her professional practice.  |   |   |   |   |
| 2) Knows well and effectively uses devices, tools, and materials specific to diagnosis and treatment in the field of dentistry.  |   |   |   |   |
| 3) Evaluates the knowledge in the field of dentistry critically, integrates it with the knowledge of disciplines in the field of health, uses it by analyzing and synthesizing it.   |   |   |   |   |
| 4) Produces projects related to the field of dentistry, can work with other health disciplines, takes part as a member of the research team and evaluates and reports the results obtained at a scientific level.  |   |   |   |   |
| 5) Uses information that will contribute to the dentistry profession during practice, takes responsibility, and produces solutions in unforeseen situations.   |   |   |   |   |
| 6) Shares, compares, and exchanges dental knowledge with professional colleagues in social and scientific environments in written, verbal, and visual forms.   |   |   |   |   |
| 7) Within the framework of social, scientific, and ethical values including patient privacy, communicates with patients and their relatives, knows all the characteristics of the patient, and recommends the most appropriate treatment with a patient-centered approach. |   |   |   |   |
| 8) Follows technological developments, participates in national and international studies, and shares and presents own observations, experiences, and research to further advance dental practices.  |   |   |   |   |

|  |   |   |   |   |
|--|---|---|---|---|
| 9) By adopting the principle of lifelong learning throughout the dentistry profession, follows current evidence-based dental knowledge and uses it during his professional practice.   | 1 | 2 | 3 | 4 |
| 10) During dental practice, in cases such as abuse and addiction, performs the treatment by exhibiting the behaviors required by social ethics and legal rules, and collects and records the relevant data.                              |   |   |   |   |
| 11) Uses basic and current knowledge in the field of dentistry during professional practice for the benefit of society within the framework of national values and country realities.  |   |   |   |   |
| 12) In natural disasters and emergency cases, takes the protective measures required by the dentistry profession; performs professional practices that benefit patients and society  |   |   |   |   |
| 13) Generates ideas regarding health policy in dentistry, prioritizes individual and public health, and carries out preventive and therapeutic medical practices within the framework of scientific, ethical, and quality processes.     |   |   |   |   |
| 14) Differentiates the signs and symptoms commonly encountered in the dentistry profession, makes a treatment plan and refers when necessary, and manages diseases and clinical situations regarding their urgency and patient priority. |   |   |   |   |
| 15) Can assume the leadership responsibility of the team he/she works for, manage it following scientific criteria, and support the professional development of the team.  |   |   |   |   |

### Course - Learning Outcome Relationship

| No Effect | 1 Lowest | 2 Average | 3 Highest |
|-----------|----------|-----------|-----------|
|           |          |           |           |

|    | Program Outcomes   | Level of Contribution |
|----|--|-----------------------|
| 1) | Has basic and up-to-date knowledge in the field of dentistry, follows scientific publications, and applies evidence-based data to his/her professional practice.   |                       |
| 2) | Knows well and effectively uses devices, tools, and materials specific to diagnosis and treatment in the field of dentistry.   |                       |
| 3) | Evaluates the knowledge in the field of dentistry critically, integrates it with the knowledge of disciplines in the field of health, uses it by analyzing and synthesizing it.                                |                       |
| 4) | Produces projects related to the field of dentistry, can work with other health disciplines, takes part as a member of the research team and evaluates and reports the results obtained at a scientific level. |                       |

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|-----|---|--|
| 5)  | Uses information that will contribute to the dentistry profession during practice, takes responsibility, and produces solutions in unforeseen situations.   |  |
| 6)  | Shares, compares, and exchanges dental knowledge with professional colleagues in social and scientific environments in written, verbal, and visual forms.   |  |
| 7)  | Within the framework of social, scientific, and ethical values including patient privacy, communicates with patients and their relatives, knows all the characteristics of the patient, and recommends the most appropriate treatment with a patient-centered approach. |  |
| 8)  | Follows technological developments, participates in national and international studies, and shares and presents own observations, experiences, and research to further advance dental practices.  |  |
| 9)  | By adopting the principle of lifelong learning throughout the dentistry profession, follows current evidence-based dental knowledge and uses it during his professional practice.   |  |
| 10) | During dental practice, in cases such as abuse and addiction, performs the treatment by exhibiting the behaviors required by social ethics and legal rules, and collects and records the relevant data.   |  |
| 11) | Uses basic and current knowledge in the field of dentistry during professional practice for the benefit of society within the framework of national values and country realities.   |  |
| 12) | In natural disasters and emergency cases, takes the protective measures required by the dentistry profession; performs professional practices that benefit patients and society   |  |
| 13) | Generates ideas regarding health policy in dentistry, prioritizes individual and public health, and carries out preventive and therapeutic medical practices within the framework of scientific, ethical, and quality processes.  |  |
| 14) | Differentiates the signs and symptoms commonly encountered in the dentistry profession, makes a treatment plan and refers when necessary, and manages diseases and clinical situations regarding their urgency and patient priority.                                    |  |
| 15) | Can assume the leadership responsibility of the team he/she works for, manage it following scientific criteria, and support the professional development of the team.   |  |

## Assessment & Grading

| Semester Requirements | Number of Activities | Level of Contribution |
|-----------------------|----------------------|-----------------------|
| Attendance            | 14                   | % 10                  |
| Quizzes               | 3                    | % 0                   |
| Homework Assignments  | 1                    | % 15                  |
|                       |                      |                       |

|                             |   |              |
|-----------------------------|---|--------------|
| Presentation                | 1 | % 0          |
| Midterms                    | 1 | % 20         |
| Final                       | 1 | % 55         |
| <b>total</b>                |   | <b>% 100</b> |
| PERCENTAGE OF SEMESTER WORK |   | % 45         |
| PERCENTAGE OF FINAL WORK    |   | % 55         |
| <b>total</b>                |   | <b>% 100</b> |

### Workload and ECTS Credit Calculation

| Activities               | Number of Activities | Workload   |
|--------------------------|----------------------|------------|
| Course Hours             | 14                   | 42         |
| Laboratory               | 1                    | 0          |
| Study Hours Out of Class | 14                   | 42         |
| Presentations / Seminar  | 4                    | 4          |
| Homework Assignments     | 6                    | 6          |
| Quizzes                  | 9                    | 12         |
| Midterms                 | 2                    | 4          |
| Final                    | 2                    | 6          |
| <b>Total Workload</b>    |                      | <b>116</b> |