



Kastamonu University

DADAY NAFİ AND ÜMİT ÇERİ VOCATIONAL SCHOOL
ACCOUNTING AND TAX APPLICATIONS

MUH12115		COMMUNICATION			
Semester	Course Code	Course Name	L+P	Credit	ECTS
1	MUH12115	COMMUNICATION	2	2	4

Language of Instruction:

Türkçe

Course Level:**Work Placement(s):**

No

Department / Program:

ACCOUNTING AND TAX APPLICATIONS

Course Type:

Seçmeli

Goals:

To Enable the students to learn the fundamental concepts and the terms of communication. To provide essential knowledge on the general frame of the communication.

Teaching Methods and Techniques:

This course cover the concepts and types of communication and different types of communication.

Prerequisites:**Course Coordinator:**

Instructor Güzin AYTEKİN

Instructors:**Assistants:****Recommended Sources**

Textbook	:	Students should come to course by review of the literature related to course subjects in accordance with the weekly course flows chart.
Resources	:	
Documents	:	
Assignments	:	
Exams	:	Erdoğan, İ., (2008), İletişimi Anlamak, Erk Yayıncılık, Ankara.,Becerikli, S. (2005), Uluslararası Halkla İlişkiler, Nobel Yayın Dağıtım, Ankara.,Kaya, B

Course Category

Mathematics and Basic Sciences	:		Education	:	
Engineering	:		Science	:	
Engineering Design	:		Health	:	
Social Sciences	:	100	Field	:	

Course Content

Week	Topics	Study Materials	Materials
1	The concept and definition of communication	Introduction to the course	Lecturer's presentation
2	The process and elements of communication	Lecturer's presentation	Oral presentation/Video presentation-Kn
3	Types of communication	Lecturer's presentation	Oral presentation
4	The concept and process of interpersonal communication	Lecturer's presentation	Oral presentation
5	The concept and process of group communication	Lecturer's presentation	Oral presentation/Video presentation-To
6	The concept and process of organizational communication	Lecturer's presentation	Oral presentation
7	Midterm exam		Classical exam
8	The concept and process of intercultural communication	Lecturer's presentation	Oral presentation
9	The concept and process of mass communication	Lecturer's presentation	Oral presentation
10	Communication and semiology	Lecturer's presentation	Oral presentation/Video presentation-Wr
11	The concept and process of political communication	Lecturer's presentation	Oral presentation/Video presentation-Tu
12	The concept and process of international communication	Lecturer's presentation	Oral presentation
13	Communication and ideology	Lecturer's presentation	Oral presentation/Observation
14	General evaluation and reports of the students	Lecturer's presentation	Oral presentation

Course Learning Outcomes**No Learning Outcomes**

C01	Enables the students to learn the fundamental concepts and the terms of communication
C02	Provides essential knowledge on the general frame of the communication industry
C03	Provides information on the historical development of communication
C04	Provides information on the communication activities in Turkey and the world
C06	Course teaches the process of developments of communication and provides information on the new trends
C07	The course provides information on the relationships of the communication with social and physical environment

Program Learning Outcomes**No Learning Outcome**

P12	Using packaged software
P13	Making company transactions
P11	Identifying cost elements, making cost calculations and recordings
P09	Getting information about commercial law
P10	Making business mathematical operations and calculations
P14	Taking legal transactions, making tax dept and penalty transactions
P18	Making transactions of bank accounting and recordings
P19	Analysing and commenting financial statements
P17	Making transactions of company constitution
P15	Making financial analysis and planning
P16	Distinguishing public economic activities and preparing budget
P08	Analysing macroeconomic transactions and balance evolution
P01	Making accounting transactions and recordings
P02	Making business transactions
P23	Following labour and social security operations
P21	Making stocks and shares transactions and evaluating financial devices
P22	Making accounting audit transactions
P03	Distinguishing principles of economy and making microeconomic analysis
P06	Making vocational mathematical operations
P07	Collecting statistical data, converting them into serials and evaluating their results
P05	Identifying basic law concepts, law systems and types, carrying out law operations
P04	Using Office programs
P20	Distinguishing income types in Turkish Tax System, accounting taxes and arranging proclamation

Assessment		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%100
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%70
Total		%170

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	2	28
Hours for off-the-c.r.stud	14	4	56
Assignments	2	5	10
Presentation	2	3	6
Mid-terms	1	6	6
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	14	14
Total Work Load			120
ECTS Credit of the Course			4

Course Contribution To Program
Contribution: 1: Very Slight 2:Slight 3:Moderate 4:Significant 5:Very Significant
