

FACULTY OF ECONOMICS, ADMINISTRATION AND SOCIAL SCIENCES			
DEPARTMENT OF BUSINESS			
2019-2020 SPRING SEMESTER (4. CLASS, 8. TERM)			
COURSE CODE AND NAME	MAN 462 CONTEMPORARY APPROACHES IN MANAGEMENT		
INSTRUCTOR	Asst. Prof. Dr. Metin OCAK		
EXPLANATIONS	The theoretical time of this course will be given as a video uploaded to the distance education system for 1 hour per week. Students will be able to watch the course on lms.toros.edu.tr. In addition, they can study each chapter by downloading the presentations given below from the system to their computers.		
METHOD OF THE COURSE	Asynchronous distance course dokuman.toros.edu.tr - lms.toros.edu.tr		
COURSE SUBJECTS AND WEEKLY PROGRAM		Date	Time
SUBJECTS	Time Management		
	Creativity and Creativity Management		
	Management of Differences		
	Organization Development and Change Management		
	Social Responsibility and Ethics		
	Management of Organizational Culture		
REFERENCES	Yönetimde Güncel Konular Beta Basım (2016).		
		Date	Time
ADVISOR HOURS	Since the lessons will be taken online, no consultancy will be given. The students can ask their questions to the instructor via e-mail and will be answered by the instructor likewise.		
OTHER EXPLANATIONS	—		
EXAMS	The midterm exam date of the course will be announced later. As final exam, a literature review study on the subjects previously given to each student must be prepared in accordance with the Toros University Thesis Writing Guide standards and send to the instructor of the course by e-mail until 25.05.2020 .		

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DEPARTMENT OF BUSINESS				
2019-2020 SPRING SEMESTER (4. CLASS, 8. TERM)				
COURSE CODE AND NAME	MAN452 Occupational Health and Safety			
INSTRUCTOR	Prof. Dr. Yusuf ZEREN			
EXPLANATIONS	The theoretical time of this course will be taken 3 hours weekly as distance education. Students will follow the courses from the slides.			
METHOD OF THE COURSE	Toros University Distance Education Unit, dokuman.toros.edu.tr			
COURSE SUBJECTS AND WEEKLY PROGRAM		Date	Time	Slide No
SUBJECTS	DRUGS/ALCOHOLE, DEPRESSION, MANAGEMENT FAILURE, OBESITY AND ACCIDENT CAUSATION, PROBLEMS SAFETY AND HEALTH MANAGERS FACE, OCCUPATIONAL PHYSICIAN-HEALTH NURSE, WORKERS' COMPENSATION, ACCIDENT INVESTIGATION AND REPORTING			51-80
	COMMON CAUSES OF ACCIDENTS, CONDUCTING THE INVESTIGATION, PRODUCT SAFETY AND LIABILITY, ERGONOMIC HAZARDS: MUSCULOSKELETAL DISORDERS (MSDs) AND CUMULATIVE TRAUMA DISORDERS (CTDs), FACTORS ASSOCIATED WITH PHYSICAL STRESS, STRESS AND SAFETY, VIOLENCE IN THE WORKPLACE, MECHANICAL HAZARDS AND MACHINE SAFEGUARDING			81-110
	MECHANICAL HAZARDS AND MACHINE SAFEGUARDING, FALLING IMPACT, ACCELERATION, LIFTING, AND VISION HAZARDS WITH APPROPRIATE PPE, HAZARDS OF TEMPERATURES EXTREMES			111-140
	HAZARDS OF TEMPERATURES EXTREMES, BURNS AND THEIR EFFECTS, PRESSURE HAZARDS, ELECTRICAL HAZARDS			141-170
	ELECTRICAL HAZARDS, FIRE HAZARDS AND LIFE SAFETY / FIRE HAZARDS AND LIFE SAFETY, RADIATION HAZARDS			171-200 201-230
REFERENCES	Related PDF files, Occupational Safety and Health David L. Goetsch			
		Date	Time	
ADVISOR HOURS	Since the lessons will be taken online, no consultancy will be given. The students can ask their questions to the instructor via e-mail and will be answered by the instructor likewise.			
OTHER EXPLANATIONS	For consultancy, you may send an e-mail to yusuf.zeren@toros.edu.tr			
EXAMS	Course's midterm and final exams will be announced.			

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2019-2020 SPRING SEMESTER (4. CLASS, 8. TERM)			
COURSE CODE AND NAME	MAN 458 Case Studies in Business Administration		
INSTRUCTOR	Assoc. Prof. Dr. Mert AKTAŞ		
EXPLANATIONS			
METHOD OF THE COURSE	Asynchronous distance course dokuman.toros.edu.tr - lms.toros.edu.tr		
COURSE SUBJECTS AND WEEKLY PROGRAM		DATE	TIME
SUBJECTS	9- General Management in Organizations		
	10- Environment in Organizations		
	11-Organizational Structure		
	12- Leadership in Organizations		
	13- Communication in Organizations - Motivation		
REFERENCES	Drucker, P. F. (2009). Management cases. Harper Collins.		
		DATE	TIME
ADVISOR HOURS	Since the lessons will be taken online, no consultancy will be given. The students can ask their questions to the instructor via e-mail and will be answered by the instructor likewise.		
OTHER EXPLANATIONS	Students will analyze 2 case studies as a mid-term assignment and 2 case studies as a final assignment.		
EXAMS	Mid-term and Final exams will be evaluated as homework and homework will be collected by e-mail. Students at the mid-term exam will examine the structure of an organization. In the final assignment, they will make an environmental analysis for an organization of their choice and evaluate environmental factors.		

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2019-2020 SPRING SEMESTER (4. CLASS, 8. TERM)			
COURSE CODE AND NAME	MAN456 Ethical and Social Responsibility in Business		
LECTURER	Assoc.Prof.Dr. Mustafa BEKMEZCİ, mustafa.bekmezci@toros.edu.tr		
EXPLANATION	Courses will be held through the distance education system. Students will participate the system and watch the lecture notes and materials related to each week's topic. Course polls will be taken when the videos are watched by the students. In addition, students will prepare their assigned tasks every week and send them to the teacher by e-mail.		
COURSE APPLICATION	Asynchronous distance course dokuman.toros.edu.tr - lms.toros.edu.tr		
COURSE SUBJECTS AND WEEKLY PROGRAMS		DATE	TIME
SUBJECTS	1. Ethical issues in the functional area-I		
	2. Ethical issues in the functional area-II		
	3. Current trends in business		
	4. Corporate social responsibility		
	5. Social initiative		
REFERENCES	Course notes and course slides		
		DATE	TIME
ADVISOR HOURS	Since the lessons will be taken online, no consultancy will be given. The students can ask their questions to the instructor via e-mail and will be answered by the instructor likewise.		
OTHER EXPLANATIONS			
EXAMS	Exam date will be announced later.		

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2019-2020 SPRING SEMESTER (4. CLASS, 8. TERM)			
COURSE CODE AND NAME	FLE 404 Advanced English II		
INSRUCTOR	Kerem BEREKETOĞLU kerem.bereketoglu@toros.edu.tr		
EXPLANATION	This is a theoretical course with 3 hours per week. It will be taken as distance education. The students can study and work on the below given topics through the videos and related materials uploaded in the distance education system.		
METHOD OF THE COURSE	Toros University Distance Education Unit, dokuman.toros.edu.tr		
COURSE SUBJECTS AND WEEKLY SCHEDULE		Date	Time
SUBJECTS	1. Reading - Chapter 9, Page 152		
	2. Listening - Chapter 4, Page 239		
	3. Speaking - Chapter 2, Page 333		
	4. Writing - Chapter 8, Page 558		
	5. Reading - Chapter 10, Page 170 + Oral Exam*		
REFERENCES	Building Skills for the TOEFL İBT, Compass Publishing		
		Date	Time
ADVISOR HOURS	The students can contact the instructor of the course during their regular weekly class hours via Google Hangouts, and they can ask her questions about the course and get answers. **The weekly assignments/homeworks will be sent to the instructor via email. *** The presentation video and powerpoint file will be sent to the instructor via " WeTransfer". For further questions you can always contact your instructor via email.		
OTHER EXPLANATIONS	* Oral exam recordings must be sent to the instructor via WeTransfer or e-mail in the 6th week. Necessary explanations are given in the 6th week video. ** The weekly assignments will be assessed and graded by the instructor. ***You can find information about WeTransfer on Google or you can click https://wetransfer.com/		
EXAMS	The midterm and final exam dates will be announced later.		

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2019-2020 SPRING SEMESTER (4. CLASS, 8. TERM)			
COURSE CODE AND NAME	ECO 406 Turkish Economy		
INSTRUCTOR	Dr. İbrahim Boz, Assistant Professor		
EXPLANATIONS	The course of the Turkish Economy (ECO406) will be performed through distance learning tools and will take place every friday at 12.00-15.00am. Students are advised to participate to the class online. The students would be able to use the chapters of the text book that they have already got it.		
METHOD OF THE COURSE	Asynchronous distance course dokuman.toros.edu.tr - lms.toros.edu.tr		
COURSE SUBJECTS AND WEEKLY PROGRAM		DATE	TIME
SUBJECTS	a)Developments and milestones in the Turkish Economy until the WWII. b)Developments and milestones in the Turkish Economy between 1945-1980. c)Students' article presentations.		
	a)Developments and milestones in the Turkish Economy between 1945-1980. b)Developments and milestones in the Turkish Economy between 1980-2020.		
	a)Developments and milestones in the Turkish Economy between 1980 and 2020. b)OECD Economic Surveys: Turkey 2018 (p.25-35).		
	a)OECD Economic Surveys: Turkey 2018 (p.36-45).		
	a)OECD Economic Surveys: Turkey 2018 (p.46-60), b)Preparatation for the final exam questions.		
REFERENCES	1)Textbook: OECD Economic Surveys: Turkey, July 2018 Overview.		
		DATE	TIME
ADVISOR HOURS	Since the lessons will be taken online, no consultancy will be given. The students can ask their questions to the instructor via e-mail and will be answered by the instructor likewise.		
OTHER EXPLANATIONS	The sysllabus that you were distributed at the begining of the semester is still valid. The original syllabus is again enclosed for your information in order to show the responsibilities and gradings. Students are expected to do their presentations on unemployment paper soon. All next announcements will be done through Mr. Arda Anil Durmaz.		
EXAMS	1)Students can send their assignments to the following adress: ibrhim.boz@toros.edu.tr 2)Midterm exam date and other details will be announced in the near future. 3)All infromation related with the final exam will be announced as we progress.		