

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY



**KTO KARATAY**  
**ÜNİVERSİTESİ**

**KTO KARATAY UNIVERSITY FACULTY OF ECONOMIC AND ADMINISTRATIVE SCIENCES**

**ERASMUS+ Course Catalogue**

**for the academic year 2019/2020 Fall Semester**

KONYA, 2019-2020

**(ALPHABETICAL) LIST OF COURSES WITH CODES**

**Department of Insurance and Social Security**

- Accounting I – SSG131
- Agriculture Insurance - SG 451
- Actuarial Practices - SSG 401
- Atatürk Principles and Revolution I – ATA101
- Business English I – ING211
- Business English III – ING311
- Business Mathematics I – G101
- Civilization Envision and Madrasah of Karatay – MED101
- Claim Handling and Claim Handling Processes - SG 471
- Economics I – IS101
- English I – ING111
- Financial Statement Analysis - SG 301
- Health Insurance - SG 491
- Human Resource Management – SSG231
- Islamic Insurance and Takaful - SSG 411
- Insurance Accounting - SG 221
- Insurance Branches I – SSG251
- Insurance in EU - SG 411

**FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY**

Insurance Software Programs - SG 441

Insurance Law – SSG221

Introduction to Insurance – SSG101

Introduction to Law – H101

Introduction to Social Security – SSG121

Law of Obligations - SG 481

Labor Law - SG 311

Macro Economics - SG 321

Management of Insurance Business – SSG341

Marketing Principles - SG 211

Public Finance - SG 421

Reinsurance – SSG331

Social Security and Social Policy - SG 431

Statistics I – G201

Theory of Social Security – SSG211

Turkish Language I – TUR101

Accounting II – SSG132

Actuarial Mathematics – SSG332

Atatürk Principles and Revolution II – ATA102

Business English II – ING212

Business English IV – ING312

**FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY**

Business Mathematics II – G102  
Computer Networks – CSC302  
Customer Relationship Management – SG322  
Current Issues of Social Security – SG412  
Economics II – IS102  
Economic Policy and Social Security – SG462  
English II – ING112  
Financial Management - SSG 202  
Financial Market and Institutions – SG302  
Financial Mathematics – SSG242  
Insurance Branches II – SSG252  
Insurance in EU - SG 411  
Insurance Marketing and Sales Techniques – SSG352  
Introduction to Business Administration – SSG102  
Liability Insurance - SG 222  
Life Insurance – SG442  
Logistic Insurance – SG402  
Management of Social Responsibility Projects - SG 232  
Negotiable Instruments Law – SG452  
Occupational Health and Safety– SSG432  
Pension and Future Planning – SG422

**FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY**

Practices of Insurance – SG472

Portfolio Management in Insurance – SG492

Risk Management - SSG 422

Social Security in EU – SG432

Social Security Law – SSG212

Social Security Practices – SSG302

Social Security of Disadvantaged Groups – SSG402

Social Security Systems - SSG 122

Statistics II – G202

Theory of Social Security – SSG211

Turkish Language II – TUR102

Work Ethics and Ahi – AHI102

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

Course Name: Accounting I - Course Code: SSG 131

<b>FACULTY:</b> Faculty Of Economic And Administrative Sciences	<b>CLASS TYPE:</b> Bachelor/Mandatory
<b>NUMBER OF HOURS:</b> 3	<b>ECTS TYPE:</b> ECTS (2)
<b>SEMESTER:</b> Fall	<b>CLASS LEVEL:</b> 1st Year
<b>LANGUAGE OF INSTRUCTION:</b> English	
<b>PRELIMINARY REQUIREMENTS:</b> None	
<b>CONTENTS:</b> The topics covered in this lesson: cost concepts, cost elements, General information about cost accounting, cost accounting in accounting organization, the functioning of a uniform cost accounting system in the functioning of Turkey, cost calculations, direct the formation of the first item and material expenses, inventory costs, inventory valuation methods, direct labor costs, other expenses, accounting, General workmanship production expenses general manufacturing expenses, classification, the nature of the expense of distributing, General production expenses, indirect expense in general production expenses, the overall production costs of the measures, the overall production costs of distribution used in the mills, the common products distribution, cost the side products, systems, order cost method, stage cost method, standard cost method, the identification and analysis of the differences of the standards, standard and reporting differences, direct costing, activity-based cost method, target costs, quality costs, the budget preparation and control	
<b>EFFECTS OF EDUCATION PROCESS:</b> The aim of the course is to learn how to evaluate the production of financial situations and periodic activities, to analyze the factor that affects production costs, to calculate the cost per unit of product control, develop activities for business planning, control, and decision making	
<b>LITERATURE (OPTIONAL):</b>	
<b>TEACHING METHODS:</b> Verbal and applied course	
<b>ASSESSMENT METHODS:</b> Midterm Exam and Final Exam	
<b>LECTURER (NAME, EMAIL CONTACT):</b>	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Agriculture Insurance - **Course Code:** SG 451

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Risk and risk management tools and agricultural insurance practices in agriculture, agricultural insurance applications in developed and developing countries, insurance calculations, damage assessment techniques and organization, reinsurance and government support systems.	
EFFECTS OF EDUCATION PROCESS: To provide students with theoretical and practical knowledge on issues related to agricultural insurance.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

**Course Name: Actuarial Applications - Course Code: SSG 401**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Fall	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: An actuarial technique used in applications based on probability and statistics.	
EFFECTS OF EDUCATION PROCESS: To provide a wide range of applications in insurance management and actuarial side of non-life insurance	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Atatürk Principles and Revolution I - **Course Code:** ATA 101

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 2	ECTS TYPE: ECTS (2)
SEMESTER: Fall	CLASS LEVEL: 2sd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The main features of the science of history, Introduction to the history of humanity, The history of Turks periods, The development of Western civilization, The Ottoman Empire and modernization, The establishment of the modern Republic of Turkey, Atatürk's principles and revolutions.	
EFFECTS OF EDUCATION PROCESS: Establish a connection between the past and today. With this course, students can gain the ability to understand and interpret the day in accordance with the historical heritage, to recognize the relationship between time, place, and themselves	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Business English I - Course Code: ING 211**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: This lesson provides students to learn the basic concepts and terminologies about Business English via academic writing, listening, and reading skills.	
EFFECTS OF EDUCATION PROCESS: To encourage students to use their own experience and opinions in order to maximize involvement and learning both in class and their daily lives after graduation.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Business English III - **Course Code:** ING 311

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 3rd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: To help students acquire and improve required communicative and vocational skills in the field of Insurance and Social Security ; therefore to provide them with an advanced level of vocational English	
EFFECTS OF EDUCATION PROCESS: To help students acquire and improve required communicative and vocational skills in the field of International Trade and Business Administration	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Business Mathematics I - **Course Code:** G 101

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Exponents and Radicals, Equations and Graphs, Functions, System of Equations, Linear Algebra, Matrix Algebra and Solution of Linear Equations, Linear Programming Using Graphics	
EFFECTS OF EDUCATION PROCESS: The aim of the course is teaching mathematics and its applications which is useful for business and insurance areas.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Civilization Envision and Madrasah of Karatay - **Course Code:** MED 101

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
<b>CONTENTS:</b> This course will focus on the origins of the understanding of co-existence in Turkish-Islamic culture. In the harmonious and sustainable way of living together, the function of knowledge carried out by society will be examined. Karatay Madrasa, which is the inspiration source of our university by analyzing the concept of "madrasah" which is the place where the lesson is made, is analyzed with socio-cultural dimensions	
<b>EFFECTS OF EDUCATION PROCESS</b> At the end of the semester the student will be able to understand what the Turkish-Islamic civilization has gained, how the Turkish-Islamic culture can provide the optimal benefit to the human being in terms of being a social entity, the culture of living together is not only day-to-day but also past and future	
<b>LITERATURE (OPTIONAL):</b> Türk Yenileşme Tarihi, Ömer Akdağ, Palet Yayınevi, Konya, 2011. Bir Medeniyet Teorisi, Yılmaz Özakpınar. Kubbealtı Yayınları, 1990.	
<b>TEACHING METHODS:</b> Verbal and applied course	
<b>ASSESSMENT METHODS:</b> Midterm Exam and Final Exam	
<b>LECTURER (NAME, EMAIL CONTACT):</b>	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Damage Practices In Insurance - **Course Code:** SG 471

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Elective
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 4 <sup>th</sup> year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Damage notification, Damage portfolios, and related documents, Damage calculation, the recourse process.	
EFFECTS OF EDUCATION PROCESS: In this course, students will learn how to work with claim portfolios and Damage -related reports	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

**FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY**

**Course Name: Economics I - Course Code: IS 101**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Fall	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Basic economic concepts, consumer, producer and cost theories, market types and structures, market failures	
EFFECTS OF EDUCATION PROCESS: Teaching basic economic concepts and theories in an analytic and algebraic way	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: English I - Course Code: ING111**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Fall	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Elementary level of English including the understanding of some business administration terms.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to teach the students the basics of the language to make them ready to express themselves orally and in writing.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Financial Statement Analysis - **Course Code:** SG 301

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Elective
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 3 th year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: To analyze financial data such as annual reports.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to establish the causal relationship between the financial statements, to gain analytical thinking skills, to apply basic analysis techniques.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Health Insurance - **Course Code:** SG 491

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Elective
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 4 th year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Private and public health insurance, legislation and practices in Turkey	
EFFECTS OF EDUCATION PROCESS: To provide a basic perspective on public and private health insurance.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Human Resource Management - **Course Code:** SSG 231

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Elective
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Fall	CLASS LEVEL: 2 <sup>nd</sup> year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
EFFECTS OF EDUCATION PROCESS: To explain the importance of the most important asset that companies have, namely Human. Also to explain how this asset can be used as a competitive advantage.	
CONTENTS: Covers mainly theoretical framework; labor markets in the world and Turkey, human resource planning, job analysis, personnel selection and placement, training management, career management, motivation, job design, job evaluation, compensation management.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Islamic Insurance and Takaful - **Course Code:** SSG 411

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Fall	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Insurance, Insurance Types, Islam's Perspective to insurance, takaful Development in the World and Turkey, to compare the insurance system, Evaluation of takaful direction of Fiqh	
EFFECTS OF EDUCATION PROCESS: The aim of this course is to comprehend the place of the concept of insurance in Islam and the operation of insurance applications according to Islam.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Insurance Accounting - **Course Code:** SG 221

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Insurance industry uniform account plan, accounting types, production accounting, provisions accounting, damage accounting, salvage accounting.	
EFFECTS OF EDUCATION PROCESS: The aim of the insurance accounting course is to provide the students with the applications of insurance accounting and accounting records in accordance with the legal regulations.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Insurance Branches I - **Course Code:** SSG251

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: This course covers all insurance applications in Elementary branches by distinguishing insurance branches. It covers general information about life insurance and non-life insurance and examining all these insurance branches such as Engineering Branch, Fire Natural Disaster Accident and Theft Branch, Land Vehicles Branch, Air-Sea Railway Branch, Commodity and Asset Transportation Branch with case studies.	
EFFECTS OF EDUCATION PROCESS: Comprehending the development and current applications for insurance branches	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Insurance in the EU - **Course Code:** SG 411

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 4nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Importance of the national insurance sector being compatible with the EU and international financial markets. Changes in technology, globalization, and variety in financial markets are forcing the insurance sector to create different products. This class mainly concern about these recent changes and needs.	
EFFECTS OF EDUCATION PROCESS: Observed changes, similarities, applications, problems, innovations in the insurance sector in the EU will be taught.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Insurance Software Programs - **Course Code:** SG 441

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: In this course package programs of insurance companies are learned. Common distribution programs between agencies are learned. The ability of agencies to develop SRMs, damage tracking programs such as code tracking capabilities are developed. Introduction to programming, excel functions in insurance, graphical interpretation of excel tables. Introduction to statistical advanced programs. (SAS, SPSS etc.)	
EFFECTS OF EDUCATION PROCESS: As of all branches of the insurance sector, it is implemented on computer through online operating systems. Therefore, the aim of this course is to provide full proficiency in both elementary and life and individual pension internet usage. In addition, agencies need to be able to follow up regular customer and damage tracking in order to be more efficient and sufficient. The aim of this course is to increase competencies in these subjects.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Insurance Law - **Course Code:** SSG221

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Fall	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Auditing of insurance companies, rights, and obligations of the insurer and insured under the risk, payment of compensation in the case of exposure to the risk.	
EFFECTS OF EDUCATION PROCESS: The main aim of the course is to teach students the general principles of insurance law, insurance system and characteristics of the insurance contracts.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Introduction to Insurance - **Course Code:** SSG101

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Fall	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The basic concept of insurance, historical development and the importance, risk, effect on insurance, calculation of risks and more	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to make sure students reach a basic understanding of risk and insurance practices through the theoretical way.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Introduction to Law - **Course Code:** H101

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Rules Of Law, Legal Systems; Turkish Law System; The branches of the rule of law, and resources; Turkish Judicial System; Judicial system and Case types; Legal Events, relationships, and processes; The Concept Of Personality; The classification of people: natural and legal persons; The actual driver's license, driver's license, driver's licenses of people: rights; Kinship, Residence; The concept of inheritance and Legal Heirs; Rights, and study of private Rights; Acquisition of rights and loss of Rights, the protection of the rights of the rules of good faith: and the burden of proof; The right of ownership, the scope and types; The concept of debt and contract types; Free Accounting and financial consultancy Legislation	
EFFECTS OF EDUCATION PROCESS: The aim of this course is to learn about the basic concepts and issues of law	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Introduction to Social Security - **Course Code:** SSG121

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Fall	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Social security basic concepts, SSI corporate structure, the Social Security Administration and insurance arms, social security reform in Turkey before the social security institutions, social security reform in Turkey in social security institutions, 4/a,4/b, 4/c categories, Social Security law resources	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to explain the history of social security, importance, source, and finally, the relationship with the other sciences.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Law of Obligations - **Course Code:** SG 481

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The formation of debts, debt and legal responsibility, legal relationship and responsibility, the concept of operations and the establishment of contractual responsibility, obligations, contracts, disorders and the strict liability provisions of the debts, private debt relations	
EFFECTS OF EDUCATION PROCESS: The aim of this course is to teach the basic concepts of Law of Obligations	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Labor Law - **Course Code:** SG 311

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Common law contracts and commercial sales contracts including bailment and carrier liabilities; legal aspects of basic business associations including agency law, employer-employee relationships, and tort liability; commercial paper, negotiable instruments, and secured business transactions; debtor-creditor rights; and bankruptcy.	
EFFECTS OF EDUCATION PROCESS: General principles of law including concepts of law; origin and functions of the legal process and the court systems, including civil and criminal aspects within a constitutional framework.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Macro Economics - Course Code: SG 321**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
<b>CONTENTS:</b> In this course, macroeconomic issues and applications are examined at national and international level and analyzed together with numerical variables. In addition, current economic events related to the subjects examined are evaluated in the course and ways to improve macroeconomic performance are put forward together with the solution proposals.	
<b>EFFECTS OF EDUCATION PROCESS:</b> The main objective of this course is to analyze the theories and policies of macroeconomics, to discuss its validity at the national level and to analyze macroeconomic events and phenomena by supporting them with current issues.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Management of Insurance Business - **Course Code:** SSG341

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Fall	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Includes subjects like Insurance Agents, Planning, basic concepts in insurance management, Organizational Structure, Analysis, and Reports	
EFFECTS OF EDUCATION PROCESS: The current state of businesses operating in the insurance field, field of activities, market position and transfer the last 10 years of development.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Principles of Marketing - Course Code: SG 211**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Marketing concepts and scope of marketing, consumer behavior, marketing plan, target audience, marketing mix (product, price, distribution, promotion)	
EFFECTS OF EDUCATION PROCESS: Establish a background on basic principles of marketing with an introduction to subjects like marketing concepts and scope of marketing, consumer behavior, marketing plan, target audience, marketing mix (product, price, distribution, communication)	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name** Public Finance - **Course Code:** SG 421

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Covers public budget, taxes, pricing policy, fiscal policy, a difference of public services and public goods with the private sector.	
EFFECTS OF EDUCATION PROCESS: Establish a basic knowledge of public finance, public institutions and organizations revenues, expenditures, budget, debt, and related policies	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name** Reinsurance - **Course Code:** SSG331

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Fall	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: This course will focus on the definition of typography, historical development and font families. The effect of letter anatomy as a visual element in design will be emphasized and projects will be created in this context.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to enable students to design typography as a design element when designing.	
LITERATURE (OPTIONAL): Tevfik Fikret Uçar (2014). Görsel İletişim ve Grafik Tasarım Tasarım: İnkılap Yayınları Yakup Öztuna (2007). Görsel İletişimde Temel Tasarım ve: Yorum Sanat Yayınları	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Social Security and Social Politics - **Course Code:** SG431

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The foundations of modern and classical social policy, the welfare state and social policies towards various social groups	
EFFECTS OF EDUCATION PROCESS: The goal of the course is to explain social policy, its application, and talk about the positive effects of social policy	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Statistics I - Course Code: G201**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Fall	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Basic statistical concepts, variables, measures of central tendency, measures of dispersion, Frequency distribution	
EFFECTS OF EDUCATION PROCESS: The use of statistics with basic methods in research and evaluation of analyses	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Theory of Social Security - **Course Code:** SSG211

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Fall	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The historical development of the social security system, financing methods, institutional infrastructure, the scope in terms of people, social security benefits	
EFFECTS OF EDUCATION PROCESS: Describe the infrastructure based on the theory of social security systems and the evaluation of existing systems.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Turkish Language I - **Course Code:** TUR101

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 2	ECTS TYPE: ECTS (2)
SEMESTER: Fall	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Common communication, writing and oral expression mistakes.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to teach correct use our mother tongue as well as the rules of written expression.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

Course Name: Accounting II - Course Code: SSG 132

<b>FACULTY:</b> Faculty Of Economic And Administrative Sciences	<b>CLASS TYPE:</b> Bachelor/Mandatory
<b>NUMBER OF HOURS:</b> 3	<b>ECTS TYPE:</b> ECTS (3)
<b>SEMESTER:</b> Spring	<b>CLASS LEVEL:</b> 1st Year
<b>LANGUAGE OF INSTRUCTION:</b> English	
<b>PRELIMINARY REQUIREMENTS:</b> None	
<b>CONTENTS:</b> The topics covered in this lesson: cost concepts, cost elements, General information about cost accounting, cost accounting in accounting organization, the functioning of a uniform cost accounting system in the functioning of Turkey, cost calculations, direct the formation of the first item and material expenses, inventory costs, inventory valuation methods, principles of accounting, direct labor costs, other expenses, accounting, General workmanship production expenses general manufacturing expenses, classification, the nature of the expense of distributing, General production expenses, indirect expense in general production expenses, the overall production costs of the measures, the overall production costs of distribution used in the mills, the common products distribution, cost the side products, systems, order cost method, stage cost method, standard cost method, the identification and analysis of the differences of the standards, standard and reporting differences, direct costing, activity-based cost method, target costs, quality costs, the budget preparation and control.	
<b>EFFECTS OF EDUCATION PROCESS:</b> The aim of the course is to learn how to evaluate the production of financial situations and periodic activities, to analyze the factor that affects production costs, to calculate the cost per unit of product control, develop activities for business planning, control, and decision making	
<b>LITERATURE (OPTIONAL):</b>	
<b>TEACHING METHODS:</b> Verbal and applied course	
<b>ASSESSMENT METHODS:</b> Midterm Exam and Final Exam	
<b>LECTURER (NAME, EMAIL CONTACT):</b>	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Actuarial Mathematics - **Course Code:** SSG332

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Spring	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The concepts of Basic Actuarial mathematics, annuity types, risk functions, risk analysis, input-output analysis, Fundamental Insurance Equation, premiums, and reserves calculation.	
EFFECTS OF EDUCATION PROCESS: Introduction to basic concepts of Actuarial Mathematics, in particular, Life Insurance Mathematics, actuarial interpretation of the mortality tables, reserves and premiums calculation.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

**FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY**

**Course Name: Atatürk Principles and Revolution II - Course Code: ATA102**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 2	ECTS TYPE: ECTS (2)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The main features of historical science, introduction to the history of humanity, the Turks historical periods, the development of Western civilization, the Ottoman Empire and modernization, establishment of the modern Republic of Turkey, Ataturk's principles and revolutions.	
EFFECTS OF EDUCATION PROCESS: To provide the students with the ability to understand and interpret the historical heritage in accordance with the day so that they can make connections between yesterday and today, and be able to realize the relationship between time, space and me.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Business English II - **Course Code:** ING 212

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: This course is based on the development of students' commercial information and communication skills.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to help the students to develop and increase the business and communication skills required in the fields of Insurance and Social Security when they enter the business world.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Business English IV - Course Code: ING 312**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 3rd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: This course aims to improve the knowledge and skills of business English gained in ING311 and to develop skills in brands, companies, investment, crisis, competition, business meeting, bargaining, advertising and so on. language skills required in business matters.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to help the students to develop and increase the business and communication skills required in the fields of International Trade and Business.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Business Mathematics II - **Course Code:** G 102

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Exponents and Radicals, Equations and Graphs, Functions, System of Equations, Linear Algebra, Matrix Algebra and Solution of Linear Equations, Linear Programming Using Graphics and more.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is teaching mathematics and its applications which is useful for business and insurance areas.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Computer Networks - **Course Code:** CSC302

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Elective
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 3 <sup>th</sup> year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The aim of this course is to give basic information about Computer Networks. For this purpose, in this course, the Working Principles of Computer Networks, Layered Structure, TCP / IP Protocol Suite and these protocols are planned to be addressed from the individual application layer to the network layer	
LITERATURE (OPTIONAL): The main objective of this course is to provide students with detailed information about computer network systems and how they work and what they do.	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Customer Relationship Management - **Course Code:** SG322

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 3st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Strategies supported by current technological applications, customer relationship management strategies for determining process-people-technology mix will be examined	
EFFECTS OF EDUCATION PROCESS: The main objective of this course is to explain to students what is CRM, how it can be run and how continuity can be achieved via given examples.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Current Issues of Social Security - **Course Code:** SG412

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 4st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Social security systems based on social risks and the problems encountered in these systems and their current applications will be examined.	
EFFECTS OF EDUCATION PROCESS: To teach theoretical knowledge about social security and to gain the ability to evaluate current problems in the field of social security	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Economics II - Course Code: IS102**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Elective
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Spring	CLASS LEVEL: 1 st year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The field of Macroeconomics science, unemployment and inflation, a demand-side Changes, supply-Demand Balance, biased balance, Total demand management, the money, and the banking system, monetary policy and the National Economy, Budget deficits, international trade, and Comparative Advantage, Global Macroeconomics.	
EFFECTS OF EDUCATION PROCESS: Teaching basic macroeconomic concepts, theories, and policies in a theoretical, analytic and algebraic way.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Economic Policy and Social Security - **Course Code:** SG462

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Elective
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 4 th year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Includes the aim of economic politics and discuss the role of social security politics in economic politics.	
EFFECTS OF EDUCATION PROCESS: To focus on the effect of structural politics which increases capacity utilization and productivity, based on the economic-political tools in social security.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: English II - Course Code: ING112**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Elective
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Spring	CLASS LEVEL: 2 <sup>nd</sup> year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to teach the students the basics of the language to make them ready to express themselves orally and in writing.	
CONTENTS: Elementary level of English including the understanding of some business administration terms.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Financial Management - **Course Code:** SSG 202

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Basic finance concepts and principles, financial statements and analysis, financial performance appraisal, project valuation methods, capital budgeting techniques, capital cost, capital structure, short and long term financing decisions are explained.	
EFFECTS OF EDUCATION PROCESS: To explain financial decision-making process and its role in maximizing the value of the firm	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Financial Mathematics - **Course Code:** SSG242

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The mathematical background of finance that results in proper financial decisions about effective fiscal policy and optimal investment.	
EFFECTS OF EDUCATION PROCESS: The main aim of the course is to teach mathematical aspects in finance which can help in taking financial, investment decisions as well as enrich students' analytical thinking skills.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Financial Market and Institutions - **Course Code:** SG302

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The structure of financial system and financial institutions, Financial Instruments, Money concept, functions, money systems, Money market, money supply and demand for money, interest concept, non-bank financial institutions accepting deposits, financial institutions that do not accept deposits, Insurance concept, functions and The concept, functions and operation of Investment Companies are Mortgage Based Real Estate Finance.	
EFFECTS OF EDUCATION PROCESS Establish a theoretical background on the international currency, bond and stock markets, foreign exchange markets, international portfolio investments, foreign exchange rates risks, and sovereign risks and apply the gained knowledge in the case study.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Insurance Branches II - **Course Code:** SSG252

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: This course covers all insurance applications in Elementary branches by distinguishing insurance branches. Giving general information about life insurance and non-life insurance and engineering branch, fire natural disaster accident and theft branch, land vehicles branch, air and sea railway branch, commodity and asset	
EFFECTS OF EDUCATION PROCESS: Comprehending the development and current applications for insurance branches	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Insurance Marketing and Sales Techniques - **Course Code:** SSG352

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Spring	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Marketing of financial services, the importance, and principles, insurance marketing, the importance of marketing planning, product and price development, promotion, advertising and promotion, distribution channel	
EFFECTS OF EDUCATION PROCESS: Discuss the role of marketing in insurance, to examine the effects of marketing and sales to the national economy.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Introduction to Business Administration **Course Code:** SSG102

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Spring	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Basic information about the business administration and management, basic management functions, production, marketing and finance activities of the enterprises.	
EFFECTS OF EDUCATION PROCESS: To Introduce basic concepts of business administration and management, and to provide an understanding of external and internal business environment in a broad and holistic perspective	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Liability Insurance - **Course Code:** SG 222

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: In this course, students learn road transport compulsory financial liability insurance, compulsory traffic insurance, professional liability insurance, scope and premiums. Gains knowledge of applications.	
EFFECTS OF EDUCATION PROCESS: Liability insurance is a neglected area in the sector, which is the insurance of risks that lead to decreases in my assets due to an action we perform rather than damage to property or life. The aim of this course is to raise awareness and awareness in liability insurance.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Life Insurance - **Course Code:** SG442

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Legal resources include the characteristics of insurance parties and life insurance, and differences from other types of insurance.	
EFFECTS OF EDUCATION PROCESS: Securing old age and providing detailed information on the scope and characteristics of life insurance that provide protection for survivors to survive in the event of any death	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Logistic Insurance- **Course Code:** SG402

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Logistics insurance operations and types of insurance in this field	
EFFECTS OF EDUCATION PROCESS: Emphasizing the importance of insurance in logistics with existing logistics insurances and application forms.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Management of Social Responsibility Projects - **Course Code:** SG 232

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Determining the current problems of society and preparing projects to produce solutions are the content of the course.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to enable students to identify the current problems of society and to prepare projects to produce solutions, to take part in projects in this scope, to be participatory and democratic individuals, to take responsibility, to act in solidarity and cooperation, to produce projects.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Negotiable Instruments Law- **Course Code:** SG452

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Definition of Commercial Papers (Negotiable Instruments), its types, conditions and provisions, loss and cancellation policies, checks, bills, conditions of receipts and warrants forms, transfers, consequences of paid and unpaid commercial papers.	
EFFECTS OF EDUCATION PROCESS: Overview of the general legislation, study negotiable instruments law and its applications.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Occupational Health and Safety- **Course Code:** SSG432

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Creating awareness about the safety of work to provide information about occupational safety law	
EFFECTS OF EDUCATION PROCESS: Work accidents, fire, first aid, occupational diseases, occupational safety legislation, and safety law and related qualifications will be given	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Pension and Future Planning - **Course Code:** SG422

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Social security retirement systems, pension funds, and future planning	
EFFECTS OF EDUCATION PROCESS: To evaluate all the functional ways that will contribute to securing people's lives for the future.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Practices of Insurance - **Course Code:** SG472

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Pricing of branches such as auto accident, fire, engineering, all risk, liability insurance and corporate monitoring of damage applications	
EFFECTS OF EDUCATION PROCESS: Learns the applications of all subjects seen in insurance branches course. (offer, policy, collection, damage applications.)	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Portfolio Management in Insurance - **Course Code:** SG492

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: In this course, students learn fund concept, fund management concept, financial profitability concept, risk change and management concepts and applications.	
EFFECTS OF EDUCATION PROCESS: With the start of individual retirement, the ability to raise funds in life and pension branches has increased. The aim of this course is to teach the management of funds collected in terms of individual economy and national economy in terms of companies, reinsurers and retirement candidates participating in the system.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name Risk Management - Course Code: SSG 422**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The concept of risk, risk measurement, risk probabilities and calculation, the insurance industry, risk and risk management functions, methods used to control the risk, risk-related issues in insurance sector, relationship between risk and the basic principles of insurance operations, reflection of risks to the policy and life and health insurance in the principle of risk will be discussed.	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to teach the identification, measurement, management, and control of the risk management processes through theoretical and practical examples.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name** Social Security in EU - **Course Code:** SG432

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Importance of the national insurance sector being compatible with the EU and international financial markets. Changes in technology, globalization, and variety in financial markets are forcing the insurance sector to create different products. This class mainly concern about these recent changes and needs.	
EFFECTS OF EDUCATION PROCESS: Observed changes, similarities, applications, problems, innovations in the insurance sector in the EU will be taught.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Social Security Law - Course Code: SSG212**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (4)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: The Concept of Social Security, Contemporary Trends and Dimensions of Social Security, Premium Regime in Turkish Social Security Law (Social Security of Workers), Types of Social Insurance, Social Security of Civil Servants, Social Security of Independent Employees, Combination of Insured Services, Private Pension and Investment System, Turkish Social Security Law Regime without premium	
EFFECTS OF EDUCATION PROCESS: It aims to teach the legal techniques and the laws of the social security system.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Social Security Practices -- Course Code: SSG302**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Spring	CLASS LEVEL: 3th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Insurances applied in Turkey, Insurance Registration Application, Insurance Premiums, Work Accidents and Occupational Diseases Insurance Insured Services Applications, illness, maternity, old age, death and disability insurance applications, universal health insurance and universal health insurance, registration applications, Severance compensation and All subjects are supported with case studies and issues related to unemployment insurance are explained.	
EFFECTS OF EDUCATION PROCESS: In the field of social security, pension, unemployment benefits, education, vacation, health, credit, etc. to promote the exercise of rights, protection of work and country changes	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name:** Social Security of Disadvantaged Groups -- **Course Code:** SSG402

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 3	ECTS TYPE: ECTS (5)
SEMESTER: Spring	CLASS LEVEL: 4th Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Clarifying the framework for Disadvantaged groups, integration problems faced when contacting others in the society, important interventions to take in all the disadvantaged groups in the social security system.	
EFFECTS OF EDUCATION PROCESS: Determined by the Ministry of Work, Disadvantaged people's right to social security, application procedures, and the whole process.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Social Security Systems - Course Code: SSG 122**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 2	ECTS TYPE: ECTS (4)
SEMESTER: Spring	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Social Security Concept, Development and Scope, Premiums, Calculation, Grading, Social Security payments, Social Insurance and Social Security Income distribution dimension	
EFFECTS OF EDUCATION PROCESS: To provide students with a general knowledge and foresight about the concept of social security and social security systems.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	



FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Statistics II - Course Code: G202**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 2	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 2nd Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Basic statistical concepts, variables, measures of central tendency, measures of dispersion, Frequency distribution	
EFFECTS OF EDUCATION PROCESS: The use of statistics with basic methods in research and evaluation of analyses.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Turkish Language II - Course Code: TUR102**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 2	ECTS TYPE: ECTS (2)
SEMESTER: Spring	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Punctuation Writing petitions Writing reports Oratory	
EFFECTS OF EDUCATION PROCESS: The aim of the course is to continue teaching the historical development of the Turkish language as well as writing and speaking techniques.	
LITERATURE (OPTIONAL):	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES – KTO KARATAY UNIVERSITY

**Course Name: Work Ethics and Ahi - Course Code: AHI102**

FACULTY: Faculty Of Economic And Administrative Sciences	CLASS TYPE: Bachelor/Mandatory
NUMBER OF HOURS: 2	ECTS TYPE: ECTS (3)
SEMESTER: Spring	CLASS LEVEL: 1st Year
LANGUAGE OF INSTRUCTION: English	
PRELIMINARY REQUIREMENTS: None	
CONTENTS: Concept of Ahi Community (Turkish-Islamic guild), Meaning, Concept of Futubut, Meaning, Organization, Shadism, Concepts and rituals related to Ahi Community (Turkish-Islamic guild)	
EFFECTS OF EDUCATION PROCESS: At the end of the semester the students will be able to learn the concept of Ahi Community (Turkish-Islamic guild), the historical process, the basic rules of business and trade ethics, the role of professional associations in daily life and the commercial viability of business and professional morality.	
LITERATURE (OPTIONAL): BAYRAM, Mikail. (1987). Bacıyan-ı Rum: Selçuklular Zamanında Genç Kızlar Teşkilatı, Konya: Selçuklu Üniversitesi Fen-Edebiyat Fakültesi. KAYAOĞLU, İsmet, (1981). “Halife en-Nâsır’ın Fütüvvete Girişi ve Bir Fütüvvet Buyrultusu”, Ankara Üniversitesi İlahiyat Fakültesi Dergisi, Ankara: c.XXV, s.221–227. AKKUŞ, Mustafa, İstila Döneminde Anadolu Şehirlerinin Korunmasında Ahiler: Konya ve Ahi Ahmed Şah, İpekyolu Konya Kitabı XIV, Konya Ticaret Odası Yayınları, Konya 2013. S.31-45. AŞIKPAŞAZADE. (1970). Aşıkpaşaoğlu Tarihi. İstanbul: Milli Eğitim Bakanlığı Yayınları. Kültür Merkezi Yayınları	
TEACHING METHODS: Verbal and applied course	
ASSESSMENT METHODS: Midterm Exam and Final Exam	
LECTURER (NAME, EMAIL CONTACT):	

