



Tokat Gaziosmanpaşa University

Tokat Vocational School
Criminal Execution and Security Services

CİGH228	BUSINESS ADMINISTRATION				
Semester	Code	Name	T+P	Credit	ECTS
4	CİGH228	BUSINESS ADMINISTRATION	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	None	None

The aim of lesson :

Temel işletme terminolojisini kavratmak ve işletme fonksiyonlarını öğretmek

Course Contents :

İşletmecilik ile ilgili temel kavramlar, işletme yönetiminin gelişimi, işletmenin iç ve dış çevresi, işletmelerin sınıflandırılması, kuruluş aşamaları, büyüklüğü ve kapasitesi, kuruluş yerinin seçimi



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CİGH103	CONSTITUTIONAL LAW				
Semester	Code	Name	T+P	Credit	ECTS
1	CİGH103	CONSTITUTIONAL LAW	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Aydın Turhan	None

The aim of lesson :

The concept of the constitution, the constitution and the change of constitution, the principles and boundaries of the state of the state, the relationship between the state and the political structure of the state and the sovereignty boundaries of states. The aim of this course is to present the information to the students in the general framework.

Course Contents :

The concept of constitution and constitutionalism; the concept of constituent power and its emergence and usage methods; constitutional jurisdiction and models; elements and types of state; issues of separation of powers and government systems, general principles of fundamental rights.



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CİGH106	ADMINISTRATIVE LAW				
Semester	Code	Name	T+P	Credit	ECTS
2	CİGH106	ADMINISTRATIVE LAW	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Şerife İlkan YILMAZ	None

The aim of lesson :

The definition of the concept of administration is to examine the issues of duty, authority and responsibility and to explain the legality of the administration which is one of the important requirements of becoming a state of law.

Course Contents :

Definition of administrative law in the context of Administrative Law course and resources and administrative regime. Administrative organization defined and managed by the central government It will be evaluated. The public personnel law will be discussed and the public goods regime will be discussed.



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CİGH101	THE BASIC CONCEPTS OF LAW				
Semester	Code	Name	T+P	Credit	ECTS
1	CİGH101	THE BASIC CONCEPTS OF LAW	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Özcan Tunahan	None

The aim of lesson :

To facilitate the pursuit and interpretation of legislation related to the profession through the briefing of the basic concepts of law as well as the brief overview of the concepts entering into the field of law.

Course Contents :

Concept of law, parts of law, resources of law, rights, protection of rights, loss of gain, personal rights.



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CİGH203	PUBLIC STAFF LAW				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH203	PUBLIC STAFF LAW	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Specialist Dr. ÖZCAN TUNAHAN	None

The aim of lesson :

• Hukuk adalet hizmetlerinde çalışan ara kademe personelin Kamu personel sistemi ile il I ile ilgili I • ilgili temel kavram ve ilkeleri tanımlayabilmesini sağlamak, Türk kamu personel • rejiminin tarihsel gelişim süreci hakkında bilgilendirmeKamu personelinin ve Kamu • personel sistemindeki güncel gelişmeleri yorumlayabilmesini sağlamak.

Course Contents :

Temel Kavramlar ve Anayasal ilkeler ve memur statüsü



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İNG101	English I				
Semester	Code	Name	T+P	Credit	ECTS
1	İNG101	English I	3	3	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Muhsin MUMCU	None

The aim of lesson :

As a result of this course, students will be able to use the basic structures to express themselves. This course aims at giving the students basics of English at beginner level.

Course Contents :

Compulsory Foreign Language Course (English)



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AİİT102					
Semester	Code	Name	T+P	Credit	ECTS
2	AİİT102	Ataturk's Principles and History of Turkish Revolution II	2	2	2
Education Type	Language	Course Level	Course Internship Status	Type of Course	
Formal Education	Turkish	Associate	No	Required	
Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants	
Criminal Execution and Security Services		None	Instructor Sadet Altay Ayşe Eryaman Emre Tekinsoy	None	

The aim of lesson :

To understand Ataturk's reforms and how basic principles of the republic came into existence in Republic of Turkey establishment period. To help Turkish youth in the way of being unified individuals as a nation and becoming effective in the contemporary world.

Course Contents :

The last periods of the War of Independence. Treaties that causes the establishment of Republic of Turkey. Ataturk's principles which determine the features of Republic of Turkey and the revolutions which strenghten these principles



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AİİT101					
Semester	Code	Name	T+P	Credit	ECTS
1	AİİT101	Ataturk's Principles and History of Turkish Revolution I	2	2	2
Education Type	Language	Course Level	Course Internship Status	Type of Course	
Formal Education	Turkish	Associate	No	Required	
Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants	
Criminal Execution and Security Services		None	Specialist Dr. Adnan GELMEZ Specialist Dr. Sadet ALTAY Specialist Dr. Ayşe ERYAMAN Specialist Dr. Sabri ZENGİN Specialist Dr. İzzet Bahri ATEŞLİ	None	

The aim of lesson :

In order to understand conditions and features of the establishment of Republic of Turkey: To understand the reasons that forced Turkish nation to have Independence War, in which condition and within which terms Turkish War of Independence took place, upon which basis the state was established, and finally to educate next generations who know establishment philosophy of the state and who are respectful to Turkish state and nation.

Course Contents :

Aim of the course, its scope, and basic concepts. Final period of Ottoman Empire, its problems, modernization efforts and collapse. Turkish War of Independence.



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TD101					
Semester	Code	Name	T+P	Credit	ECTS
1	TD101	Turkish Language I	2	2	2
Education Type	Language	Course Level	Course Internship Status	Type of Course	
Formal Education	Turkish	Associate	No	Required	
Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants	
Criminal Execution and Security Services		None	Instructor Dr. ERDAL BARAN	None	

The aim of lesson :

Undergraduate and graduate-level students the right to express themselves correctly and effectively, to let them acquire the main language awareness;to teach panels, conferences, panel discussion, forum type meetings effective listening.

Course Contents :

Course objectives, scope, and to provide information on basic concepts. The basic problems of the Turkish language, rules. Effective and good use of language.



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CİGH110	SECURITY OF PENALTY AND EXECUTION INSTITUTIONS				
Semester	Code	Name	T+P	Credit	ECTS
2	CİGH110	SECURITY OF PENALTY AND EXECUTION INSTITUTIONS	3	3	5

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Fatih Erarslan	None

The aim of lesson :

This course aims to provide students with the competencies to perform information sharing, monitoring, seizure duty, intervention, personnel, visitors, and equipment input and output in the penitentiary institution and detention centers.

Course Contents :

Investigation of Turkish Penal Law, Punishment and Security Measures and execution, Laws on Penal execution Institutions.



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CİGH201	HUMAN RIGHTS LAW				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH201	HUMAN RIGHTS LAW	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Özcan Tunahan	None

The aim of lesson :

İnsan hakları, hukuk ve demokrasi, insan hakların güvencesi ve vatandaşlığa ilişkin temel bilgileri kazandırma

Course Contents :

İnsan hakları hukukunun tarihsel gelişimi ve güncel durumu, hak kavramının kuramsal yapısı ve uluslararası devletlerin anayasal yapılarında hak kavramının güvencesine ilişkin analizler



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CİGH205	PSYCHOSOCIAL APPROACHES IN THE PENALTY EXECUTION AGENCY				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH205	PSYCHOSOCIAL APPROACHES IN THE PENALTY EXECUTION AGENCY	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Associate Prof.Dr. FARUK CANER YAM	None

The aim of lesson :

Ceza infaz kurumlarındaki psiko-sosyal yaklaşımlar hakkında bilgi sahibi olmalarının sağlanmasıdır.

Course Contents :

Piko-sosyal yaklaşımın temel kavramları, psiko-sosyal hizmetler, özel gereksinimli tutuklu ve hükümlülerle çalışma, zarar azaltma, öfke kontrolü



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CİGH225	HUMAN RELATIONS AND COMMUNICATION				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH225	HUMAN RELATIONS AND COMMUNICATION	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Asist Prof.Dr. MELTEM UÇGUNOĞLU ERARSLAN	None

The aim of lesson :

To provide the ability of effective and good speaking.

Course Contents :

Breath, vocal organs, stress and intonation, connection, protocol speech, informative speech, spontaneous speech.



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CİGH229	FORENSIC MEDICINE				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH229	FORENSIC MEDICINE	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	None	None

The aim of lesson :

The basic concepts of forensic medicine, legal regulations, common forensic medicine (death and forensic autopsy, physical or mental traumas, sexual violence, domestic violence, child abuse, human rights violations, etc.), general perspective, forensic medical evaluations To gain knowledge and attitude at the level to be able to interpret these evaluations in the field of professional and informal knowledge.

Course Contents :

The basic principles of forensic medicine are the content of this course.



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CİGH202	PROFESSIONAL INTERVENTION TECHNIQUES				
Semester	Code	Name	T+P	Credit	ECTS
4	CİGH202	PROFESSIONAL INTERVENTION TECHNIQUES	3	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor İsa Durna	None

The aim of lesson :

To comprehend the principles of use of force and legal proportionality, to learn the structures of social groups, their behavior styles, approaches and intervention methods. To learn the techniques of utilizing and transporting sensitive parts of the body, to know and apply the behavior styles in attacks.

Course Contents :

To comprehend the principles of use of force and legal proportionality, to learn the structures of social groups, their behavior styles, approaches and intervention methods. To learn the techniques of utilizing and transporting sensitive parts of the body, to know and apply the behavior styles in attacks.



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CİGH224	FIRST AID AND EMERGENCY RESPONSE					
Semester	Code	Name	T+P	Credit	ECTS	
4	CİGH224	FIRST AID AND EMERGENCY RESPONSE	2	2	3	

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		Instructor BİRGÜL VURAL	Asist Prof.Dr. BİRGÜL VURAL	None

The aim of lesson :

To gain knowledge and skills about the approaches and applications of precautions to be taken in place and on time in order to save the lives of individuals and prevent or limit disabilities in situations such as sudden diseases, accidents and disasters.

Course Contents :

Definition, importance and history of first aid, how emergency intervention will be, analyzing it through theoretical explanations.



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CİGH230	BUSINESS AND SOCIAL SECURITY LAW					
Semester	Code	Name	T+P	Credit	ECTS	
4	CİGH230	BUSINESS AND SOCIAL SECURITY LAW	2	2	3	

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Şehnaz BODUR	None

The aim of lesson :

The aim of the course is the basic principle of labor law and rules regulating the relations between individual work on the perception to a comprehensive.

Course Contents :

Labor Law, Qualifications, the basic principles guiding Labor Law andResources



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CİGH210	SOCIAL PSYCHOLOGY					
Semester	Code	Name	T+P	Credit	ECTS	
4	CİGH210	SOCIAL PSYCHOLOGY	2	2	4	

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Associate Prof.Dr. FARUK CANER YAM	None

The aim of lesson :

Sosyal psikolojinin teorik altyapısını bilmek, açıklamak ve yorumlamaktır. Sosyal, kültürel ve bireysel farklılıklar hakkında farkındalık sahibi olmak ve bu farklılıkların çeşitli ortamlarda nasıl çalıştığını bilmektir.

Course Contents :

Sosyal psikoloji, sosyal psikolojinin tarihi, toplumsal etmenlerin bireyi nasıl etkilediği üzerine teoriler, sosyal psikoloji alanı ve yöntemleri, insanın doğası, toplumsallaşma, kişiler arası ilişkiler, sosyal cinsiyet ve saldırganlık.



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CİGH209	EXECUTION LAW				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH209	EXECUTION LAW	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Şerife İlkcan YILMAZ	None

The aim of lesson :

Türk ceza infaz hukukuna hakim ilkeleri, infaz hukukunun insan haklarıyla olan ilişkisini, infazın amacını ve infaz sürecini anlamak

Course Contents :

İnfaza konu olan ceza ve güvenlik önlemleri, infaz kurumları, infaz süreci ve infazın bölümleri.



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CİGH207	CRIMINAL PROCEDURE LAW				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH207	CRIMINAL PROCEDURE LAW	2	2	5

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor ESRA ORUÇ	None

The aim of lesson :

Ceza Muhakemesi Hukuku'nun amacı, sanık haklarına saygılı biçimde maddi gerçeğe ulaşmaktır. Toplumda hukuki barışı ve düzeni kurup bireysel hak arama fiillerini önlemek.

Course Contents :

Ceza muhakemesinin amacı ve işlevi, uygulama alanı, muhakeme engelleri, muhakeme işlemleri ve muhakemede rol alanlar ve muhakemeye katılanlar şeklindedir



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CİGH104	CRIMINAL LAW				
Semester	Code	Name	T+P	Credit	ECTS
2	CİGH104	CRIMINAL LAW	2	2	5

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Esra Oruç	None

The aim of lesson :

To teach the purpose of criminal law, the function in the entire legal system and the basic concepts of this law branch to teach the security function of criminal law in terms of human rights and freedoms (crime and criminal justice and its scope), to comprehend the issues related to criminal law in terms of time and person.

Course Contents :

The content of this course is related to the subjects of criminal law and the application of criminal law. In this context, the function of criminal law, its place in legal order, basic concepts of criminal law, basic principles of criminal policy, security function of criminal law (criminal and criminal justice principle), sources of criminal law, criminal law, structural elements and spiritual structural elements are discussed.



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CİGH206	SUPERVISED FREEDOM MEASURES AND APPLICATIONS				
Semester	Code	Name	T+P	Credit	ECTS
4	CİGH206	SUPERVISED FREEDOM MEASURES AND APPLICATIONS	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor İsa durna	None

The aim of lesson :

To learn about probation practices.

Course Contents :

Probation measures according to the new Penal Code; ? Probation measures foreseen in the new Criminal Procedure Code; ? The basic principles of the Law on Probation and Assistance Centers and Protection Boards; ? Probation and help centers ? Establishment, duties and working principles and procedures of the protection boards; ? Probation branch directorates and their duties; ? protection boards



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CİGH223	LEGAL TEXTS AND JURISDICTION				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH223	LEGAL TEXTS AND JURISDICTION	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Specialist Dr. ERGÜN SÜMER	None

The aim of lesson :

To have knowledge about the form and procedure to be used in legal correspondence and to comprehend the legal language

Course Contents :

Legal Language, Petition, Official Correspondence, Types of Legal Correspondence



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CİGH227	European Union Law				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH227	European Union Law	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Şerife İlkan YILMAZ	None

The aim of lesson :

To make an introduction to the history of EU structuring and to explain the institutional structure, organs and basic principles of the EU and to have a basic knowledge of the EU Common Market legislation.

Course Contents :

Examining EU law and legal processes, mainly the EU's founding treaties, the EU acquis, the EU institutions and the Court of Justice. Legal aspects of the relations between the EU and the member states.



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CİGH246	CRIMINOLOGY				
Semester	Code	Name	T+P	Credit	ECTS
4	CİGH246	CRIMINOLOGY	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Specialist Dr. ERGÜN SÜMER	None

The aim of lesson :

Students should have the knowledge base to evaluate crime as a concept, the change in approaches to crime in the historical process, the classification of crimes, criminal profiles, and different reasons that push individuals to commit crime from a comparative and critical perspective.

Course Contents :

Approaches to crime, Criminal Profiles, Crime Sociology, Crime Statistics



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CİGH234	PRIVATE SECURITY LAW				
Semester	Code	Name	T+P	Credit	ECTS
4	CİGH234	PRIVATE SECURITY LAW	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor İSA DURNA	None

The aim of lesson :

To be able to teach students their legal powers within the scope of the law numbered 5188. 2-To understand the rights of Private Security services and employees.

Course Contents :

Private security permit, Private security commission, Authorization of private security guards, Authorization to use weapons, Requirements for private security guards, Work permit, Prohibitions and Penalties, Private security liability insurance



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CİGH204	DOCUMENT MANAGEMENT SYSTEM AND UYAP				
Semester	Code	Name	T+P	Credit	ECTS
4	CİGH204	DOCUMENT MANAGEMENT SYSTEM AND UYAP	2	2	4

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Specialist Dr. ÖZCAN TUNAHAN	None

The aim of lesson :

international judicial network project and active use of legal software

Course Contents :

This course; Hierarchy of Justice, Inter-Agency Communication in Judicial Services, Correspondence Procedures in Judicial Services, Information Security and Its Importance in Judicial Services, Information Security and Management in Judicial Services, National Judicial Network Project (UYAP), Authority Under UYAP, Administrative Procedures to Be Made Within the Scope of UYAP, Lawyer Portal I, Lawyer Portal II, Citizen Portal, Expert Portal, Legal Software I, Legal Software II; includes topics.



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CİGH208	KEYBOARD TECHNIQUES				
Semester	Code	Name	T+P	Credit	ECTS
4	CİGH208	KEYBOARD TECHNIQUES	3	2	5

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Ekrem AKBULUT	None

The aim of lesson :

With this course, students in computer keyboard to write with the habit of writing in different languages and proficiency gain a series of 10 fingers. (F Keyboard)

Course Contents :

Compulsory Courses (C) Introduces the keyboard.



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CİGH105	PENALTY ENFORCEMENT INSTITUTIONS MANAGEMENT				
Semester	Code	Name	T+P	Credit	ECTS
1	CİGH105	PENALTY ENFORCEMENT INSTITUTIONS MANAGEMENT	2	2	5

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Esra ORUÇ	None

The aim of lesson :

This course aims to grasp the principles and principles of the administration of the penitentiary institutions.

Course Contents :

History of prisons, Procedures related to prisoners and sentences, Duties and responsibilities of prison guard officers.



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CİGH239	Occupational Health and Safety				
Semester	Code	Name	T+P	Credit	ECTS
3	CİGH239	Occupational Health and Safety	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Özcan Tunahan	None

The aim of lesson :

To have a knowledge of the basic principles and the importance of the occupational health and safety, to use and interpretation of the law of Occupational Health and Safety, to have a skill of using the national and international legislation.

Course Contents :

Protections of employee, taking precaution against occupational accidents and professional diseases



Tokat Gaziosmanpaşa University

Tokat Vocational School
Criminal Execution and Security Services

TD102	Turkish Language II				
Semester	Code	Name	T+P	Credit	ECTS
2	TD102	Turkish Language II	2	2	2

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Asist Prof.Dr. YAVUZ GÜNEŞ	None

The aim of lesson :

To make studens become familiar with the correct, beautiful and efficient use of the Tuekish language to maket hem base the written and spoken intercourse of the language on strong principals to maket hem gain their skills in correspondence, presentatations and ezplanations succesfully in their business life to make them become intellectual individuals who read, think, inquire and bring solutions.

Course Contents :

According to their subjects, reading, listening, writing, presentation, discussion, sampling, question and answer techniques will be used.



Tokat Gaziosmanpaşa University

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İNG102	English II				
Semester	Code	Name	T+P	Credit	ECTS
2	İNG102	English II	3	3	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Elective

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Osman Öncü	None

The aim of lesson :

As a result of this lesson, students will be able to use the basic structures to express themselves. This course aims at giving the students basics of English at a beginner level.

Course Contents :

Compulsory Course



Tokat Gaziosmanpaşa University

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ENF100	INFORMATION TECHNOLOGIES AND OFFICE SOFTWARE				
Semester	Code	Name	T+P	Credit	ECTS
1	ENF100	INFORMATION TECHNOLOGIES AND OFFICE SOFTWARE	2	2	3

Education Type	Language	Course Level	Course Internship Status	Type of Course
Formal Education	Turkish	Associate	No	Required

Department/Program	Precondition	Course Coordinator	Instructor	Course Assistants
Criminal Execution and Security Services		None	Instructor Cennet TERZİ MÜFTÜOĞLU	None

The aim of lesson :

The aim of this course is to give information about the basic concepts and historical development of current Computer and Communication Technologies, to gain competence in effective and efficient use of communication technologies and e-applications and to teach writing tools that they can use in business life.

Course Contents :

Basic concepts of Information Technologies,History of Computer, Computer Technologies in daily life, Computer Architecture