



Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000103		GERMAN I			
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	D0000103	GERMAN I	3	3	3

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Elective

Objectives of the Course:

Alman dilini temel düzeyde yazılı ve sözlü iletişim amaçlı kullanabilmek ve ileriye dönük dilin altyapısını güçlendirmektir

Teaching Methods and Techniques:

Almanca temel gramer eşliğinde güncel konular

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Ömer Lütfi İSPİRLİ Ömer Lütfi İSPİRLİ Ayşe ERYAMAN Ömer Lütfi İSPİRLİ Ömer Lütfi İSPİRLİ Ömer Lütfi İSPİRLİ Ömer Lütfi İSPİRLİ Ömer Lütfi İSPİRLİ Bahattin ÖZTOPRAK Yılmaz ANAS Ömer Lütfi İSPİRLİ Birsen ÖZYURT İlker ETİKAN Ömer Lütfi İSPİRLİ

Assistants:**Recommended or Required Reading****Resources**

Einfach Grammatik
Übungsgrammatik Deutsch A1 bis B1
Langenscheidt
Berliner Platz 1
Langenscheidt

Course Category

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

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria			ECTS Allocated Based on Student Workload			
In-Term Studies	Quantity	Percentage	Activities	Quantity	Duration	Total Work Load
Mid-terms	0	%0	Course Duration	0	0	0
Quizzes	0	%0	Hours for off-the-c.r.stud	0	0	0
Assignment	0	%0	Assignments	0	0	0
Attendance	0	%0	Presentation	0	0	0
Practice	0	%0	Mid-terms	0	0	0
Project	0	%0	Practice	0	0	0
Final examination	0	%0	Laboratory	0	0	0
Total		%0	Project	0	0	0
			Final examination	0	0	0
			Total Work Load			0
			ECTS Credit of the Course			0

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000106 Ataturk's Principles and History of Turkish Revolution I					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	D0000106	Ataturk's Principles and History of Turkish Revolution I	2	2	2

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

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.

Teaching Methods and Techniques:

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

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor AYŞE ERYAMANI Instructor SADET ALTAY Instructor YUNUS EMRE TEKİNSOY

Assistants:**Recommended or Required Reading**

Resources - Kemal Atatürk, Nutuk I-III, İstanbul 1993. 2- YÖK-Komiyon, Atatürk İlkeleri ve İnkilâp Tarihi, Ankara 1989. 3- A. Afetinan, M. Kemal Atatürk'ten Yaz

Course Category

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

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	The aim of the course and resources		
2	Basic concepts related to the course Revolution, reform, upheaval, rebellion, blow. The principle of Atatürk's Revolution. Cf		
3	Internal reasons for the decline of the Ottoman Empire The problems that occurred in public administration, education, ecc		
4	External reasons for the decline of the Ottoman Empire Colonialism, industrial revolution, imperialism. The Eastern Questio		
5	The basic concepts of the contemporary world Enlightenment, democracy, secularism, liberalism, socialism, nationalism		
6	Reform movements of the Ottoman Empire Lale devri (Tulip period), Selim III and Mahmut II reforms		
7	Reform movements of the Ottoman Empire Tanzimat and Islahat in the reform era. New Ottomans. Constitutional monarch		
8	Mid Term Exam.		
9	Intellectual movements in the late Ottoman period Westernism, Ottomanism, Islamism, Turkism		
10	The fall of the Ottoman Empire Trablusgarb War. Balkan War. World War I. Armenian question		
11	The fall of the Ottoman Empire The end of World War I: The Armistice of Mondros. Invasions after the Armistice. Separatis		
12	Of national struggle Salvation suggestions: Protection mandate and supporters. Suggestions on regional liberation. Full ind		
13	Of national struggle Atatürk's arrival to Anatolia. Conventions as mergers of the national struggle.		
14			
15	Of national struggle Anatolia, pass control. The opening of Parliament. Features of the Parliament		

Course Learning Outcomes

No	Learning Outcomes
C01	Models of change in the world to compare with the characteristics of Ottoman modernization and change is, led by Atatürk
C02	Turkish nation the reasons for analysis of contemporary medeniyetten must remain back.
C03	After colonialism and the industrial revolution and the developments in international relations to explain the effects of these developments on Turkey
C04	To explain the basic concepts that are effective in shaping the modern world.
C05	How to Know the stages and characteristics of Ottoman modernization
C06	The imperialist ambitions of the states on the territory of Turkey, who want to divide Turkey to recognize the separatist elements.
C07	That the establishment of National Defence of Turkey national and spiritual values based on the knowledge of unity and togetherness, conscious of these values to take ownership of and commitme
C08	Defence of Turkey feelings of gratitude to the heroes of this struggle to have succeeded

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	2	28
Hours for off-the-c.r.stud	14	2	28
Assignments	0	0	0
Presentation	0	0	0
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			58
ECTS Credit of the Course			2

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

TO1043 Information and Communication Techn					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	TO1043	Information and Communication Techn	3	3	4

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

By teaching students basic computer use, training and work actively in their lives that they can benefit more comprehensive infrastructure for the needs of research and learning to create.

Teaching Methods and Techniques:

1: Lecture, 2: Question-Answer, 4: Drill and Practice

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor Selim ÇAKAR

Assistants:**Recommended or Required Reading**

Resources	Fundamentals of Computers and Office 2007, Asst. Assoc. Dr.. Deniz Mertkan GEZGİN 1)Fundamentals of Computers and Office 2007, Asst. Assoc. Dr.. Deniz Mertkan GEZGİN 2)Lecture Notes 1)Bilgisayarın Temelleri ve Office 2007,Yrd. Doç. Dr. Deniz Mertkan GEZGİN 2)Ders Notları
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Course Category

Mathematics and Basic Sciences : 10	Education :
Engineering : 20	Science :
Engineering Design : 40	Health :
Social Sciences :	Field : 30

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	General Concepts	Lecture notes prepared	Textbook
2	Computer hardware components, the input and output units	Lecture notes prepared	Textbook
3	Computer hardware components, the input and output units	Lecture notes prepared	Textbook
4	Use of the keyboard	Lecture notes prepared	Textbook
5	The operating system and the file, directory, drive concept	Lecture notes prepared	Textbook
6	Operating system management, control elements and features of the program installation and removal	Lecture notes prepared	Textbook
7	The concept of the Internet, web browsers, web, e-mail, ftp services	Lecture notes prepared	Textbook
8	Computer viruses, spyware and antivirus	Lecture notes prepared	Textbook
9	Word-processing software (MS Word) and basic components of the structure, document creation	Lecture notes prepared	Textbook
10	Writing text, text formatting, cut-copy-paste operations, making a paragraph, page structure determination	Lecture notes prepared	Textbook
11	Add and edit pictures, work with notes, symbols, and add the equation	Lecture notes prepared	Textbook
12	Create a table, columns and rows, merge, split, table formats,	Lecture notes prepared	Textbook
13	Adding drawing objects, graphics, adding annotation	Lecture notes prepared	Textbook
14	To check the spelling, use the features of different languages	Lecture notes prepared	Textbook

Course Learning Outcomes

No	Learning Outcomes
C01	Students will be able to know the basic concepts of computer systems
C02	Students will be able to know the hardware components
C03	Students will be able to use the operating system and make changes to the settings
C04	Students will be able to recognize Internet service, do research using the Internet, use common Internet services
C05	Students will be able to know the computer virus and antivirus concepts and security measures
C06	Students will be able to create a document in MS Word

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
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P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	3	42
Hours for off-the-c.r.stud	14	2	28
Assignments	0	0	0
Presentation	2	10	20
Mid-terms	1	1	1
Practice	14	1	14
Laboratory	14	1	14
Project	0	0	0
Final examination	1	1	1
Total Work Load			120
ECTS Credit of the Course			4

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000129		French I			
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	D0000129	French I	3	3	3

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Elective

Objectives of the Course:**Teaching Methods and Techniques:****Prerequisites and co-requisites:****Course Coordinator:****Name of Lecturers:**

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Assistants:**Recommended or Required Reading****Resources****Course Category**

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

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
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P11	To follow the trends in the field
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P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	0	%0
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	0	%0
Total		%0

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	0	0	0
Hours for off-the-c.r.stud	0	0	0
Assignments	0	0	0
Presentation	0	0	0
Mid-terms	0	0	0
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	0	0	0
Total Work Load			0
ECTS Credit of the Course			0

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

TO1001 Introduction To Tourism					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	TO1001	Introduction To Tourism	3	3	4

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

Provide about tourism education and convert theoretical knowledge into practice to offer professional life is first idea.

Teaching Methods and Techniques:

Definition of tourism, propert of tourism, history of tourism, classification of tourism, supply and demand for tourism, different types of tourism.

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor BİRGÜL KÖSTEK

Assistants:**Recommended or Required Reading****Resources**

Lecturer's presentation Oral presentation

Course Category

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

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	The concept of tourism and tourist		
2	History of tourism in general		
3	types of tourism		
4	Factors affecting the development of tourism		
5	Accommodation industry and tourism		
6	Food and beverage industry and tourism		
7	Tour operator and travel agency management and tourism+Midterm Exam		
8	Tour operator and travel agency management and tourism		
9	Forms of tourism transport		
10	The place and importance of tourism in the economy		
11	Social and physical impacts of tourism		
12	Tourism in Turkey		
13	International tourism		
14	Tourism policy		

Course Learning Outcomes

No	Learning Outcomes
C01	Teaches basic concepts and terms related to tourism
C02	Provides information about the overall structure of the tourism sector
C03	Gives information about the historical development of tourism
C04	Gives information about the tourism activities in Turkey and around the world
C05	Gives information about the reasons people pushing tourism activities
C06	Teaches the new trends in tourism development process
C07	Gives information about the relationship between social and physical environment of tourism

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	3	42
Hours for off-the-c.r.stud	14	3	42
Assignments	10	3	30
Presentation	0	0	0
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			116
ECTS Credit of the Course			4

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000140		English I			
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	D0000140	English I	3	3	3

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Elective

Objectives of the Course:

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.

Teaching Methods and Techniques:

Compulsory course

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor Osman Öncü

Assistants:**Recommended or Required Reading****Resources**

English For Life Beginner OUP (Course Book)

Course Category

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

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	- introducing yourself- a- an		
2	- imperatives- the alphabet		
3	- family members- poss adjectives- daily English		
4	- saying hello and goodbye- countries- verb to be statements		
5	- saying sorry- numbers 1-100		
6	- yes no questions with verb to be- telling the time		
7	- daily objects- prepositions		
8	Mid term exam		
9	- this - that - these - those- daily English		
10	- food and drink- present simple		
11	- offering a lift- free time activities - too - either		
12	- present simple- offering a drink		
13	- lifestyles- present simple		
14	- addresses- stating problems		

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	3	42
Hours for off-the-c.r.stud	14	3	42
Assignments	0	0	0
Presentation	0	0	0
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			86
ECTS Credit of the Course			3

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

TO1045 Housekeeping Operations					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	TO1045	Housekeeping Operations	3	3	3

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

Comprehension of the importance of the service at housekeeping department by the guests and accommodation managements.

Teaching Methods and Techniques:

At housekeeping department at operation process various circumstances that can be faced and behaviours regarding these.

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor Öğr. Gör. Murat GÜLER

Assistants:**Recommended or Required Reading****Resources**

Written resources books etc. internet and room materials.

Kozak, M., Akoğlan, Kat Hizmetleri Yönetimi, Detay Yay, 2008, Ankara
Kitap vb. yazılı kaynaklar, internet, ve oda malzemeleri

Course Category

Mathematics and Basic Sciences :		Education :	
Engineering :	5	Science :	
Engineering Design :		Health :	5
Social Sciences :	5	Field :	85

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	Anlatma yöntemi	Cleaning the guest rooms, bearing corre	Written resources books etc. internet an
2	Soru-cevap	The procedure that do not disturb in ho	Written resources books etc. internet an
3	Tartışma yöntemi	Cleaning to diseased room and disabled	Written resources books etc. internet an
4	Anlatma yöntemi	Polishing, cleaning of walls and pesticid	Written resources books etc. internet an
5	Anlatma yöntemi	Hygiene, personal hygiene, water hygie	Written resources books etc. internet an
6	Ornek olay incelemesi	Hygiene, personal hygiene, water hygie	Written resources books etc. internet an
7	Olay incelemesi	Acceptance of gift chose, fire and preca	Written resources books etc. internet an
8	ARASINAV	MID-TERM EXAM	MID-TERM EXAM
9	Tartışma yöntemi	The end of season procedure in houseke	Written resources books etc. internet an
10	Anlatma yöntemi	Laundry and parts, inventory, laundry e	Written resources books etc. internet an
11	Ornek olay incelemesi	The load analysis of machines and calcul	Written resources books etc. internet an
12	Tartışma yöntemi	Decoration in the hotel rooms	Written resources books etc. internet an
13	Soru-cevap	Flower arrangement and flower care	Written resources books etc. internet an
14	Ornek olay incelemesi	Example budget	Written resources books etc. internet an
15	Ornek olay incelemesi	example budget	Written resources books etc. internet an
16	FINAL	FINAL EXAM	FINAL EXAM

Course Learning Outcomes**No Learning Outcomes**

C01	Knows the general concepts concerned with housekeeping department
C02	Knows the missions of housekeeping staff
C03	Knows the equipment that used in housekeeping
C04	Knows the behavior rules of housekeeping staff

Program Learning Outcomes**No Learning Outcome**

P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	1	%30
Project	0	%0
Final examination	1	%30
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	3	42
Hours for off-the-c.r.stud	14	3	42
Assignments	2	2	4
Presentation	0	0	0
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			90
ECTS Credit of the Course			3

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

TO1047 Front Office Services					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	TO1047	Front Office Services	2	2	5

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

To inform students working of front office, to teach the technical words used at front office and preparing documents.

Teaching Methods and Techniques:

The hotel and front office parts organisation chart and this part and task specifications of staffs and functional connections between other parts, technical words used at front office, front office parts reservation, information, reception, front safe and working of operator and the content and functions of the using documents.

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor Öğr. Gör. Murat GÜLER

Assistants:**Recommended or Required Reading**

Resources ZENGİN, B., 2006, Konaklama İşletmelerinde Ön büro Yönetimi ve Ön büro Otomasyon Sistemleri, Değişim Yayınları, ZENGİN, B. 2006, Konaklama İşlet
Written resources books etc. and internet

Course Category

Mathematics and Basic Sciences :	Education :	
Engineering :	Science :	5
Engineering Design :	Health :	
Social Sciences : 5	Field :	90

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	Importance and organizational chart of front office	Written resources books etc. and internet	Written resources books etc. and internet
2	Missions of front office and front office staff	Method to recite	Written resources books etc. and internet
3	Specialities of front office staff	Method to arguing	Written resources books etc. and internet
4	Internal units of front office and relations with other departments	Case study	Written resources books etc. and internet
5	Front office systems and filing procedures	Method to recite	Written resources books etc. and internet
6	Room types and abbreviations that using	Question-answer	Written resources books etc. and internet
7	Foreign terms that using in front office	Question-answer	Written resources books etc. and internet
8	MID TERM	MID-TERM	MID-TERM
9	Types and process of reservations	Method to recite	Written resources books etc. and internet
10	Documents that used in reservation office	Case study	Written resources books etc. and internet
11	Operation and documents that used in advisory (Concierge) unit	Researching	Written resources books etc. and internet
12	Operation and documents that used in reception unit	Researching	Written resources books etc. and internet
13	Operation and documents that used in reception unit	Method to arguing	Written resources books etc. and internet
14	Operation and documents that used in front cash unit	Researching	Written resources books etc. and internet
15	Operation and documents that used in central unit	Question-answer	Written resources books etc. and internet
16	FINAL EXAM	FINAL EXAM	FINAL EXAM

Course Learning Outcomes**No Learning Outcomes**

C01	Knows the procedures to front office department of hotel management
C02	Knows the missions and specialities of front office and staff
C03	Knows the foreign terms that using in front office
C04	Knows the accommodation of document that using in front office

Program Learning Outcomes**No Learning Outcome**

P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	1	%30
Project	0	%0
Final examination	1	%30
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	2	28
Hours for off-the-c.r.stud	14	4	56
Assignments	14	4	56
Presentation	7	2	14
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			156
ECTS Credit of the Course			5

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000194 Turkish Language I					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	D0000194	Turkish Language I	2	2	2

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

Ön lisans ve lisans düzeyindeki öğrencilere kendilerini doğru ve etkili olarak doğru ifade etmeyi, ana dil bilinci edindirmeyi; panel, konferans, açtorturum, forum türü toplantıları etkili dinlemeyi öğretmektir.

Teaching Methods and Techniques:

Dersin amacı, kapsamı ve temel kavramlar hakkında bilgi verilmesi. Türk dilinin temel sorunları, kuralları. Dilin etkili ve güzel kullanımı.

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Yavuz GÜNEŞ

Assistants:**Recommended or Required Reading****Resources**

Yazım Kılavuzu, TDK Yayınları, Ankara, 2012.
Türkçe Sözlük, TDK Yayınları, Ankara, 2013.
Prof. Dr. Hanifi Vural, Türk Dili, Taşahan Kitap, Tokat, 2012.

Course Category

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

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	Türk dili dersinin içeriği ve dersle ilgili kaynakların tanıtılması.		
2	Dilin tanımı, özellikleri, dil-kültür ilişkisi ve dilin kültür taşıyıcılık özelliği. Konuşma ve yazı dili.		
3	Yeryüzündeki diller, dil aileleri ve Türkçenin bu diller arasındaki yeri ve özelliği. Türk dilinin bu güne kadar ki tarihi gelişimi v.		
4	Atatürk' ün dil hakkındaki görüşleri. Güneş-Dil Teorisi ve Atatürk' ün Türkçe hakkındaki düşünceleri.		
5	Yazım kuralları. Bazı ek ve edatların yazılışı. Özel adların, sayıların, alıntı kelimelerin yazılışı. Büyük ve küçük harflerin kullan		
6	Yazı kuralları. Bazı ek ve edatların yazılışı. Özel adların, sayıların, alıntı kelimelerin yazılışı. Büyük ve küçük harflerin kullanıld		
7	Yazım kuralları. Noktalama işaretleri, noktalama işaretlerinin bir dil için önemi. Bu işaretlerin örnek cümleler üzerinde uygula		
8	ARA SINAV		
9	Cümlenin anlamı ve yorumu. Haber cümleleri, soru cümleleri ve ünlem cümleleri.		
10	Paragraf. Paragrafa temel düşünce, paragraf çeşitleri, paragrafın içeriği, paragrafta yardımcı fikirler.		
11	Resmî yazışmalar. Dilekçe, tutanak, rapor, iş mektubu, bildiri. Bu türlerle ilgili uygulama çalışması.		
12	Cümlenin öğeleri. Düzgün bir cümle kurmada cümle öğelerinin doğru şekilde kullanılması.		
13	Anlatım bozuklukları. Sözcük düzeyinde anlatım bozuklukları. Örnek metinler üzerinde uygulama çalışması.		
14	Cümle düzeyinde anlatım bozuklukları. Çeşitli basın ve yayın organlarından derlenmiş cümle düzeyinde anlatım bozuklukları		
15	Dil yanlışlarının neden olduğu iletişim kazaları ve örnekler.		

Course Learning Outcomes**No Learning Outcomes**

C01	Dilin tanımını ve işlevlerini bilir.
C02	Edebi türleri bilir.
C03	Dil yanlışlarını tespit edebilir.
C04	Türk dilinin tarihsel gelişimini bilir.
C05	Sözlü ve yazılı olarak kendini ifade eder.

Program Learning Outcomes**No Learning Outcome**

P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	2	28
Hours for off-the-c.r.stud	14	2	28
Assignments	0	0	0
Presentation	0	0	0
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			58
ECTS Credit of the Course			2

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

TO1049 Food and Beverage Services					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
1	TO1049	Food and Beverage Services	6	5	7

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

Closing this course, students served by operations, reservation systems to create, service pre-processing, cashiering, room layout modules will

Teaching Methods and Techniques:

Planning the layout of the hall, booking the reception of the service, before and after service in the business and the process of recognition of the safe control of the checkout process, regarding the construction of the hall and safe closing of the transaction is to provide information to students

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor FİKRET GÜRSES

Assistants:**Recommended or Required Reading****Resources**

FOOD AND BEVERAGE SERVICES

YİYECEK İÇECEK HİZMETLERİ DERS NOTLARI

Course Category

Mathematics and Basic Sciences :
Engineering :
Engineering Design :
Social Sciences : 20

Education :
Science :
Health :
Field : 80

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	Restaurant lounge and bar service area to organize		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
2	Banquet and conference halls to organize		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
3	Room service offered to arrange space to organize		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
4	Technical equipment to control, to get a reservation		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
5	Reservations to control the distribution, other departments, to inform the preparation room to check availability		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
6	Service prior to the meeting, guests welcome, placement		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
7	Menu cards, providing, taking the order		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
8	Midterm Exam		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
9	Sales proposing, to inquire about guest satisfaction		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
10	Service to regulate the flow, to follow and to follow up the collection account, to bid farewell to guests		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
11	Addition to open the account to be charged, invoices, receiving and closing reports to inform the relevant departments		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
12	To check that additions can be opened, additions to the entry of additional products and to follow up		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
13	To keep track of the payment transaction		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1
14	Maintain control of materials and equipment. Make final checks		M.GÜREL, G.GÜREL, SERVİS VE BAR, İS1

Course Learning Outcomes

No	Learning Outcomes
C01	To plan the layout of the hall
C02	To create the reservation system
C03	Carry out the procedures for pre-service and service
C04	And to follow up the checkout process
C05	Service to make the closing process

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	6	84
Hours for off-the-c.r.stud	14	3	42
Assignments	14	2	28
Presentation	9	1	9
Mid-terms	1	2	2
Practice	14	3	42
Laboratory	0	0	0
Project	0	0	0
Final examination	1	3	3
Total Work Load			210
ECTS Credit of the Course			7

Contribution of Learning Outcomes to Programme Outcomes
bbb



Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria			ECTS Allocated Based on Student Workload			
In-Term Studies	Quantity	Percentage	Activities	Quantity	Duration	Total Work Load
Mid-terms	0	%0	Course Duration	0	0	0
Quizzes	0	%0	Hours for off-the-c.r.stud	0	0	0
Assignment	0	%0	Assignments	0	0	0
Attendance	0	%0	Presentation	0	0	0
Practice	0	%0	Mid-terms	0	0	0
Project	0	%0	Practice	0	0	0
Final examination	0	%0	Laboratory	0	0	0
Total		%0	Project	0	0	0
			Final examination	0	0	0
			Total Work Load			0
			ECTS Credit of the Course			0

Contribution of Learning Outcomes to Programme Outcomes





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000104		GERMAN II			
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
2	D0000104	GERMAN II	3	3	3

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Elective

Objectives of the Course:

Alman dilini temel düzeyde yazılı ve sözlü iletişim amaçlı kullanabilmek ve ileriye dönük dilin altyapısını güçlendirmektir

Teaching Methods and Techniques:

Almanca temel gramer eşliğinde güncel konular

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:****Assistants:****Recommended or Required Reading****Resources**

Einfach Grammatik
Übungsgrammatik Deutsch A1 bis B1
Langenscheidt
Berliner Platz 1
Langenscheidt

Course Category

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

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	0	%0
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	0	%0
Total		%0

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	0	0	0
Hours for off-the-c.r.stud	0	0	0
Assignments	0	0	0
Presentation	0	0	0
Mid-terms	0	0	0
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	0	0	0
Total Work Load			0
ECTS Credit of the Course			0

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000107 Ataturk's Principles and History of Turkish Revolution II					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
2	D0000107	Ataturk's Principles and History of Turkish Revolution II	2	2	2

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

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.

Teaching Methods and Techniques:

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

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:****Assistants:****Recommended or Required Reading****Resources****Course Category**

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

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	Of national struggle	Rebellions against the Parliament, The Treaty of Sevres	
2	Of national struggle	National War Fronts: The west facade, The South facade, The east facade.	
3	Of national struggle	Treaties which halted fighting: The Armistice of Mudanya, The Treaty of Lausanne.	
4	Establishment of the Republic of Turkey	Abolition of the sultanate, declaration of the republic, abolition of the caliph	
5	The democratization of the republic	People's Party, Progressive Republican Party, Free Republican Party, Democratic Pa	
6	Secularizing of the republic	Secularizing of the state management. Secularizing of the constitution. Secularizing of the edu	
7	The principle of nationalism	National government, The national history (Turkish Historical Society), National language (Turl	
8	Midterm Exam		
9	The principle of statism	Economics Congress of Turkey, national economy, promotion of private enterprise and develop	
10	Reactions to the Reforms	The rebellion of Seyh Sait, assassination attempt on Ataturk in Izmir, The Menemen event.	
11	The constitutions of Turkish History	1876, 1909, 1921, 1924, 1960, 1982 Constitutions and their feautres.	
12	Revolutions in the field of education	Tevhid-i Tedrisat Kanunu (The Law of Teaching Unification), Alphabet revolution, F	
13	Social Reforms	The hat and attire revolution, The abolition of dervish lodges, angles, tombs and religious orders, surnam	
14	Turkish foreign policy	Turkey's strategic importance, Liberation War era foreign policy, Turkish foreign policy of the Atatür	
15	Turkish foreign policy	Turkish foreign policy after Atatürk.	

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	2	28
Hours for off-the-c.r.stud	14	2	28
Assignments	0	0	0
Presentation	2	1	2
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			60
ECTS Credit of the Course			2

Contribution of Learning Outcomes to Programme Outcomes
bbb





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000141		English II			
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
2	D0000141	English II	3	3	3

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Elective

Objectives of the Course:

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.

Teaching Methods and Techniques:

Compulsory Course

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor Osman Öncü

Assistants:**Recommended or Required Reading****Resources**

English For Life Beginner Oxford University Press (Course Book)

Course Category

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

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	talking about jobs	present simple question	talking about interests
2	simple adjectives (big, small, old, ..)	have got / has got	writing e-mails
3	asking for a seat	parts of the body	have got / has got questions
4	describing illnesses	asking for things	free time activities
5	can / can't	inviting somebody to somewhere	
6	parts of a house	there is / there are	describing a house
7	ordinal numbers	asking where places are	clothes
8	Mid term exam		
9	present continuous tense	describing clothes	saying goodbye
10	transport	present continuous questions	prepositions: in / on
11	talking about future plans	future time expressions	places and prepositions
12	past simple and past time expressions	expressing feelings	
13	emergency services	past simple regular verbs	
14	expressing reason	talking about dates	

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	3	42
Hours for off-the-c.r.stud	14	3	42
Assignments	0	0	0
Presentation	0	0	0
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			86
ECTS Credit of the Course			3

Contribution of Learning Outcomes to Programme Outcomes
bbb



Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria			ECTS Allocated Based on Student Workload			
In-Term Studies	Quantity	Percentage	Activities	Quantity	Duration	Total Work Load
Mid-terms	0	%0	Course Duration	0	0	0
Quizzes	0	%0	Hours for off-the-c.r.stud	0	0	0
Assignment	0	%0	Assignments	0	0	0
Attendance	0	%0	Presentation	0	0	0
Practice	0	%0	Mid-terms	0	0	0
Project	0	%0	Practice	0	0	0
Final examination	0	%0	Laboratory	0	0	0
Total		%0	Project	0	0	0
			Final examination	0	0	0
			Total Work Load			0
			ECTS Credit of the Course			0

Contribution of Learning Outcomes to Programme Outcomes





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

D0000195 Turkish Language II					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
2	D0000195	Turkish Language II	2	2	2

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

To make students become familiar with the correct, beautiful and efficient use of the Turkish language to make them base the written and spoken intercourse of the language on strong principals to make them gain their skills in correspondence, presentations and explanations successfully in their business life to make them become intellectual individuals who read, think, inquire and bring solutions.

Teaching Methods and Techniques:

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

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Asist Prof.Dr. YAVUZ GÜNEŞ

Assistants:**Recommended or Required Reading****Resources****Course Category**

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

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	marks of punctuation. (point, comma, semicolon, double point, interjection)		
2	marks of punctuation. (inverted commas, paranthesis)		
3	The rules of orthography. (Writing of capitals and numbers and compounds)		
4	The rules of orthography. (writing of idioms, dieresis, quotation words and foreign proper nouns)		
5	The rules of orthography. (The writing of abbreviation and some additions.)		
6	composition. (definition, aim, being succesful in composition)		
7	The methods of composition. (The constitutetion of assistant reflection and main reflection.)		
8	The methods of composition. (The constitutetion of paragraph, the methods of progress of reflection in paragraph)		
9	The properties of expression		
10	Failure to expression properly.		
11	The forms of expression. (collecting homeworks)		
12	varieties of expression. (oral expression)		
13	varieties of expression. (written expression- letter, petition)		
14	varieties of expression.(written expression- story, fiction, theatre, verse)		

Course Learning Outcomes

No	Learning Outcomes
C01	Understands the rules of writing on a topic, improves writing skills.
C02	Oral presentation and communication skills are gained.
C03	Written and oral expression and to communicate accurate and effective use of language is to understand, short equity requests, but being able to fully express, petition writing, report preparation t
C04	Understand that our language is Turkish its place among the world ' s languages??.
C05	Using the word in sentences comprehend the wrongs done in establishing the rules of spelling, punctuation, gains the ability to use correct and appropriate.
C06	Apart from textbooks, information texts to be read from a variety of genres, manners, life changing experience and perspective on life, the habit of seeing nice gains different opinions.
C07	Academic listening to a conversation, to ask questions, learn to make the necessary explanations, so how it should be understood that behavior within society and apply.

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
P14	To have knowledge and use of equipment and equipment used in accommodation establishments
P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	2	28
Hours for off-the-c.r.stud	14	2	28
Assignments	0	0	0
Presentation	0	0	0
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			58
ECTS Credit of the Course			2

Contribution of Learning Outcomes to Programme Outcomes
bbb



Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
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P15	To have the ability to identify the problems in accommodation establishments, to make decisions for their solution and to implement them.
P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria			ECTS Allocated Based on Student Workload			
In-Term Studies	Quantity	Percentage	Activities	Quantity	Duration	Total Work Load
Mid-terms	0	%0	Course Duration	0	0	0
Quizzes	0	%0	Hours for off-the-c.r.stud	0	0	0
Assignment	0	%0	Assignments	0	0	0
Attendance	0	%0	Presentation	0	0	0
Practice	0	%0	Mid-terms	0	0	0
Project	0	%0	Practice	0	0	0
Final examination	0	%0	Laboratory	0	0	0
Total		%0	Project	0	0	0
			Final examination	0	0	0
			Total Work Load			0
			ECTS Credit of the Course			0

Contribution of Learning Outcomes to Programme Outcomes





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

TO2017 Environmental Protection					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
3	TO2017	Environmental Protection	2	2	3

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Elective

Objectives of the Course:

Environmental and human health protection, applications

Teaching Methods and Techniques:

Environmental protection methods, types of pollution and measures

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:**

Instructor Birgül KÖSTEK

Assistants:**Recommended or Required Reading**

Resources	Megep ders notları Lecturer's presentation, applications in the environment	Turizm ve Çevre (Çevre Koruma), Bahar Kınacı/ Nalan Albuz Pehlivan/ Güneş Seyhan/ PEGEM AKADEMİ
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Course Category

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

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	Environmental regulations		
2	Environmental regulations		
3	Environmental regulations		
4	Risk analysis		
5	Risk analysis		
6	Waste storage		
7	Waste storage		
8	Midterm exam		
9	Personal protection measures		
10	Personal protection measures		
11	Personal protection measures		
12	International health and safety warnings, worker health and occupational safety regulations		
13	International health and safety warnings, worker health and occupational safety regulations		
14	International health and safety warnings, worker health and occupational safety regulations		

Course Learning Outcomes

No	Learning Outcomes
C01	Obeying environmental and human health protection rules

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
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P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	2	28
Hours for off-the-c.r.stud	10	2	20
Assignments	14	2	28
Presentation	0	0	0
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			78
ECTS Credit of the Course			3

Contribution of Learning Outcomes to Programme Outcomes
bbb



Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
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P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
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P03	To have the awareness of the necessity of gaining new knowledge and skills throughout life
P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria			ECTS Allocated Based on Student Workload			
In-Term Studies	Quantity	Percentage	Activities	Quantity	Duration	Total Work Load
Mid-terms	0	%0	Course Duration	0	0	0
Quizzes	0	%0	Hours for off-the-c.r.stud	0	0	0
Assignment	0	%0	Assignments	0	0	0
Attendance	0	%0	Presentation	0	0	0
Practice	0	%0	Mid-terms	0	0	0
Project	0	%0	Practice	0	0	0
Final examination	0	%0	Laboratory	0	0	0
Total		%0	Project	0	0	0
			Final examination	0	0	0
			Total Work Load			0
			ECTS Credit of the Course			0

Contribution of Learning Outcomes to Programme Outcomes





Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hospitality Management

TO2013 Tourism Geography					
Semester	Course Unit Code	Course Unit Title	L+P	Credit	Number of ECTS Credits
3	TO2013	Tourism Geography	3	3	3

Mode of Delivery:

Face to Face

Language of Instruction:

Turkish

Level of Course Unit:

Associate

Work Placement(s):

No

Department / Program:

Tourism and Hospitality Management

Type of Course Unit:

Required

Objectives of the Course:

Turizm öğrencilerinin ileride yapacakları turizm mesleğinde diğer ülkelerinin turistik destinasyonlarını bilmeleri, dünya turizm hareketleri ve tur rotaları hakkında bilgi sahibi olabilmelerini amaçlamaktadır.

Teaching Methods and Techniques:

Bu ders, Türkiye Turizm Coğrafyası dersinin devamı olan bir derstir. Turizm olgusunun ve turizm endüstrisinin çeşitli kavramlarının ele alındığı bir alan dersidir. Bu derste, dünyada cazibe merkezleri, Dünya turizmi içerisindeki Türkiye turizminin payı konuları ele alınmaktadır.

Prerequisites and co-requisites:**Course Coordinator:****Name of Lecturers:****Assistants:****Recommended or Required Reading****Resources****Course Category**

Mathematics and Basic Sciences :		Education :	
Engineering :		Science :	
Engineering Design :		Health :	
Social Sciences :	40	Field :	60

Weekly Detailed Course Contents

Week	Topics	Study Materials	Materials
1	Dünya turizm hareketlerinin incelenmesi		
2	Avrupa turizm destinasyonları (Fransa, İspanya)		
3	Avrupa turizm destinasyonları (İtalya)		
4	Diğer Avrupa turizm destinasyonları		
5	Amerika turizm destinasyonları		
6	Güney Amerika turizm destinasyonları		
7	Güney Amerika turizm destinasyonları		
8	ARA SINAV		
9	Uzak Doğu turizm destinasyonları		
10	Uzak Doğu turizm destinasyonları		
11	Uzak Doğu turizm destinasyonları		
12	Afrika turizm destinasyonları		
13	Asya turizm destinasyonu		
14	Asya turizm destinasyonu		
15	Dünya turizm pazarında Türkiye'nin yeri		
16	YARIYIL SONU SINAVI		

Program Learning Outcomes

No	Learning Outcome
P01	To have scientific and professional ethical values.
P02	Gain analytical and critical thinking skills
P04	To know the basic concepts related to the tourism sector
P05	To be conscious of tourism and natural, cultural and social environment relations
P08	To have the ability to use information technologies in the field at a good level
P09	To have managerial knowledge and skills in the field
P10	To be competent in human relations and behaviors required by the tourism industry
P11	To follow the trends in the field
P12	Having knowledge of entrepreneurship and business establishment processes in the field of hospitality management
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P13	To have knowledge and skills in the subjects required by the profession
P06	To have knowledge of a foreign language at a level to be able to follow current issues and researches in the field and to communicate
P07	Having the ability to work in a team

Assessment Methods and Criteria		
In-Term Studies	Quantity	Percentage
Mid-terms	1	%40
Quizzes	0	%0
Assignment	0	%0
Attendance	0	%0
Practice	0	%0
Project	0	%0
Final examination	1	%60
Total		%100

ECTS Allocated Based on Student Workload			
Activities	Quantity	Duration	Total Work Load
Course Duration	14	2	28
Hours for off-the-c.r.stud	14	1	14
Assignments	0	0	0
Presentation	14	4	56
Mid-terms	1	1	1
Practice	0	0	0
Laboratory	0	0	0
Project	0	0	0
Final examination	1	1	1
Total Work Load			100
ECTS Credit of the Course			3

Contribution of Learning Outcomes to Programme Outcomes
bbb

