



Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hotel Management

İNG101	English I				
Semester	Code	Name	T+P	Credit	ECTS
1	İNG101	English I	2	2	2

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
Tourism and Hotel Management		None	Instructor H.Tüzün PAÇCI	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)



Tokat Gaziosmanpaşa University

Tokat Vocational School
Tourism and Hotel Management

TO2001	BUSINESS ADMINISTRATION				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2001	BUSINESS ADMINISTRATION	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
Tourism and Hotel Management		None	Asist Prof.Dr. İBRAHİM CEMAL GENÇAY	None

The aim of lesson :

To Provide Competencies Related to Establishing a Business, Business Development Procedures, Business Management and Business Functions

Course Contents :

Concepts of Business, Enterprise, Entrepreneur, and Manager Management Theories and Development Process Contemporary Management Approaches



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Tokat Vocational School
Tourism and Hotel Management

TO2003	TOUR OPERATOR AND TRAVEL AGENCY				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2003	TOUR OPERATOR AND TRAVEL AGENCY	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
Tourism and Hotel Management		None	Specialist Dr. Birgül Köstek birgul.kostek@gop.edu.tr	None

The aim of lesson :

The aim of the course is to introduce students to travel industry businesses and to help them remember how to carry out tour planning, preparation, marketing and management processes, which are the basic duties of tour operators.

Course Contents :

The topics covered are: introduction of tour operating and travel agency companies operating in the travel sector, teaching their operations and functions, tour types and staff involved in tours, tour planning, tour preparation, marketing and tour execution.



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Tourism and Hotel Management

TO2005	TOURISM MARKETING				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2005	TOURISM MARKETING	3	3	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
Tourism and Hotel Management			None	Specialist Dr. Birgül Köstek birgul.kostek@gop.edu.tr	None

The aim of lesson :

Marketing is seen as the most important issue facing tourism businesses in our country today, as they have reached a certain point in terms of numbers. This course will provide students with information about modern marketing and the necessary competencies.

Course Contents :

This course covers basic marketing concepts and the concept of marketing in tourism, tourist purchasing behavior, product development, marketing strategies, market segmentation, pricing decisions, advertising and public relations activities in marketing, and international marketing.



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Tourism and Hotel Management

TO2007	HOTEL MANAGEMENT AUTOMATION SYSTEMS				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2007	HOTEL MANAGEMENT AUTOMATION SYSTEMS	4	3	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
Tourism and Hotel Management			None	Asist Prof.Dr. İBRAHİM CEMAL GENÇAY	None

The aim of lesson :

This course aims to provide students with the necessary skills to perform accommodation and registration procedures using the necessary automation programs in the Front Office department of accommodation establishments.

Course Contents :

Sentez Hotel Front Office Automation Software Elektra Hotel Front Office Automation Software



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Tourism and Hotel Management

TO2009	TOURISM ECONOMY				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2009	TOURISM ECONOMY	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
Tourism and Hotel Management			None	Specialist Dr. Birgül Köstek birgul.kostek@gop.edu.tr	None

The aim of lesson :

The aim of this course is to provide information that will enable the evaluation of basic economic issues used in economic analysis in tourism enterprises from a tourism perspective.

Course Contents :

Basic definitions and concepts of economics, economic aspects of tourism, the impact of tourism on the economy, tourism supply and demand estimation, interpretation of economic data of the country and tourism enterprises.



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TO1052	ROOM OPERATIONS IN THE FRONT OFFICE				
Semester	Code	Name	T+P	Credit	ECTS
2	TO1052	ROOM OPERATIONS IN THE FRONT OFFICE	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
Tourism and Hotel Management			None	Instructor Murat Güler	None
The aim of lesson :					
To inform students working of front office, to teach the technical words used at front office and preparing documents.					
Course Contents :					
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 fron office, front office parts reservation, information, reception, front safe and working of operator and the content and functions of the using documents.					



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TO1054	TOURISM MANAGEMENT				
Semester	Code	Name	T+P	Credit	ECTS
2	TO1054	TOURISM MANAGEMENT	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
Tourism and Hotel Management			None	Asist Prof.Dr. İBRAHİM CEMAL GENÇAY	None
The aim of lesson :					
To be able to recognize the tourism and accommodation industry, to know all departments in accommodation establishments and to understand their administrative activities and management functions.					
Course Contents :					
Knowledge of Basic Concepts Related to the Tourism Industry Knowledge of Support Services in Tourism Enterprises					



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TO1056	TOURISM MANAGEMENT II				
Semester	Code	Name	T+P	Credit	ECTS
2	TO1056	TOURISM MANAGEMENT II	6	5	8
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
Tourism and Hotel Management			Instructor Fikret Gürses fikret.gurses@gop.edu.tr	Instructor FİKRET GÜRSES	None
The aim of lesson :					
The aim of this course is to provide students with fundamental knowledge and skills in the food and beverage service industry.					
Course Contents :					
This course aims to equip students with a professional perspective on the food and beverage services sector. This introduction to the food and beverage sector examines the historical development and importance of food and beverage services, a key component of the tourism industry, and the fundamental operational processes within the sector. Students will learn about the types of businesses operating in this field, their organizational structures, and career opportunities.					



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TO1058	CLEANING PROCEDURES IN FLOOR SERVICES				
Semester	Code	Name	T+P	Credit	ECTS
2	TO1058	CLEANING PROCEDURES IN FLOOR SERVICES	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
Tourism and Hotel Management			None	Instructor Murat Güler	None
The aim of lesson :					
To teach about cleaning in the hotel					
Course Contents :					
Cleaning system, and Using Cleaning materials, choosing the cleaning liquids					



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Tokat Vocational School Tourism and Hotel Management

TO2019	INTRODUCTION TO KITCHEN TECHNOLOGIES				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2019	INTRODUCTION TO KITCHEN TECHNOLOGIES	4	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
Tourism and Hotel Management			None	Instructor Sevim Zeynep Yürüdü zeynep.yurudur@gop.edu.tr	None

The aim of lesson :

The aim of this course is to enable the student to learn kitchen planning, duties and responsibilities in the kitchen, the importance of personal hygiene and kitchen hygiene, the use of knives and other kitchen equipment, international cutting techniques, the use of basic kitchen products and their preliminary preparation, and the international cooking techniques used in the kitchen.

Course Contents :

The Importance of Kitchen Planning, Kitchen Job Descriptions, Kitchen Parts and Equipment, Materials Used in Kitchen Equipment, Knife Types and Chopping Tools, International Joinery Techniques, International Cooking Techniques, Meat Cooking Techniques, Dried Legumes and Grains Cooking Techniques, Fonds



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TO2011	BAR SERVICE				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2011	BAR SERVICE	6	5	6
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
Tourism and Hotel Management			Instructor Fikret Gürses fikret.gurses@gop.edu.tr	Instructor FİKRET GÜRSES	None

The aim of lesson :

The Bar Service course aims to equip students with professional bar service and beverage serving skills. The overall goal of this course is to teach students the fundamentals of beverage service, bartending skills, and effective communication with guests, while also preparing them to apply professional service standards.

Course Contents :

The Bar Service course aims to equip students with the fundamental knowledge and practice of serving drinks in a bar environment, using bar equipment, preparing cocktails, hygiene practices, customer relations, and the bartending profession. This course, with both theoretical and practical aspects, aims to introduce beverage culture and develop service skills.



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TO2006	TOURISM LEGISLATION				
Semester	Code	Name	T+P	Credit	ECTS
4	TO2006	TOURISM LEGISLATION	3	3	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
Tourism and Hotel Management			None	Instructor Birgül Köstek birgul.kostek@gop.edu.tr	None

The aim of lesson :

To put forward the legislation regulating tourist relations in line with Turkish tourism policies.

Course Contents :

The characteristics, qualifications, sources and freedom of travel concepts of tourism law; the three basic laws regulating tourism, the Tourism Encouragement Law No. 2634, the TÜRSAB Law No. 1618, the Ministry of Culture and Tourism organization law No. 4848 and the statutes and regulations in these laws.



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FRA102	French II				
Semester	Code	Name	T+P	Credit	ECTS
2	FRA102	French II	2	2	2
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
Tourism and Hotel Management			None	None	None

The aim of lesson :

Course Contents :



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ALM101	GERMAN I				
Semester	Code	Name	T+P	Credit	ECTS
1	ALM101	GERMAN I	2	2	2
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
Tourism and Hotel Management			None	Ömer Lütfi İSPİRLİ Ömer Lütfi İSPİRLİ Ayşe ERYAMAN 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	None

The aim of lesson :

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

Course Contents :

Almanca temel gramer eşliğinde güncel konular

To inform about the definition of environment and the causes of pollution, water, solid waste, air, soil, noise pollution and prevention methods



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TO2002	VOCATIONAL EDUCATION IN BUSINESS				
Semester	Code	Name	T+P	Credit	ECTS
4	TO2002	VOCATIONAL EDUCATION IN BUSINESS	25	15	23
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	
Tourism and Hotel Management		Instructor Fikret Gürses fikret.gurses@gop.edu.tr	Instructor FİKRET GÜRSES	None	

The aim of lesson :

The "Vocational Education in Business Administration" course, specifically included in Tourism and Hotel Management programs, aims to provide students with direct, hands-on training in hotel or tourism establishments for a specific number of hours per week (e.g., 25 hours). The aim of this course is to enable students to consolidate their theoretical knowledge in a real-world business environment and gain professional competence.

Course Contents :

The "Vocational Education in Business Administration" course, which includes a practical requirement, is a hands-on training process where students gain direct experience in hotel operations. The course content aims to develop students' knowledge, skills, and attitudes across various departments of the tourism and hotel industry.



Tokat Gaziosmanpaşa University

Tokat Vocational School Tourism and Hotel Management

TO2008	HYGIENE AND SANITATION				
Semester	Code	Name	T+P	Credit	ECTS
4	TO2008	HYGIENE AND SANITATION	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	
Tourism and Hotel Management		None	Instructor Birgül Köstek birgul.kostek@gop.edu.tr	None	

The aim of lesson :

To provide information about the hygiene and sanitation rules applied to keep or remove microorganisms that threaten human health from food and the business environment and to teach the hygiene and sanitation methods that must be applied in food businesses for safe food production.

Course Contents :

It covers the importance of hygiene and sanitation, the relationship between sanitation and microorganisms, sanitation practices in various food processing areas, disinfectants and disinfection methods, water hygiene, personnel hygiene, hygiene of businesses, and management of sanitation processes.



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Tokat Vocational School Tourism and Hotel Management

TO2015	Floor Control				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2015	Floor Control	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	
Tourism and Hotel Management		Instructor Murat Güler murat.guler@gop.edu.tr	Instructor MURAT GÜLER	None	

The aim of lesson :

The current situation is determined through the control function, one of the management functions. As in every department, the planning function determines goals, objectives, and desired standards. The process of evaluating these goals and objectives based on these standards constitutes control.

Course Contents :

The Concept of Control in Housekeeping The control function, one of the management functions, determines the current situation. As in every department, the planning function determines goals, objectives, and desired standards. The process of evaluating these goals and objectives based on these standards constitutes control.



Tokat Gaziosmanpaşa University

Tokat Vocational School Tourism and Hotel Management

AIİT102	Ataturk's Principles and History of Turkish Revolution II				
Semester	Code	Name	T+P	Credit	ECTS
2	AIİT102	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
Tourism and Hotel Management			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.



Tokat Gaziosmanpaşa University

Tokat Vocational School Tourism and Hotel Management

İNG102	English II				
Semester	Code	Name	T+P	Credit	ECTS
2	İNG102	English II	2	2	2
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
Tourism and Hotel Management			None	Instructor Hatice Tüzün Paçcı	None

The aim of lesson :

The objective of this course is to be able to bring the students to the A2 Level in terms of CEF.

Course Contents :

Compulsory Foreign Language Course (English)



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AIİT101	Ataturk's Principles and History of Turkish Revolution I				
Semester	Code	Name	T+P	Credit	ECTS
1	AIİT101	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
Tourism and Hotel Management			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.



Tokat Gaziosmanpaşa University

Tokat Vocational School Tourism and Hotel Management

TO1001	Introduction To Tourism				
Semester	Code	Name	T+P	Credit	ECTS
1	TO1001	Introduction To Tourism	3	3	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
Tourism and Hotel Management			None	Asist Prof.Dr. ibrahim cemel GENÇAY ibrahimcemel.gencay@gop.edu.tr	None

The aim of lesson :

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

Course Contents :

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



Tokat Gaziosmanpaşa University

Tokat Vocational School Tourism and Hotel Management

TO1045	Housekeeping Operations				
Semester	Code	Name	T+P	Credit	ECTS
1	TO1045	Housekeeping Operations	3	3	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
Tourism and Hotel Management			None	Instructor Öğr.Gör.Murat GÜLER	None

The aim of lesson :

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

Course Contents :

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



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Tokat Vocational School Tourism and Hotel Management

TO1049	Food and Beverage Services				
Semester	Code	Name	T+P	Credit	ECTS
1	TO1049	Food and Beverage Services	6	5	8
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
Tourism and Hotel Management			None	Instructor FİKRET GÜRSER	None

The aim of lesson :

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

Course Contents :

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



Tokat Gaziosmanpaşa University

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KRY102	Career Planning				
Semester	Code	Name	T+P	Credit	ECTS
2	KRY102	Career Planning	1	1	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
Tourism and Hotel Management		None	Asist Prof.Dr. İBRAHİM CEMAL GENÇAY	None

The aim of lesson :

The aim of the course is to examine the concepts and applications of Career Planning management from a broad perspective and to evaluate the role and functions of Career Planning management within the key areas of talent, reward, development and relationships.

Course Contents :

Knowledge of Basic Concepts Related to Career Planning Knowledge of Development Factors in Career Planning Management



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TD101	Turkish Language I				
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
Tourism and Hotel Management		None	Yavuz GÜNEŞ	None

The aim of lesson :

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

Course Contents :

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



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TO1047	Front Office Services				
Semester	Code	Name	T+P	Credit	ECTS
1	TO1047	Front Office Services	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
Tourism and Hotel Management		None	Instructor Öğr.Gör.Murat GÜLER	None

The aim of lesson :

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

Course Contents :

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.



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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
Tourism and Hotel Management		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 writen 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.



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TO2013	Tourism Geography				
Semester	Code	Name	T+P	Credit	ECTS
3	TO2013	Tourism Geography	3	3	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
Tourism and Hotel Management		None	Instructor Murat Güler murat.guler@gop.edu.tr	None

The aim of lesson :

To know the basic concepts related to the tourism sector

Course Contents :

To be conscious of tourism and natural, cultural and social environment relations



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Tokat Vocational School Tourism and Hotel Management

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
Tourism and Hotel Management		None	Instructor Selim ÇAKAR	None

The aim of lesson :

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.

Course Contents :

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