

YUKSEK IHTISAS UNIVERSITY

VOCATIONAL SCHOOL OF HEALTH SERVICES

Course Title	Course Code	Program	Course Level
Introduction to Accounting	TDS 206	Medical Documentation and Secretarial	Associate

Term		Teaching /Demonstration methods and Credits							
		Theoretical	Practical	Lab.	Project /Homework/ Field Work	Seminar/ Work Shop	Other	Local Credits	ECTS Credits
Fall ()	Spring (X)	2	0	0	0	0	0	3	3

Lecturer	Assistant Professor Alişan BALTACI
Language of the Course	Turkish
Type of Course	Compulsory (X) Elective ()
Prerequisites of the Course	No
Aim of the Course	Teaching principles of accounting.
Content of the Course	<ul style="list-style-type: none"> • Basic Notions of Accounting, • Accounting Principles, • Accounting Process,
Learning Outcomes (LO)	Students will learn; <ol style="list-style-type: none"> 1. Basics of accounting, 2. Basic notions of book keeping, 3. Principles of financial tables, 4. Legal papers according to accounting system.
Course format	Face to face
Recommended Reading / Resources	Sevilengül, Orhan. (2016). Genel Muhasebe. Gazi Kitabevi.
Practice / Training	-

	Week	Topics
Course Curriculum	Week-1	Definition and Historical Development of Accounting
	Week-2	Accounting as an Information System
	Week-3	Basic Notions of Accounting
	Week-4	Generally Accepted Accounting Principles
	Week-5	Financial Statements
	Week-6	Accounts and Charecteristics of Accounts
	Week-7	Mid-Term Exam
	Week-8	Uniform Chart of Accounts
	Week-9	Accounting Process and Legal Book of Accounts
	Week-10	Cash and Cash Equivalentents
	Week-11	Recievables
	Week-12	Financial Assests
	Week-13	Stocks
	Week-14	Course Repetition
	Week-15	Final Exam

	Percentage (%)
Mid-Term Exam	40
Quizes	
Homeworks/Term Papers	
Practical training	
Labs	
Projects/Field Works	
Seminars/Workshops	
Final Exam	60
Other	-
Total (%)	100

Program competencies (P) / Course Learning Outcomes (LO) Matrix				
	LO-1	LO-2	LO-3	LO-4
P1	X	X	X	X
P2				
P3	X	X	X	X
P4				
P5	X	X	X	X
P6	X	X	X	X
P7				
P8	X	X	X	X
P9				
P10				
P11	X	X	X	X
P12				