



ÇANKAYA UNIVERSITY

Faculty of Economics and Administrative Sciences

Course Definition Form

Part I. Basic Course Information

Department Name <i>Use capital letters only</i>	MANAGEMENT	Dept. Numeric Code	3 2
Course Code	Dept. Code+Course No M A N 4 1 8	Number of weekly lecture hours	3
		Number of weekly lab/ tutorial hours	-
		Number of Credit Hours	3
Course Web Site <i>Use capital letters only</i>		ECTS Credit	0 5

Course Name

This information will appear in the printed catalogs and on the web online catalog.

English Name *maximum 40 characters*

Business Ethics

Abbreviated English Name *maximum 15 characters*

Buss.Eth.

Turkish Name *maximum 40 characters*

İş Etiği

Abbreviated Turkish Name *maximum 15 characters*

Etik

Prerequisites (if any) <i>Give course codes and check all that are applicable.</i>	1 st	2 nd	3 rd	4 th
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	<input checked="" type="checkbox"/> Consent of the Instructor <input type="checkbox"/> Give others, if any.		Prior knowledge of management is strongly recommended.	
	<input type="checkbox"/> Senior Standing			
Co-requisites (if any)	1 st	2 nd	3 rd	4 th
	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Course Type <i>Check all that are applicable</i>				
<input type="checkbox"/> Must course for Dept. <input type="checkbox"/> Must course for other dept(s) <input checked="" type="checkbox"/> Elective course for Dept. <input checked="" type="checkbox"/> Elective course for other dept(s)				

Is the new course replacing a former course in the curriculum?											
Former Course's Code	Dept. Code+Course No <table border="1"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>									Former Course's Name	
Is there any similar course which has content overlap with other courses offered by the university?			<input type="checkbox"/> Yes <input type="checkbox"/> No								
Most Similar Course	Dept. Code+Course No <table border="1"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>									Course Name	

Frequency of Offerings <i>Check all semesters that the course is planned to be offered.</i>	<input type="checkbox"/> Fall	<input checked="" type="checkbox"/> Spring	<input type="checkbox"/> Summer
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First Offering					
Academic Year	<input type="checkbox"/>	<input type="checkbox"/>	Semester	<input checked="" type="checkbox"/> Spring	<input type="checkbox"/> Fall
Maximum Class Size Proposed	30	Student Quota for Other Departments	10	Approximate Number of Students Expected to Take the Course	20

Part II. Detailed Course Information

Justification for the proposal <i>Maximum 80 words</i>
The increasing competition of companies in the world in the international arena brings with it the study of many business ethics issues. In this sense, it is important to create a common understanding of business ethics. Thus, this course will enable students to be equipped on how to create a universal understanding of business ethics.

Course Description <i>Provide a brief overview of what is covered during the semester. This information will appear in the printed catalogs and on the web online catalog. Maximum 60 words.</i>
This course is aimed to build a basic understanding of the concept "business ethics" and to provide a clear understanding of how to identify ethical issues in business. By this course, students will be able to explain why ethics is crucial in business, describe ethical decision-making process and describe moral principles. Additionally, this course also focuses on corporate social responsibility issues.

Course Objectives <i>Explain the aims of the course. Maximum 100 words.</i>
The objectives of the course are: - to develop an understanding of the concept and main aspects of business ethics. - to create awareness and common understanding of business ethics and corporate social responsibility - to improve the ability of the students in identifying different theories about the ethics. - to improve the ability of the students in analyzing ethical problems and finding solutions

Learning Outcomes <i>Explain the learning outcomes of the course. Maximum 10 items.</i>
Upon the successful completion of the course students will: 1. To be able to define the concepts of ethics and morality 2. To be able to define ethical theories 3. To comprehend and follow up the current issues of business ethics 4. To be able to define ethical problems 5. To be able to define ethical decision-making process 6. Analyze ethical problems and find solutions 7. To define the concept of working ethics 8. To be able to distinguish the subjects that may be subject to Business Ethics at work. 9. To be able to use the concepts of social responsibility and business ethics in other functions of business administration.

Course Outline <i>List the topics covered within each week.</i>	
Week	Topic(s)
1	Syllabus discussing and introduction of the course_Definition and Scope of Ethics
2	Business Ethics in a Global Economy /Chapter 1

3	Social Responsibility/Chapter 2
4	Managing Ethical Business Concerns /Chapter 3
5	Responding to Compliance and Social Responsibility Opportunities /Chapter 4
6	Understanding and Supporting Ethical Conduct in the Organization /Chapter 5
7	Midterm
8	Philosophical Understanding of Ethical Decision Making /Chapter 6
9	Organizational Dimensions of Ethical Decision Making /Chapter 7
10	Organizational Approaches to Managing Ethical Decision Making /Chapter 8
11	Global Dimensions of Ethical Decision Making /Chapter 10
12	Business Ethics in Companies I/cases
13	Business Ethics in Companies II/cases
14	Business Ethics in Companies III/cases

Textbook(s)

List the textbook(s), if any, and other related main course materials.

Author(s)	Title	Publisher	Publication Year	ISBN
John Fraedrich, Linda Ferrell, O. C. Ferrell	Ethical Decision Making in Business: A Managerial Approach	South-Western	2013	9781111826611

Reference Books

List the reference books as supplementary materials, if any.

Author(s)	Title	Publisher	Publication Year	ISBN

Teaching Policy

Explain how you will organize the course (lectures, laboratories, tutorials, studio work, seminars, etc.)

Three hours of lecturing. Case Studies about competitiveness of firms will be provided to students in order to foster discussion. Students are expected to read these cases before each lecture.

Laboratory

Give the number of laboratory/studio hours required per week, if any, to do supervised laboratory, and list the names of the laboratories in which these sessions will be conducted.

N/A

Computer Usage

Briefly describe the computer usage and the hardware/software requirements in the course.

N/A

Grading Policy

List the assessment tools and their percentages that may give an idea about their relative importance to the end-of-semester grade.

Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage
Term Project	1	25%						
Midterm Exam	1	30%						
Final Exam	1	45%						

ECTS Workload

List all the activities considered under the ECTS.

Activity	Quantity	Duration (hours)	Total Workload (hours)
Attending Lectures (<i>weekly basis</i>)	14	3	42
Attending Labs/Recitations (<i>weekly basis</i>)	-	-	-
Preparation beforehand and finalizing of notes (<i>weekly basis</i>)	14	0.5	7
Collection and selection of relevant material (<i>once</i>)	1	2	2
Self-study of relevant material (<i>weekly basis</i>)	14	1	14
Homework assignments/Examples	10	2	20
Preparation for Quizzes	-	-	-
Preparation for Midterm Exams (<i>including the duration of the exams</i>)	1	15	15
Preparation of Term Paper/Case Study Report (<i>including oral presentation</i>)	1	20	20
Preparation of Term Project/Field Study Report (<i>including oral presentation</i>)	-	-	-
Preparation for Final Exam (<i>including the duration of the exam</i>)	1	30	30
TOTAL WORKLOAD			150
TOTAL WORKLOAD / 30			5
ECTS Credit			5

Program Qualifications vs. Course's Learning Outcomes						
<i>Consider the below program qualifications determined in terms of learning outcomes of all the courses in the curriculum and capabilities. Look at the learning outcomes of this course given above. Relate these two using the Likert Scale by marking with X in one of the five choices at the right.</i>						
No	Program Qualifications (Specific to each program)	Contribution				
		0	1	2	3	4
1	Acquire detailed knowledge concerning the economic and legal environment in which the business entities operate.					X
2	Have profound theoretical background knowledge in basic business functions comprising organization and management, accounting, finance, marketing, and production and operations management.				X	
3	Obtain basic and intermediate level knowledge in quantitative techniques and methods that are predominantly used in business and management.	X				
4	Have more specific knowledge in one of the business functions (including the mastery of quantitative approaches) that he/she has chosen to specialize.				X	
5	Be able to apply the professional knowledge necessary to establish and/or run a business, or a department within a business entity.					X
6	Be able to collect, edit, analyze, and interpret the representative data by applying both qualitative and quantitative methods in order to identify and clearly define the business problems and to develop insight and solutions.			X		
7	Be able to adequately communicate upon analyses, findings, inferences, and recommendations with his/her superiors, team members, colleagues, and subordinates both in written and oral form.					X
8	Be thereby qualified to conduct research in business administration and management.			X		
9	Be appropriately trained to fulfill his/her responsibilities in team work both as a leader and an expert.				X	
10	Acquire the necessary skills to communicate effectively with the stakeholders of an organization so that he/she can become capable of analyzing the needs of the stakeholders and based on these analyses developing the objectives of the organization.					X
11	Gain self-evaluation skills to identify exactly his/her self-learning and self-improvement needs, being at the same time equipped with the capacity to follow advanced courses and degree studies.			X		
12	Gain the ability to evaluate the organization that he/she is affiliated with and the ability to assess the knowledge that he/she has acquired in a critical perspective.				X	
13	Be able to use English, which is the medium of instruction in the department, at least in European Language Portfolio B1 General Level.					X
14	Be able to use information technologies applicable to business administration and management at European Computer Usage License Basic Level.		X			
15	Be directed towards the behavioral patterns and responsibilities of a business administrator in terms of quality awareness, occupational safety and health, in-service training, environmental issues, social responsibilities, and social, organizational and business ethics.			X		
16	Be inclined to encourage innovation and continuous improvement within the organization in which he/she takes responsibilities.					X

Contribution Scale to a Qualification: 0-None, 1-Little, 2-Medium, 3-Considerable, 4-Largest

Other Relevant Information

