Course Syllabus

Code - Course Title	**TRZ138 - Housekeeping Management**
Course Type	II. SEMESTER
Laboratory + Practice	2+0
ECTS	**4.0**
Language of Instruction	Türkçe
Course Type	Required Courses
Course Instructor(s)	DOÇ. DR. DÖNÜŞ ÇİÇEK

Mode of Delivery	The mode of delivery of this course is Face to face
Prerequisites	There is no prerequisite or co-requisite for this course.
Courses Recomended	There is no recommended optional programme component for this course.
Recommended Resources	Meryem Akoğlan Kozak (2011). Otel İşletmelerinde Kat Hizmetleri Yönetimi. Ankara: Detay Yayıncılık
Work Placement	N/A

Course Syllabus

Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 1	**LO-1**	Introduction to housekeeping and working area	Lecture, Question & Answer, Discussion, Case Study, Problem Solving, Research and Inquiry
Week - 2	**LO-1**	Organization of housekeeping department	Lecture, Question & Answer, Discussion, Case Study, Problem Solving
Week - 3	**LO-1**	Personnel Affairs in Housekeeping Department	Lecture, Question & Answer, Discussion, Case Study
Week - 4	**LO-2**	Planning in Housekeeping Department	Lecture, Question & Answer, Discussion, Case Study, Problem Solving
Week - 5	**LO-2**	Communnication tools of housekeeping	Lecture, Question & Answer, Discussion, Case Study, Problem Solving
Week - 6	**LO-2**	Control in housekeeping department	Lecture, Question & Answer, Discussion, Case Study, Problem Solving

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Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 7	LO-2	Budgeting in housekeeping department	Lecture, Question & Answer, Discussion, Case Study
Week - 8	LO-4	Materials used in housekeeping department	Lecture, Question & Answer, Discussion, Case Study, Problem Solving
Week - 9	LO-4	Cleaning method	Lecture, Question & Answer, Discussion, Case Study, Problem Solving
Week - 10	LO-4	Cleaning Methods	Lecture, Question & Answer, Discussion, Case Study, Problem Solving
Week - 11	LO-2	New Practices in Housekeeping Services	Lecture, Question & Answer, Discussion, Team/Group Work, Case Study, Problem Solving, Research and Inquiry
Week - 12	LO-3	Customer Security	Lecture, Question & Answer, Discussion, Case Study, Problem Solving, Research and Inquiry
Week - 13	LO-2	Decoration	Lecture, Question & Answer, Discussion, Case Study, Problem Solving, Research and Inquiry
Week - 14	LO-4	Work rules and tasks in laundry	Lecture, Question & Answer, Discussion, Case Study, Problem Solving

Learning Outcomes

#	Learning Outcome
1	Explain the importance and activities of housekeeping department in hotel businesses.
2	Can list the administrative functions in the housekeeping department
3	Create suggestions on customer safety and satisfaction in the housekeeping department.
4	Explain the cleaning methods and processes performed in the Housekeeping department.

Sustainable Development Goals

No content has been provided.

Course Theme

No content has been provided.

AKTS Workload

Activity	Duration (Hour)	Count	Workload
Teorik Derse Katılım	2.00	14	28
Sınıf Dışı Çalışma (Ön Hazırlık & Pekiştirme Amaçlı)	4.00	10	40
Ödevler	6.00	3	18
Proje - Rapor - Sunum Hazırlama	0.00	0	0
Ara Sınav Hazırlığı (sınav süresi dahil)	6.00	1	6
Final Sınavı Hazırlığı (sınav süresi dahil)	8.00	1	8
Uygulama (Laboratuvar, Müzik/Enstrüman Uygulaması, Atölye/Saha Çalışması vb.)	0.00	0	0
Staj Uygulaması	0.00	0	0
		Calculated ECTS	**4.0**

Assessment Method and Passing Requirements

No content has been provided.