

University of Mosul University of Mosul



First Cycle – Bachelor's Degree (B.Sc.)-Business management

Bachelor's degree - Business Administration



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1. Mission & Vision Statement

Department vision

Achieving excellence and academic leadership in scientific research and administrative sciences, activating community partnerships, and enriching the labor market with graduates who possess diverse administrative skills.

Department message

Providing society with graduates who possess leadership, intellectual, and technical skills, as well as providing an academic research environment for students and faculty members that enriches society with its scientific and applied outputs, inspired by the reality of the labor market and the local environment, benefiting from global experiences and keeping pace with the challenges of the contemporary environment.

2. Program Specification



Programme code:	BSc-MBA	ECTS	240
Duration:	4 levels, 8 semesters	Method of Attendance:	Full Time

Business Administration:

Business Administration is a comprehensive and diverse major, enabling students to understand the many facets of business. The program focuses on developing the skills necessary to effectively manage organizations, whether small or large, local or global. The degree allows students to choose from a variety of specialization tracks, including marketing, finance, and human resources, making it attractive to many students..

In the first year, students are introduced to the fundamentals of business administration, preparing them for specialized programs in subsequent years. Core subjects in the second year prepare students for advanced research topics in the third and fourth years. Business administration graduates are prepared to understand how research impacts education, in line with the university's vision..

In the second, third, and fourth years, students have the freedom to choose more than half of their subjects, with the requirement to choose a range of subjects that reflect the complexity of business, from strategy to operations, to ensure the breadth of knowledge expected of a business graduate. This allows students to develop their own interests in multiple fields..

The research culture begins in the first year through practical projects, which take place either within lectures or in dedicated practical modules. There is a compulsory field course in the first year, which students must complete to advance to the second year, in addition to optional field courses in subsequent years. In the fourth year, all students undertake an independent research project, which may be a desk-based or data analysis project, or a field or laboratory project..

Academic classes in the first and second years are held with the same teacher, who also serves as a personal mentor, providing continuity and progressive guidance. Classes include skill-based workshops, such as library



use and presentation skills, followed by assessment exercises, such as essays and presentations, as opportunities to practice these skills in a specific context.. The university also offers international years and industrial training, where each student's needs are discussed with the appropriate teacher and met as much as possible..

Program Objectives 3

Department objectives

1. Developing students' creative thinking skills and engaging them in contributing to solving problems facing government institutions through scientific research.
2. Graduating students who possess creative and cognitive skills that contribute to the development of the labor market and society.
3. Improving the educational process by implementing academic accreditation programs and seeking to obtain a quality assurance certificate.
4. Activating community partnerships with employers in the local market and government institutions with the aim of achieving social and economic development.
5. Activating relations between teaching professors and various government departments by holding seminars, workshops, and scientific conferences that shed light on the real problems facing institutions, with the aim of finding effective solutions through scientific research.
6. Providing management consulting to all institutions and sectors in society.
7. Developing and enhancing the skills of individuals working in government institutions through training courses in the Continuing Education Program.



8. Developing scientific competencies through the department's postgraduate programmes (Diploma, Master's (PhD)), as well as evening studies in the department.
9. Contributing to strengthening scientific cooperation between corresponding departments in colleges of Iraqi and Arab universities.
10. Contributing to enhancing the University of Mosul's position in the local, Arab, and international community through the scientific output of the department's professors published in local, Arab, and international journals, and their active participation in Arab and international seminars and conferences as researchers, committee members, and arbitrators.

Student Learning Outcomes .4

Developing creative thinking skills:

Students graduate with critical and creative thinking skills, enabling them to provide innovative solutions to government institutions' problems through applied research projects.

Graduation of skilled students:

Graduates acquire creative and cognitive skills that qualify them to enter the labor market and contribute to community development.

Improving the educational process:

The program achieves the necessary academic accreditations, which enhances the quality of education and ensures the continuous improvement of educational standards.

Activating community partnerships:

The program builds effective partnerships with employers and government institutions, contributing to the achievement of social and economic development goals.

Activating relations between teachers and government departments:



The program organizes seminars, workshops, and scientific conferences, enhancing cooperation between academics and government agencies to solve real-world problems.

Providing management consulting:

The program becomes a reliable source for providing management consulting to various institutions and sectors in society.

Developing the skills of working individuals:

The program contributes to developing the skills of government employees through specialized training courses in continuing education.

Developing scientific competencies:

The program offers postgraduate programs (diploma, master's, doctorate) and provides evening study options to enhance higher education.

Strengthening scientific cooperation:

The program enhances cooperation between corresponding departments at Iraqi and Arab universities, contributing to the exchange of knowledge and expertise.

Strengthening the status of the University of Mosul:

The program contributes to enhancing the university's reputation through publishing research and active participation in local and international conferences and seminars.

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Credits, Grading and GPA .6

Credit hours

The University of Mosul follows the Bologna process using the European Credit Transfer System.(ECTS). The total number of credit hours for the degree program is 240 credit hours, with 30 credit hours per semester. One credit hour corresponds to 25 hours of student workload, including structured and unstructured workload.

Evaluation

Before evaluation, the results are divided into two subgroups: pass and fail. Therefore, the results do not depend on students who failed any course. The evaluation system is defined as follows::

GRADING SCHEME				
Grading scheme				
Group	Grade	Appreciation	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	privilege	90 - 100	Outstanding Performance
	B - Very Good	very good	80 - 89	Above average with some errors
	C - Good	good	70 - 79	Sound works with notable errors
	D - Satisfactory	middle	60 - 69	Fair but with major shortcomings
	E - Sufficient	acceptable	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	Precipitate - in process	(45-49)	More work required but credit awarded
	F – Fail	Failed	(0-44)	Considerable amount of work required
Note:				
Number Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.				

Calculation of the Cumulative Grade Point Average (CGPA)

The CGPA is calculated by the summation of each module score multiplied by its .1

ECTS, all are divided by the program total ECTS.

CGPA of a 4-year B.Sc. degree:

$$CGPA = \frac{[(1st\ module\ score \times ECTS) + (2nd\ module\ score \times ECTS) +]}{240}$$



Curriculum/Modules .7

Semester 1 | 30 ECTS | 1 ECTS = 25 hrs

Code	Module	SSWL	USSWL	ECTS	Type	Pre-request
MBA1101	Business Administration Basics	78	122	8.00	C	
MBA1102	Principles of Economics	63	87	6.00	C	
MBA1103	Accounting Basics	63	87	6.00	C	
MBA1104	Mathematics for Business Administration	63	87	6.00	S	
UOM1021	English language	33	17	2.00	B	
UOM1011	Arabic	33	17	2.00	B	

Semester 2 | 30 ECTS | 1 ECTS = 25 hrs

Code	Module	SSWL	USSWL	ECTS	Type	Pre-request
MBA1205	Business Administration Principles	78	122	8.00	C	
MBA1206	Statistics for Business Administration	63	87	6.00	S	
MBA1207	accounting principles	63	87	6.00	C	
MBA1208	Administrative Readings	48	77	5.00	C	
UOM103	computer	48	27	3.00	B	
UOM104	Democracy and human rights	33	17	2.00	B	

Semester 3 | 30 ECTS | 1 ECTS = 25 hrs

Code	Module	SSWL	USSWL	ECTS	Type	Pre-request



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Semester 4 | 30 ECTS | 1 ECTS = 25 hrs

Code	Module	SSWL	USSWL	ECTS	Type	Pre-request

Semester 5 | 30 ECTS | 1 ECTS = 25 hrs

Code	Module	SSWL	USSWL	ECTS	Type	Pre-request

Semester 6 | 30 ECTS | 1 ECTS = 25 hrs

Code	Module	SSWL	USSWL	ECTS	Type	Pre-request



Semester 7 | 30 ECTS | 1 ECTS = 25 hrs

Code	Module	SSWL	USSWL	ECTS	Type	Pre-request

Semester 8 | 30 ECTS | 1 ECTS = 25 hrs

Code	Module	SSWL	USSWL	ECTS	Type	Pre-request

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University of Mosul



First Cycle - Bachelor's Degree (Management and Economics) -
Business Administration



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1. Overview

This guide covers the academic subjects offered by the Management and Economics Program for the Bachelor of Business Administration degree. The program offers (58) academic subjects, with (750) total student load hours and 240 total European units. The offering of academic subjects is based on the Bologna Process.

2. Academic units 2024-2025

A. First stage / First semester

Study material 1

The code	address Study material	ECTSEuropean units	the chapter Academic
MBA1101	Business Administration Basics	8	1
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
4	1	78	122
a description			
<p>The basics of business administration focus on the nature of management and the duties of the manager as follows:</p> <p>Definition of management and manager, approaches to management studies, facility activities, and challenges facing contemporary management.</p> <p>Managerial duties: patterns of managerial behavior, managerial skills, sources of managerial skills, variations in managerial work - managers' roles - types of managers according to their managerial levels</p> <p>The development of administrative thought includes the following:</p>			



Traditional schools: the scientific management school, the administrative divisions school, and the bureaucratic school
 Human Relations School: Hawthorne Study (Elton Mayo) – Volt Study – Chester Barnard Study – and McCracker Study (X/Y)
 Contemporary Trends School: Open System Theory - Quantitative Management - William Augie and Theory (Z) - Situational Management.
 Management in a changing environment includes the following:
 Environmental surface composition - public environment - private environment - organization's failure to read environmental indicators, components of the public environment - components of the private environment - dynamic and stable environment.
 Organizational objectives include the following:
 The organization's purpose and mission - types of organizational goals - the importance of organizational goals - requirements for setting goals - management by objectives, the concept of strategy - important factors in determining strategy - steps for adopting an organization's strategy - levels of strategy

Study material2

The code	address Study material	ECTSEuropean units	the chapter Academic
MBA1102	Principles of Economics	6	1
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
3	1	63	87
a description			
<p>Part A - Introduction to economics and definition of demand, supply and equilibrium, including: Basics: The concept of economics - its relationship with other sciences - stages of development of economics - the economic problem and its characteristics -The concept of demand, the law of demand, the demand schedule, the demand curve, the factors affecting demand (the price of the commodity, income, the prices of substitute goods)) -Elasticity of demand and its types - methods of measuring it - the importance of elasticitydemand--- Types of demand elasticities,Factors affecting the elasticity of demand Supply theory, law, supply curve and supply schedule-Factors affecting the elasticity of supply and the elasticity of supply (the price of the commodity, the prices of production factors, the number of producers) Market equilibrium, equilibrium price, equilibrium quantity, and excess supply and demand Part B - includes theories of demand (theories of consumer behavior), the theory of production and costs, and economic problems (inflation and unemployment). It includes:Marginal utility theory (concept of marginal and total utility, and utility analysis)-The law of diminishing marginal utility, flaws in the utility theory - the concept of indifference curves and their properties - equilibrium under the indifference curve theory,The concept of production function, elements of production, the law of diminishing returnsAnd its stages -Fixed and variable costs, average total and marginal costs in the short run, and the definition of costs in the long run, inflation, its types, economic and social effects, and how to address them.</p>			

Study material3

The code	address Study material	ECTSEuropean units	the chapter Academic
MBA1103	Accounting Basics	6	1
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
3	1	63	87
a description			
<p>Accounting fundamentals focus on studying the concept of accounting and its objectives at the economic unit level, the national level, and the parties that benefit from accounting data. Clarifying single-entry accounting procedures for measuring the results of activity and the financial position of small businesses and individual projects.</p> <p>Study double-entry accounting procedures and the use of the budget equation to demonstrate the impact of economic transactions on the financial position of an economic unit. Explain the stages of the accounting cycle, record accounting entries in the journal, transfer them to the general ledger, and identify the most important documents.</p> <p>Knowledge of the elements of financial statements. Explain accounting procedures for capital formation and how to increase and decrease it, types of personal withdrawals, loans and how to calculate interest. Explain accounting procedures for expenses with a focus on purchases and their returns. Explain accounting procedures for revenues with a focus on sales and their returns. Explain accounting procedures for trade discounts and cash discounts.</p>			

Study material4

The code	address Study material	ECTSEuropean units	the chapter Academic
MBA1104	Mathematics for Business Administration	6	1
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
3	1	63	87
a description			
<p>Mathematics for Business Administration course focuses on identifying the most important terms</p>			



in mathematics and its fields in management, as follows:

Part One: Introducing students to the basics of mathematics taught in preparatory stages, learning about different methods for solving questions, trying to bring mathematics closer to practical life, as arithmetic is considered the backbone of life, introducing students to relying on the digital method in management fields to obtain accurate results, enabling students to link mathematics to areas of life, including business management, enabling students to find several methods in solving problems to reach the same result.

Part Two: Studying matrices and how to deal with them, performing mathematical operations on matrices, finding the inverse and transpose of a matrix when using it to reach the optimal solution, how to perform differentiation on mathematical equations and its methods, how to find the integral of mathematical equations, types of integration and how to apply them.

Study material5

The code	address Study material	ECTSEuropean units	the chapter Academic
UOM102	English language	2	1
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
2	—	33	17
a description			
<p>Indicative content includes the following.</p> <ol style="list-style-type: none"> 1. Talk about Greeting and how to get to know each other, giving an idea about the auxiliary verbs (am\is\are) and explain plural nouns and numbers from 1 to 10. 2. Introducing Countries to the students and explaining possessive adjectives: His, My. 3. Talk about Jobs, and explaining the topic of converting affirmative sentences into negative and interrogative sentences into negatives. Then explain the types of questions in English to the students by mentioning the first type, which is questions to which the answer is yes or no then the second type of questions, which are questions that begin with wh. 4. Introducing the students to the family tree, and the use of Has and Have. 5. Talking about Sports, Food, Drinks, and giving an idea about present tense tenses and the use of - I, you, we, they. In addition to identifying the use of a/an before nouns and explaining , Languages and Nationalities. 6. Identifying the way that the students can tell or write the time in English, completing the present simple tense (he/she). Talk about adverbs of frequency (always, sometimes, never). 7. Introducing Question words, pronouns also the use of this /that. And finally <p>The students are able to describe rooms, furniture and where they live and how they live as well as talk about their favorite things and know how to give directions.</p>			

Study material6

The code	address Study material	ECTSEuropean units	the chapter Academic
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UOM101	Arabic	2	1
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
2	—	33	17
a description			
<p>The course description for the Arabic language course includes the following:</p> <p>Part A - Introduction to the Arabic Language, including:</p> <p>Basics: The concept of language - Types of sentences - Factors that contributed to the emergence of the Arabic language - The difference between verbs, nouns, and letters</p> <p>Characteristics of sentences - their types - the nominal sentence, the verbal sentence, the difference between the verbs that copy and the letters that copy, the transitive and intransitive verb, and the active and passive verb.</p> <p>The concept of the Arabic language and what it consists of through verbs, nouns and letters.</p> <p>Part B - Arabic language requirements, including:</p> <p>Types of Arabic language teaching supplies - blackboard, daily and monthly exams, and language tests.</p>			

B. First stage / Second semester

Study material 1

The code	address Study material	ECTSEuropean units	the chapter Academic
MBA1205	principlesBusiness Administration	8	2
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
4	1	78	122
a description			



Principles of Business Administration

The principles of business administration focus on the following vocabulary:

1. The nature of planning, which includes the following:

Management trends towards planning - Types of plans according to their action: Definition of decision-making - Types of decisions - Patterns of administrative decision-making - Basic models of the decision-making process. Management information systems - Computer-based information systems - Steps in decision-making.

2. Organization, which includes designing the job and organizational structure according to the following terms:

The concept of job design - job design methods - the importance of the organizational function - the basic forces affecting the organization, organizational design patterns/network pattern - product pattern - location or geographical pattern - market pattern - matrix pattern - network pattern, the nature of authority - determinants of accepting authority - forms of resistance to authority - the concept of the chain of command - the scope of control or supervision.

3. Leadership and motivation, which includes the following:

The nature of motivation - components of the motivation system - motivation theories, the leadership function of the manager - leadership traits - the nature of the path (goal) in leadership and its patterns, the nature of communication - communication methods - communication channels - informal channels of communication.

4. Supervision, which includes the following:

The importance of control in the organization - the basic steps in the control process - the effective control system.

5. Managing the facility's activities, which includes the following:

Operations Management, Marketing Management, Human Resources Management, Financial Management

Study material2

The code	address Study material	ECTSEuropean units	the chapter Academic
MBA1206	Statistics for Business Administration	6	2
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
3	1	63	87
a description			
<p>Statistics subject includes the following:</p> <ol style="list-style-type: none"> 1study Data collection methodsdifferent 2. Performing operationsStatisticsOn data 3. Create distribution tables.repetition And illustrate the data graphically. 4 How to find the mean, weighted mean, range, mode, and median 			



5 Finding simple correlation, rank correlation, and simple linear deviation

Study material3

The code	address Study material	ECTSEuropean units	the chapter Academic
MBA1207	Accounting principles	6	2
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
3	1	63	87
a description			
<p>Study the concept of revenue expenses, capital expenses, fixed assets, the cost of purchasing fixed assets, and how to record them in books and records, as well as the sale of fixed assets.[SSWL=6 hrs]</p> <p>2. StudyReplacement of fixed assets, how to prove replacement entries, study the concept of depreciation, methods of calculating depreciation, and how to prove depreciation in books and records..[SSWL=8 hrs]</p> <p>3. Study accounting errors and their types in accounting books and methods of correcting errors.[SSWL=6 hrs]</p> <p>4. Study the final accounts and their types in commercial companies (trading account and profit and loss account)[SSWL=6 hrs]</p> <p>5.. Studying the financial statements and financial statements (balance sheet).[SSWL=6 hrs]</p>			

Study material4

The code	address Study material	ECTSEuropean units	the chapter Academic
MBA1208	Administrative Readings	5	2
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
2	1	48	
a description			



Includes this Department Description For unity, from 100 to 150 word

Study material 5

The code	address Study material	ECTSEuropean units	the chapter Academic
UOM103	computer	3	2
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
1	2	48	27

a description

Introduction to Computer Concepts of hardware and software components, the concept of computing, data and information, Information and Communication Technology Applications (ICT); Connects input/output devices and peripherals to the CPU

Computer components: computer parts, hardware, input/output units, memory types,

Components of a CPU, PC, Personal Computer (Features and Types)

Operating System and Graphical User Interface GUI: Operating System; basics of common operating systems, user interface, mouse techniques, use of common icons, status bar, menu bar, submenus,

The concept of folders and directories, launching and closing different windows, and creating shortcuts.

Document processor Word Processing: Explaining the document processing program, opening and closing a document, creating a new document, creating and editing text, formatting text, working with tables, spelling checker, setting the language, thesaurus, printing the document. Working with tables, spelling checker, setting the language, thesaurus, printing the document.

Presentation Programs: Presentation Program Basics, Creating Presentations, Slide Show Settings, Slide Show Methods, Take printouts of the presentation/handouts

Communications and emails Email basics, getting an email account, sending and receiving emails, accessing sent emails, using emails, collaborating on documents and files.

Computer Troubleshooting: Identify and resolve common hardware and software problems that



Study material6

The code	address Study material	ECTSEuropean units	the chapter Academic
UOM104	Democracy and human rights	2	2
the chapter (hour/week)	lecturerAnd/laboratory/practical/review	SSWL (hour/season Study) Scheduled hours	USWL (hour/week) Unscheduled hours
2	—	33	17
a description			
<p>The course description for Democracy and Human Rights includes the following:</p> <p>Part A - Introduction to Human Rights, including:</p> <p>The concept of human rights - the historical development of human rights - the factors that contributed to the international community's interest in human rights - The development of the idea of protecting human rights in the modern era- The mechanisms of the international community to protect human rights - human duties and restrictions on the exercise of human rights.</p> <p>Part B - Introduction to Democracy, which includes:</p> <p>The concept of democracy - the historical development of the practice of democracy - the characteristics of the democratic system and its development - the relationship between human rights and democracy - guarantees of public rights and freedoms - and contemporary democracy.</p>			

Contact

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نموذج وصف المادة الدراسية

معلومات المادة الدراسية			
اسم المادة الدراسية	الأحصاء		طريقة الإلقاء
نوع المادة الدراسية	Core		<input checked="" type="checkbox"/> نظري <input checked="" type="checkbox"/> محاضرة <input type="checkbox"/> مختبرية <input type="checkbox"/> تدريسية <input type="checkbox"/> عملية <input checked="" type="checkbox"/> سمثار
رمز المادة الدراسية	UOM-104		
الساعات المعتمدة	2		
العمل المستقل للطلاب (ساعة/اسبوع)	50		
مستوى المادة الدراسية	UGI	الفصل الدراسي الذي يتم فيه تعلم المادة الدراسية	و لحد
إدارة القسم	كود القسم	الكلية	كود الكلية
مسؤول المادة الدراسية	عزه مصطفى عبد القادر		البريد الإلكتروني aza.mustafa@uomosul.edu.iq
العنوان الأكاديمي لمسؤول المادة الدراسية	مدرس	المؤهل الأكاديمي لمسؤول المادة الدراسية	ماجستير
مدرس المادة الدراسية		البريد الإلكتروني	
اسم المحكم		البريد الإلكتروني	
تاريخ موافقة اللجنة العلمية		رقم النسخة	1.0

55

العلاقة مع المواد الدراسية الأخرى			
المادة الدراسية المطلوبة سابقاً	لا يوجد	الفصل الدراسي	
المادة الدراسية المطلوبة	لا يوجد	الفصل الدراسي	

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية	
أهداف المادة الدراسية	<p>١ - تزويد الطالب بالمعرفة عن مادة الاحصاء ودورها في الحياة العملية</p> <p>٢ - تزويد طالب المرحلة الأولى وتذكيرهم بأساسيات الاحصاء والتي يمكن الاستفادة منها مستقبلاً في تكمله مسيرتهم الدراسية</p> <p>٣ - اعطاء الطالب فكره عن تطبيقات لإحصاء في الحياة العملية بما في ذلك علاقتها بماده الاختصاص وهي الإدارة</p>