

# MODULE DESCRIPTION FORM

Module Information				
Module Delivery		<b>mathematics</b>		Module Title
<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input checked="" type="checkbox"/> Seminar		Core		Module Type
		<b>UOM-104</b>		Module Code
		2		ECTS Credits
		<b>50</b>		SWL (hr/sem)
One	Semester of Delivery		UGx11 UGI	Module Level
Type College Code		College	Type Dept. Code	Administering Department
<a href="mailto:aza.mustafa@uomosul.edu.iq">aza.mustafa@uomosul.edu.iq</a>		e-mail	azza Mustafa and all kader ed	Module Leader
Master's	Module Leader's Qualification		Teacher	Module Leader's Acad. Title
E-mail		e-mail	Name (if available)	Module Tutor
E-mail		e-mail	Name	Peer Reviewer Name
1.0	Version Number			Scientific Committee Approval Date

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Relation with other Modules		
Semester	None	Prerequisite module

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	<b>Semester</b>	None	<b>Co-requisites module</b>
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### Module Aims, Learning Outcomes and Indicative Contents

<ol style="list-style-type: none"> <li>1. Providing students with knowledge about mathematics and its role in practical life.</li> <li>2. Providing first-year students with a basic understanding of mathematics, which they can use in the future to further their academic careers.</li> <li>3. Providing students with an understanding of the applications of mathematics in practical life, including its relationship to their major, which is management.</li> </ol>	<b>Module Objectives</b>
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<ol style="list-style-type: none"> <li>1. To familiarize students with the most important vocabulary of mathematics and its areas of application in management.</li> <li>2. To familiarize students with the basics of mathematics taught in middle school.</li> <li>3. To familiarize students with the different methods for solving problems.</li> <li>4. To attempt to bring mathematics closer to practical applications, as arithmetic is the backbone of life.</li> <li>5. To familiarize students with the use of digital methods in management fields to obtain accurate results.</li> <li>6. Enabling students to connect mathematics to real-life areas, including business management.</li> <li>7. Enabling students to find multiple ways to solve problems to reach the same result.</li> </ol>	<b>Module Learning Outcomes</b>
<p style="text-align: center;">Mathematics includes the following:</p> <ol style="list-style-type: none"> <li>1. Studying matrices and how to work with them</li> <li>2. Performing mathematical operations on matrices</li> <li>3. Finding the inverse and transpose of a matrix when using it to arrive at the optimal solution</li> <li>4. How to perform differentiation on mathematical equations and its methods</li> <li>5. How to find the integral of mathematical equations, types of integration, and how to apply them</li> </ol>	<b>Indicative Contents</b>

### Learning and Teaching Strategies



<p>The main strategy to be adopted in delivering this course is to encourage student participation in preparing assignments, class discussions, and reports, while at the same time improving and expanding their critical thinking skills and giving them an active role in participating in the lecture by completing assignments and presenting them to the students. And taking their opinions into account if the approach is correct in order to encourage and motivate them. The students can be given a role to deliver the lecture and highlight their personalities and consider this as an activity for the student.</p>	<b>Strategies</b>
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Student Workload (SWL)			
9	Structured SWL (h/w)	63	Structured SWL (h/sem)
12	Unstructured SWL (h/w)	87	Unstructured SWL (h/sem)
150			Total SWL (h/sem)

Module Evaluation				
Relevant Learning Outcome	Week Due	Weight (Marks)	Time/Number	As

  
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The symbols below represent the relevance of this formative assessment to the learning outcomes identified above. LO #1, #2 and #10, #11	5 and 9 and 13	10% (10)	3	Quizzes	Formative assessment
All	Continuous	20% (20)	1	Assignments	
LO #5, #8 and #10	7 and 13	10% (10)	2	Report	
LO #1 - #7	7	10% (10)	1hr	Midterm Exam	Summative assessment
All	16	50% (50)	3hr	Final Exam	
		100% (100 Marks)	Total assessment		

Delivery Plan (Weekly Syllabus)	
Material Covered	Week
Introduction to mathematics, definitions and mathematical terms	Week 1
Matrices and their types	Week 2
Arithmetic operations on matrices	Week 3
Commutative and inverse matrix	Week 4

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Exercises and questions	Week 5
Determinants	Week 6
conjugate matrix	Week 7
linear equation and inequalities	Week 8
Exercises and solutions to derivatives questions	Week 9
differentiation	Week 10
Differential calculus exercises and solutions	Week 11
integration	Week 12
Types of integration and its applications	Week 13
Integration of the exponential function and integration of the logarithmic function	Week 14
Exercises and questions	Week 15
Preparatory week before the final exam	Week 16

### Delivery Plan (Weekly Lab. Syllabus)

Material Covered	Week
	Week 1
	Week 2
	Week 3
	Week 4

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	Week 5
	Week 6
	Week 7

Learning and Teaching Resources			
Available in the Library?		Text	
Yes		1- Al-Manhal in Mathematics: Matrices and Determinants, Dr. Rahim Younis Al-Azzawi  2- Fundamentals of Differential and Integral Calculus, Professor Fathi Khalil Hamdan, 2008  3- Differential and Integral Calculus, Dr. Hassan Mustafa Al-Awaidi, Professor of Mathematics at Al-Azhar University	Required Texts
		Basics of mathematics/0606107/college of business and administration	Recommended Texts
			Websites

Grading Scheme			
Definition	Marks %	Grade	Group
Outstanding Performance	90 - 100	A - Excellent	Success Group (50 - 100)
Above average with some errors	80 - 89	B - Very Good	
Sound work with notable errors	70 - 79	C - Good	
Fair but with major shortcomings	60 - 69	D - Satisfactory	

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Work meets minimum criteria	50 – 59	<b>E - Sufficient</b>	
More work required but credit awarded	(45-49)	<b>FX – Fail</b>	<b>Fail Group (0 – 49)</b>
Considerable amount of work required	(0-44)	<b>F – Fail</b>	
<p><b>Note:</b> Marks 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.</p>			

  
 م.ع.ه. مصطفى العزاوي

## MODULE DESCRIPTION FORM

Module Information			
<b>Module Delivery</b>	<b>Statistics</b>		<b>Module Title</b>
<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input checked="" type="checkbox"/> Seminar	<b>Core</b>		<b>Module Type</b>
	<b>UOM-104</b>		<b>Module Code</b>
	<b>2</b>		<b>ECTS Credits</b>
	<b>50</b>		<b>SWL (hr/sem)</b>
One	<b>Semester of Delivery</b>	UGx11 UGI	<b>Module Level</b>
Type College Code		<b>College</b>	Type Dept. Code
<a href="mailto:aza.mustafa@uomosul.edu.iq">aza.mustafa@uomosul.edu.iq</a>		<b>e-mail</b>	azza Mustafa and alkader
			<b>Administering Department</b>
			<b>Module Leader</b>

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Master's	<b>Module Leader's Qualification</b>		Teacher	<b>Module Leader's Acad. Title</b>
E-mail		<b>e-mail</b>	Name (if available)	<b>Module Tutor</b>
E-mail		<b>e-mail</b>	Name	<b>Peer Reviewer Name</b>
1.0	<b>Version Number</b>			<b>Scientific Committee Approval Date</b>

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<b>Relation with other Modules</b>			
	<b>Semester</b>	None	<b>Prerequisite module</b>
	<b>Semester</b>	None	<b>Co-requisites module</b>

<b>Module Aims, Learning Outcomes and Indicative Contents</b>	
<p>1. Providing students with knowledge about statistics and its role in practical life.</p> <p>2. Providing first-year students with a basic understanding of statistics, which they can use in the future to further their academic careers.</p> <p>3. Providing students with an understanding of the applications of statistics in practical life, including its relationship to the subject of specialization, which is management.</p>	<b>Module Objectives</b>

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<ol style="list-style-type: none"> <li>1. To familiarize students with the most important vocabulary of statistics and its areas of application in management.</li> <li>2. To familiarize students with the basics of statistics taught in middle school.</li> <li>3. To familiarize students with the different methods of solving problems.</li> <li>4. To attempt to bring the application of statistics closer to practical life, as mathematics is the backbone of life.</li> <li>5. To familiarize students with the use of the digital method in management fields to obtain accurate results.</li> <li>6. To enable students to connect statistics to other areas of life, including business management.</li> <li>7. To enable students to find multiple methods for solving problems to reach the same result.</li> </ol>	<b>Module Learning Outcomes</b>
<p style="text-align: center;">Statistics includes the following:</p> <ol style="list-style-type: none"> <li>1. Studying various methods of data collection</li> <li>2. Performing statistical operations on data</li> <li>3. Creating frequency distribution tables and illustrating data graphically</li> <li>4. How the mean, mean, range, mode, and median are used</li> <li>5. Simple scientific discoveries, class correlations, and small linear deviation</li> </ol>	<b>Indicative Contents</b>

<b>Learning and Teaching Strategies</b>	
<p>The main strategy you will adopt in delivering these materials is to encourage student participation in preparing classroom presentations, discussions and reports, At the same time, it improves and expands their critical thinking skills and gives them an active role in participating in the lecture by solving assignments and presenting them to the students. It also takes their opinions into account if the approach is correct in order to encourage and motivate them. Students can be given a role to deliver the lecture and highlight their personalities, and this can be considered a student activity.</p>	<b>Strategies</b>

<b>Student Workload (SWL)</b>			
9	Structured SWL (h/w)	63	Structured SWL (h/sem)
12	Unstructured SWL (h/w)	87	Unstructured SWL (h/sem)
150			Total SWL (h/sem)



Module Evaluation					
Relevant Learning Outcome	Week Due	Weight (Marks)	Time/Number	As	
The symbols below represent the relevance of this formative assessment to the learning outcomes identified above LO #1, #2 and #10, #11	5 and 9 and 13	10% (10)	3	Quizzes	Formative assessment
All	Continuous	20% (20)	1	Assignments	
LO #5, #8 and #10	7 and 13	10% (10)	2	Report	
LO #1 - #7	7	10% (10)	1hr	Midterm Exam	Summative assessment
All	16	50% (50)	3hr	Final Exam	
		100% (100 Marks)	Total assessment		

Delivery Plan (Weekly Syllabus)	
Material Covered	Week
Introduction to statistics, definitions and statistical terms	Week 1
Data collection methods and means, data classification and tabulation	Week 2
Frequency Distribution and Relative Frequency	Week 3
Cumulative ascending and descending frequency distribution	Week 4
Bar Graphs and Rectangular Graphs Exercises and Question Solutions	Week 5
The terrace, the polygon, and the iterative curve	Week 6

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Addition and multiplication symbol	Week 7
Arithmetic mean and weighted mean	Week 8
Range and mode	Week 9
The mediator	Week 10
Average deviation	Week 11
Standard deviation and variance	Week 12
test of hypotises testT and F	Week 13
Simple linear correlation and rank correlation	Week 14
simple linear regression	Week 15
Preparatory week before the final exam	Week 16

Delivery Plan (Weekly Lab. Syllabus)	
Material Covered	Week
	Week 1
	Week 2
	Week 3
	Week 4
	Week 5
	Week 6
	Week 7

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# MODULE DESCRIPTION FORM

## ion FormCourse Descript

Module Information			
Course information			
Module Title	<b>Business Administration Basics</b>		Module Delivery
Module Type	Core		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	<b>MBA1101</b>		
ECTS Credits	8		
SWL (hr/sem)	<b>200</b>		
Module Level	U	Semester of Delivery	
Administration Department	Type Dept. Code	College of Administration and Economics	Type College Code
Module Leader	m Hussein Bashari Ghand.	e-mail	<a href="mailto:basharghanim@uomsul.edu.iq">basharghanim@uomsul.edu.iq</a>
Module Leader's Acad. Title	teacher	Module Leader's Qualification	PhD
Module Tutor	N.A	e-mail	Email
Peer Reviewer Name	N.A	e-mail	Email
Scientific Committee Approval Date	30/10/2025	Version Number	1.0

### Relation with other Modules

Relationship with other subjects



<b>Prerequisite module</b> <b>Requirements loneliness</b> <b>advance</b>	None	<b>Semester</b>	
<b>Co-requisites module</b> <b>Requirements loneliness</b> <b>Shared</b>	None	<b>Semester</b>	

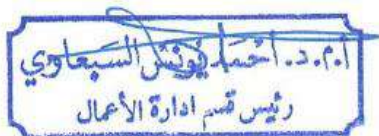
### Module Aims, Learning Outcomes and Indicative Contents

Course objectives, learning outcomes, and guiding content

<b>Module Objectives</b> Course objectives	<ol style="list-style-type: none"> <li>1. Providing the student with knowledge about the principles of management and role of business its role, as it is one of the specialized subjects in the field of administration.</li> <li>2. Providing first year students with general principles of management science, which will become a basic foundation upon which to rely in advanced stages of business administration studies.</li> <li>3. And its nature and its activities. Management Jobs Most important clarification And help</li> </ol>
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<p style="text-align: center;"><b>Module Learning Outcomes</b></p> <p>Learning outcomes for the subject</p>	<p>For equal Be that Preferably ,to learn results 6 stAt lea on Write : Important . the study weeks the number</p> <ol style="list-style-type: none"> <li>1. The most important vocabulary of the management subject, on Recognition . which is considered the basics of management science</li> <li>2. the foundations of Understand the basic principles and knowledge of business administration, including the functions of the organization and .the functions of the manager</li> <li>3. Qualifying and preparing students for advanced topics in management in later . academic years</li> <li>4. esources, and management levels in the Identify the manager's tasks, skills, r . organization</li> <li>5. Developing administrative thought through learning about the most important management schools, which are considered a fundamental basis for building .the student's understanding of management science</li> <li>6. discussing and analyzing the internal and external environment that directly or D . indirectly affects the organization's work</li> <li>7. including planning, , Learn about the most important functions of a manager .organizing, leading, motivating, and controlling</li> <li>8. tand the most important messages and goals of the Unders organization, what planning is, and whether there is a difference .between operational planning and strategic planning</li> <li>9. Data analysis skills and the ability to use data and information to .d make decisions efficiently and effectivelyanalyze problems an</li> <li>10. Possess leadership skills to develop teamwork skills and manage work .teams to achieve goals</li> <li>11. Effective communication and the ability to express ideas clearly and .interact with others effectively</li> <li>12. ing through reasoning and analytical skills to solve Critical think .problems and make decisions</li> </ol>
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Indicative content includes the following.

:Business Administration Fundamentals focuses on the following vocabulary

:management and the duties of the manager are as follows The nature of .1

Definition of management and manager, approaches to management studies, .facility activities, and challenges facing contemporary management

I skills, sources of Managerial duties: managerial behavior patterns, manageria variations in managerial work, managers' roles, and types of ,managerial skills [ hour [20 =SSWL] .managerial levels managers according to their

:The development of administrative thought, which includes the following .2

hools: the scientific management school, the administrative Traditional sc divisions school, and the bureaucratic school

-Volt Study -Human Relations School: Hawthorne Study (Elton Mayo) (X/Y ) and McCracker Study -Chester Barnard Study

Quantitative -en System Theory Contemporary Trends School: Op . Situational Management -William Augie and Theory (Z) -Management [ hour 20 =SSWL]

:which includes the following , Management in the changing environment .3

e environment privat -public environment -Environmental surface composition components of the , organization's failure to read environmental indicators -dynamic and -components of the private environment -public environment [ hour 15 =SSWL] . stable environment

:Organizational objectives include the following .4

-Types of organizational goals -he organization's purpose and mission T -Requirements for setting goals -Importance of organizational goals Important factors in -the concept of strategy , Management by objectives Levels of -organization's strategy Steps for adopting an -setting strategy [ hour 20 =SSWL] strategy

## Indicative Contents

Guidance contents

## Learning and Teaching Strategies

Learning and teaching strategies



<b>Strategies</b>	<p>to she Unity This is amazing presentation in Follow it It will be that Home Strategy And expansion refine same the time And in ,Exercises in uidentsst sharing encourage Chapters during from that investigation . Will be . They have cash thinking skills that simple experiments Types in look during And Interactive and lessons Academic . Students Charges that Samples take Activities some on involves</p>
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<b>Student Workload (SWL)</b>			
.The student's academic load is calculated as 15 weeks			
<b>Structured SWL (h/sem)</b> Regular student load during the semester	78	<b>Structured SWL (h/w)</b> Regular weekly student workload	5
<b>Unstructured SWL (h/sem)</b> Irregular student load during the semester	122	<b>Unstructured SWL (h/w)</b> Irregular student study load per week	8
<b>Total SWL (h/sem)</b> The student's total academic load during the semester	<b>200</b>		

<b>Module Evaluation</b>				
Course material evaluation				
	Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome

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Formative assessment	Quizzes Tests	2	10% (10)	and 13 4	5, 6, 14
	Assignments Duties	2	10% (10)	2 and 12	3, 4, 13
	Review Tutorial	1	10% (10)	Continuous	All
	Report The report	1	10% (10)	13	14
Summative assessment Evaluation Summary	Midterm Exam course -Mid exam	2 hours	10% (10)	8	9, 10, 11
	Final Exam Final exam	3 hours	50% (50)	16	All
assessment Total			100% (100 Marks)		

### Delivery Plan (Weekly Syllabus)

curriculum Theoretical weekly

	Material Covered
Week 1	activities of the -approaches to the study of management -The nature of management and areas of business administration -establishment
Week 2	-strative behavior patterns Admini -Manager's tasks - Challenges facing contemporary management Administrative skills and their sources
Week 3	types of managers - duties of managers - roles of managers -Differences in administrative work according to their administrative levels

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Week 4	First test
Week 5	chools: the scientific management school, the administrative divisions school, Traditional sc and the bureaucratic school
Week 6	and - Chester Barnard Study - Volt Study - (Human Relations School: Hawthorne Study (Elton Mayo ( X/Y ) McCracker Study
Week 7	William -Quantitative Management -Trends School: Open System Theory Contemporary Situational Management - (Augie and Theory (Z
Week 8	course exam-Mid
Week 9	General -Management in a Changing Environment/Environmental Surface Composition Environment
Week 10	The organization's failure to read environmental indicators -Environment Private
Week 11	The dynamic and -Components of the private environment -Components of the public environment stable environment
Week 12	organizational goals types of -The organization's purpose and mission
Week 13	Test 2
Week 14	Management by objectives -Requirements for setting goals -The importance of organizational goals
Week 15	making steps- decision , important factors in determining strategy -The concept of strategy levels of strategy -the organization of egypt The
Week 16	<b>Final Exam Preparation Week</b>

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## Delivery Plan (Weekly Lab. Syllabus)

### Weekly lab schedule

	Material Covered
Week 1	—
Week 2	—
Week 3	—
Week 4	—
Week 5	—
Week 6	—
Week 7	—

## Learning and Teaching Resources

### Learning and teaching resources

	Text	Available in the Library?
<b>Required Texts</b> Required texts	Principles of Management book by Muhammad Khalil Masirah for Printing and -Dar Al -Shamaa, 2007 -Al anAmman, Jord -Publishing	Yes
<b>Recommended Texts</b> Recommended texts	Various skills and methods for dealing with management (university theses and dissertations) and business issues	Yes
<b>Websites</b> Websites	<a href="https://oliye.net/opac/index.php?formaction=search&amp;qt=300">https://oliye.net/opac/index.php?formaction=search&amp;qt=300</a>	


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# MODULE DESCRIPTION FORM

## نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	مبادئ الاقتصاد	Module Delivery	
Module Type	Support	<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	MBA1102		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	UGx		
Administering Department	Type Dept. Code	College	Type College Code
Module Leader	Mohammad Jamal hamdon	e-mail	mohamed.j.hamdon@uomosul.edu.iq
Module Leader's Acad. Title	Assistant lecture	Module Leader's Qualification	Master's
Module Tutor	Name (if available)	e-mail	E-mail
Peer Reviewer Name	Name	e-mail	E-mail
Scientific Committee Approval Date		Version Number	1.0

### Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

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<b>Prerequisite module</b>	None	<b>Semester</b>	
<b>Co-requisites module</b>	None	<b>Semester</b>	

### Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

<b>Module Objectives</b> أهداف المادة الدراسية	<p>Familiarize yourself with the basics of economics principles and concepts .1</p> <p>Defining the economic problem and its characteristics .2</p> <p>Identify the meaning of demand, supply, equilibrium, consumer behavior according to the theory of marginal utility and equality, stages of production, costs and how to find them</p>
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<p style="text-align: center;"><b>Module Learning Outcomes</b></p> <p>مخرجات التعلم للمادة الدراسية</p>	<ol style="list-style-type: none"> <li>1. Introduce the student to the concept of economics and its importance and how it relates to other sciences.</li> <li>2- Recognize the meaning of demand, its law and the factors affecting it, and how to draw the demand curve through the inverse relationship between the quantity demanded and the price. As well as recognizing the concept of elasticities, the meaning of demand elasticity, its importance and types, and how to find demand elasticities.</li> <li>3- Introduce the student to the meaning of supply, the law of supply, the supply table, how to draw the supply curve, recognize the elasticity of supply and the factors affecting it.</li> <li>4- Market equilibrium, equilibrium price, equilibrium quantity, excess demand and supply</li> <li>5- Recognize the meaning of utility, its characteristics and types, the law of marginal utility, how to find marginal utility, how to draw total and marginal utility, and consumer equilibrium according to the theory of marginal utility</li> <li>6- Recognize the equilibrium curves, their characteristics, the equilibrium map, and how to balance the consumer according to the theory of equilibrium curves</li> <li>7- The production function in terms of the concept, the elements of production, the law of diminishing returns and its stages</li> <li>8- Recognize the meaning of cost, its types, how to find it in the short term and the definition of cost in the long term</li> <li>9- Recognize the meaning and types of inflation, the economic and social effects of inflation and how to address it</li> </ol>
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The guided content includes the following.

Part A - Introduction to economics and the definition of demand, supply and equilibrium

The basics of the concept of economics - its relationship with other sciences - the stages of development of economics - the economic issue and its characteristics - the concept of demand, the law of demand, the demand table, the demand curve, the factors affecting demand (commodity price, income, prices of substitute commodities)

- Demand elasticity and its types - methods of measurement - importance of demand elasticity - types of demand elasticities

Factors affecting the elasticity of demand

Supply theory, law, curve and schedule of supply - Factors affecting the elasticity of supply and elasticity of supply (commodity price, factor prices, number of producers

-Market equilibrium, equilibrium price, equilibrium quantity, surplus supply and demand

Part B - includes theories of demand (theories of consumer behavior), production theory, costs and economic issues (inflation and unemployment) and includes:

Marginal utility theory (concept of marginal and total utility, utility analysis) - Law of diminishing marginal utility, disadvantages of utility theory - Concept of normal curves and its characteristics - Equilibrium under the theory of normal curves

The concept of the production function, the elements of production, the law of diminishing returns and its stages - fixed and variable cost, average total and marginal cost in the short term and the definition of costs in the long term.

### Indicative Contents

المحتويات الإرشادية

	<p>Inflation, its types, economic and social effects, and how to address it.</p> <p>Total hours = 175 = SSWL - (exam hours) = 94 - 4 = 90 hours (schedule hours x 15 weeks)</p>
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<b>Learning and Teaching Strategies</b> استراتيجيات التعلم والتعليم	
<b>Strategies</b>	<p>The main strategy that will be adopted in the delivery of this course is to encourage student participation in assignments and class discussions, while at the same time improving and expanding their critical thinking skills. This will be achieved through classroom and interactive tutorials and the presentation of some simple case studies that include some theoretical explanations of the material.</p>

<b>Student Workload (SWL)</b> الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا			
<b>Structured SWL (h/sem)</b>	94	<b>Structured SWL (h/w)</b>	6
الحمل الدراسي المنتظم للطالب خلال الفصل		الحمل الدراسي المنتظم للطالب أسبوعيا	
<b>Unstructured SWL (h/sem)</b>	81	<b>Unstructured SWL (h/w)</b>	7
الحمل الدراسي غير المنتظم للطالب خلال الفصل		الحمل الدراسي غير المنتظم للطالب أسبوعيا	
<b>Total SWL (h/sem)</b>	<b>175</b>		
الحمل الدراسي الكلي للطالب خلال الفصل			

<b>Module Evaluation</b> تقييم المادة الدراسية
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		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	3	10% (10)	5 and 9 and 13	تعني الرموز ادناه صلة هذا التقييم التكويني بمخرجات التعليم التي تم تحديدها اعلاه LO #1, #2 and #10, #11
	Assignments	1	20% (20)	Continuous	All
	Report	2	10% (10)	7 and 13	LO #5, #8 and #10
Summative assessment	Midterm Exam	1hr	10% (10)	7	LO #1 - #7
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)	
المنهاج الاسبوعي النظري	
	Material Covered المواد المغطاة
Week 1	The concept of economics - The relationship of economics to other sciences
Week 2	The nature of the economic problem, its nature and solution patterns
Week 3	The concept of demand, the law of demand, demand schedule, demand curve, factors affecting demand (commodity price, income, prices of substitute goods)
Week 4	Demand elasticity and its types, the importance of demand elasticity
Week 5	Factors affecting the elasticity of demand and how to find the price and income elasticity of demand

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Week 6	Factors affecting it, the theory of supply, the law, curve and schedule of supply
Week 7	Supply elasticity and factors affecting supply elasticity (commodity price, factor prices, number of producers)
Week 8	Market equilibrium, equilibrium price, equilibrium quantity, excess supply and demand
Week 9	Marginal utility theory (characteristics and types of utility, hypotheses of marginal utility theory, law of diminishing marginal utility with fee and consumer equilibrium according to marginal utility theory)
Week 10	Understandings and characteristics of equilibrium curves
Week 11	Equilibrium under the theory of equilibrium curves
Week 12	The concept of the production function, the elements of production, the law of diminishing returns and its stages
Week 13	Definition of cost, types of cost, how to find it, and the definition of cost in the long run
Week 14	The concept of inflation and its types and causes
Week 15	What are the economic and social effects of inflation and ways to address it?
Week 16	أسبوع تحضيرى قبل الامتحان النهائي Preparatory week before the final Exam

### Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	

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Week 3	
Week 4	
Week 5	
Week 6	
Week 7	

Learning and Teaching Resources		
مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts النصوص المطلوبة	1- مبادئ علم الاقتصاد / د. كريم مهدي الحسناوي/ المكتبة القانونية/2007 مبادئ علم الاقتصاد /محمد صالح القرشي والشمري	
Recommended Texts النصوص الموصى بها	اقتصاد / بول أ.سامويلسون مترجم للغة العربية	
Websites المواقع الالكترونية		

Grading Scheme				
مخطط الدرجات				
Group	Grade	التقدير	Marks %	Definition

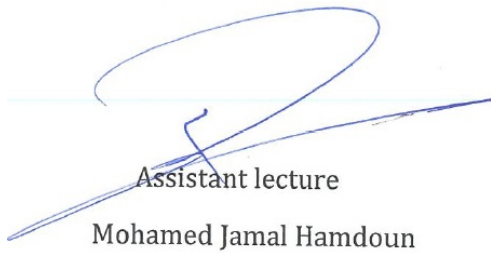
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<b>Success Group</b> <b>(50 - 100)</b>	<b>A - Excellent</b>	امتياز	90 - 100	Outstanding Performance
	<b>B - Very Good</b>	جيد جدا	80 - 89	Above average with some errors
	<b>C - Good</b>	جيد	70 - 79	Sound work with notable errors
	<b>D - Satisfactory</b>	متوسط	60 - 69	Fair but with major shortcomings
	<b>E - Sufficient</b>	مقبول	50 - 59	Work meets minimum criteria
<b>Fail Group</b> <b>(0 - 49)</b>	<b>FX – Fail</b>	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	<b>F – Fail</b>	راسب	(0-44)	Considerable amount of work required

**Note:** Marks 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.

### Module 1

Code	Course/Module Title	ECTS	Semester
MBA1102		.006	1
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USSWL (hr/w)
3	1/1	63	87
Description			
<p>This course aims to. This course is considered an introduction to the study of economics and then provide the student with a general and simplified idea about the basic concepts of this science, so that the student has an idea of the importance of this science and the reasons that led to its study and development, recognize the economic issue and understand the basic relationships and rules that govern economic activity, with the study of dysfunctional economic systems</p>			

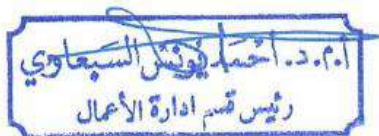
  
 Assistant lecture  
 Mohamed Jamal Hamdoun

Head of Department

  
 د.م.أ. أحمد يونس السبعاري  
 رئيس قسم إدارة الأعمال

## MODULE DESCRIPTION FORM

Module Information			
Module Title	<b>Basics of financial accounting</b>		Module Delivery
Module Type	Core		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	MBA1103		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	UC	Semester of Delivery	
Accounting Department	MBA	College	UOMM

  
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<b>Module Leader</b>	<b>Nada Abdel Razzaq Suleiman Agha</b>	<b>e-mail</b>	nada.abdulrazak@uomosul.edu.iq
<b>Module Leader's Acad. Title</b>	assistant professor	<b>Module Leader's Qualification</b>	Master's
<b>Module Tutor</b>	<b>Nada Abdel Razzaq Suleiman Agha</b>	<b>e-mail</b>	nada.abdulrazak@uomosul.edu.iq
<b>Peer Reviewer Name</b>	<b>Dr. Saif Natiq Yassin</b>	<b>e-mail</b>	sayf.natiq@uomosul.edu.iq
<b>Scientific Committee Approval Date</b>		<b>Version Number</b>	1.0

### Relation with other Modules

<b>Prerequisite module</b> مواد ممهدة	<b>No</b>	<b>Semester</b>	
<b>Co-requisites module</b> مواد مكملة	<b>Financial Accounting Principles</b>	<b>Semester</b>	

### Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

أ.م.د. أحمد يونس السبعاري  
رئيس قسم إدارة الأعمال

### Module Objectives

#### أهداف المادة الدراسية

1. Study the concept of accounting and its objectives at the economic unit and national levels, as well as the entities benefiting from accounting data.
2. Explain single-entry accounting procedures for measuring the results of activity and the financial position of small businesses and sole proprietorships.
3. Explain double-entry accounting procedures and the use of the budget equation to demonstrate the impact of economic operations on the financial position of the economic unit.
4. 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.
5. Explain accounting procedures for capital formation and how to increase it, personal withdrawals, loans and their types, and how to calculate interest.
6. Identify the elements of financial statements.
7. Explain the accounting procedures for expenses, focusing on purchases, their returns, trade discounts, and cash discounts.
8. Explain the accounting procedures for revenues, focusing on sales, their returns, trade discounts, and cash discounts.

<p><b>Module Learning Outcomes</b></p> <p>مخرجات التعلم للمادة الدراسية</p>	<ol style="list-style-type: none"> <li>1. Familiarity with the concept of accounting and its objectives at the economic unit and national levels, as well as with the entities that benefit from accounting data.</li> <li>2. Acquire the skill of measuring the results of activity and the financial position of small businesses and sole proprietorships using single-entry accounting procedures.</li> <li>3. Acquire the skill of applying double-entry accounting procedures and using the budget equation to demonstrate the impact of economic transactions on the financial position of an economic unit.</li> <li>4. Familiarize yourself with the stages of the accounting cycle, recording accounting entries in the journal, transferring them to the general ledger, and identifying the most important documents.</li> <li>5. Familiarize yourself with the elements of financial statements.</li> </ol> <p>Gain knowledge of accounting procedures for capital formation, how to increase and decrease it, types of personal withdrawals and loans, and how to calculate interest.</p> <ol style="list-style-type: none"> <li>6. Gain knowledge of accounting procedures for expenses, with a focus on purchases and their returns, trade discounts, and cash discounts.</li> <li>7. Gain knowledge of accounting procedures for revenues, with a focus on sales and their returns, trade discounts, and cash discounts.</li> </ol>
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The guiding content includes the following:

Part A - Class Lecture

1. Study the concept of accounting and its objectives at the economic unit and national levels, as well as the entities that benefit from accounting data.

Clarify single-entry accounting procedures to measure the results of activity and the financial position of small businesses and sole proprietorships [SSWL=6 hrs]

2. Study double-entry accounting procedures and use 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. [SSWL=9 hrs]

3. 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. [SSWL=6 hrs]

4. Explain accounting procedures for expenses, with a focus on purchases and their returns. [SSWL=6 hrs]

5. Explain accounting procedures for revenues, with a focus on sales and their returns. [SSWL=6 hrs]

6. Explain accounting procedures for trade discounts and cash discounts. [SSWL=6 hrs]

Part B - Practical I

1. Study and apply practical cases of single-entry accounting procedures to measure the results of operations and the financial position of small businesses and sole proprietorships [SSWL=2 hrs]

2. Study and apply practical cases of double-entry accounting procedures and the use of the budget equation to demonstrate the impact of economic operations 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. [SSWL=5 hrs]

3. Study and apply practical cases on accounting procedures for capital formation, how to increase and decrease it, types of personal withdrawals, loans, and how to

**Indicative Contents**

المحتويات الإرشادية

	<p>calculate interest. [SSWL=2 hrs]</p> <p>4. Study and apply practical cases on accounting procedures for expenses, with a focus on purchases and their returns. [SSWL=2 hrs]</p> <p>5. Study and apply practical cases on revenue accounting procedures, with a focus on sales and their returns. [SSWL=2 hrs]</p> <p>6. Study and apply practical cases on accounting procedures for trade discounts and cash discounts. [SSWL=2 hrs]</p> <p>Total hrs = 60 = SSWL - (Exam hrs) = 63- 3 = 60 hr (Time table hrs x 15 weeks)</p>
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<b>Learning and Teaching Strategies</b> استراتيجيات التعلم والتعليم	
<b>Strategies</b>	<p>The main strategy for delivering this unit is to encourage student participation in exercises while simultaneously honing and expanding their critical thinking skills. This will be achieved through interactive classroom and lesson plans, as well as through the analysis of practical cases involving the application of accounting procedures. These cases involve student activity and participation in the application and analysis of these cases.</p>

<b>Student Workload (SWL)</b> الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعا			
<b>Structured SWL (h/sem)</b>	63	<b>Structured SWL (h/w)</b>	4
الحمل الدراسي المنتظم للطالب خلال الفصل		الحمل الدراسي المنتظم للطالب أسبوعيا	

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<b>Unstructured SWL (h/sem)</b> Irregular student load during the semester	87	<b>Unstructured SWL (h/w)</b> Irregular student study load weekly	6
<b>Total SWL (h/sem)</b> الحمل الدراسي الكلي للطالب خلال الفصل	150		

<b>Module Evaluation</b> تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
<b>Formative assessment</b> التقييم التكويني	<b>Quizzes</b>	2	10% (10)	8,13	All
	<b>Online Assignments</b>	2	10% (10)	Continuous	All
	<b>Onsite Assignments</b>	1	10% (10)	Continuous	All
	<b>Report</b>	1	10% (10)	13	All
<b>Summative assessment</b> التقييم التلخيصي	<b>Midterm Exam</b>	2hr	10% (10)	7	LO #1 - #7
	<b>Final Exam</b>	3hr	50% (50)	16	All
<b>Total assessment</b>			100% (100 Marks)		

<b>Delivery Plan (Weekly Syllabus)</b> المنهاج الاسبوعي النظري
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	Material Covered
Week 1	Introduction to Financial Accounting (accounting concepts and objectives, accounting fields, and stakeholders)
Week 2	Analysis of financial transactions using the single-entry method
Week 3	Balance sheet equation method to demonstrate the impact of transactions on the financial position
Week 4	Double-entry accounting – accounting documents and records – the accounting cycle / financial transaction analysis
Week 5	The Accounting Cycle: Recording Financial Transactions - Balance Sheet - Trial Balance - Final Accounts - Balance Sheet
Week 6	The Accounting Cycle - Recording Accounting Transactions
Week 7	The Accounting Cycle - Recording Accounting Transactions and Examples
Week 8	The Accounting Cycle - Posting to the General Ledger
Week 9	Preparing the Trial Balance and Its Types
Week 10	Accounting for the formation of sole proprietorships (capital formation and increase, personal withdrawals, loans and interest)
Week 11	Accounting for merchandise (purchases and returns)
Week 12	Accounting for merchandise (sales and returns)
Week 13	Accounting for purchasing expenses
Week 14	Revenue expenses and capital expenditures
Week 15	Discounting, its types, and accounting treatment of discount types
Week 16	Final Exam

## Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	
Week 3	
Week 4	
Week 5	
Week 6	
Week 7	

## Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	Principles of Financial Accounting: Fouad Suleiman Zakou Muqdad Ahmed Al-Jalili, Muhammad Tahir Al-Shawi	Yes
Recommended Texts	Financial Accounting 2014 / Dr. Diao Abdul-Hussein Al-Qamoussi + Adnan Abdul-Hamid	No

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## Grading Scheme

### مخطط الدرجات

Group	Grade	التقدير	Marks %	Definition
<b>Success Group</b> (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
<b>Fail Group</b> (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

**Note:** Marks 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.

أ.م. ندى عبد الرزاق

أ.م.د. أحمد بن السبعوري  
رئيس قسم إدارة الأعمال

# MODULE DESCRIPTION FORM

## نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	<b>Arabic language 1</b>		Module Delivery
Module Type	Basic		<input checked="" type="checkbox"/> Theory <input type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	<b>UOM-101</b>		
ECTS Credits	2		
SWL (hr/sem)	<b>50</b>		
Module Level	UGx	Semester of Delivery	
Administering Department	Type Dept. Code	College	Type College Code
Module Leader	M.M Noor Ahmad Hazim		e-mail
Module Leader's Acad. Title	Assistant Professor	Module Leader's Qualification	
Module Tutor	Name (if available)	e-mail	E-mail
Peer Reviewer Name	Noor Ahmad Hazim	e-mail	E-mail
Scientific Committee Approval Date	2026-2027	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents	
أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية	

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رئيس قسم إدارة الأعمال

<p><b>Module Objectives</b> أهداف المادة الدراسية</p>	<ol style="list-style-type: none"> <li>1. Understand the concept of verbs and their types.</li> <li>2. Understand the nominal and verbal sentence.</li> <li>3. Understand the types of predicate sentences.</li> <li>4. Understand defective verbs and verb-like particles.</li> <li>5. Distinguish between verb forms and tenses.</li> <li>6. Train students on how to utilize the Arabic language positively to achieve their goals.</li> <li>7. Understand the concept of speech, words, and sentences.</li> </ol>
<p><b>Module Learning Outcomes</b> مخرجات التعلم للمادة الدراسية</p>	<p>The desired learning outcomes are as follows:</p> <ol style="list-style-type: none"> <li>1. The student will understand grammatical and morphological rules.</li> <li>2. The student will have knowledge of the most common types of verbs and sentences and how to differentiate between them.</li> <li>3. The student will have the ability to connect the text to the method of writing reports, particularly in the field of business administration.</li> <li>4. The instructor will provide a detailed explanation of each topic specified in the curriculum.</li> <li>5. The inductive method.</li> <li>6. Dialogue and discussion.</li> </ol>
<p><b>Indicative Contents</b> المحتويات الإرشادية</p>	<p>The guiding content includes the following:</p> <p>Part A - Introduction to the Arabic Language, including: The basics of the language concept, sentence types, factors that contributed to the development of the Arabic language, the difference between verbs, nouns, and letters, Characteristics of sentences, their types, the nominal sentence, the verbal sentence, the difference between verbs and letters, transitive and intransitive verbs, and the active and passive voices. The concept of the Arabic language and its components, including verbs, nouns, and letters.</p> <p>Part B - Arabic Language Requirements, including: Types of Arabic language teaching supplies, the blackboard, daily and monthly exams, and language tests.</p>

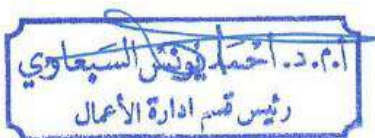
### Learning and Teaching Strategies

#### استراتيجيات التعلم والتعليم

<p><b>Strategies</b></p>	<p>The main strategy adopted in delivering this course is to encourage student participation in preparing assignments and class discussions, while simultaneously improving and expanding their critical thinking skills. This will be achieved through interactive classes and tutorials, and the presentation of simple case studies that include some theoretical explanations of the subject.</p>
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### Student Workload (SWL)

الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا



<b>Structured SWL (h/sem)</b> الحمل الدراسي المنتظم للطالب خلال الفصل	33	<b>Structured SWL (h/w)</b> الحمل الدراسي المنتظم للطالب أسبوعياً	2
<b>Unstructured SWL (h/sem)</b> الحمل الدراسي غير المنتظم للطالب خلال الفصل	17	<b>Unstructured SWL (h/w)</b> الحمل الدراسي غير المنتظم للطالب أسبوعياً	1
<b>Total SWL (h/sem)</b> الحمل الدراسي الكلي للطالب خلال الفصل	50		

<b>Module Evaluation</b> تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	10% (10)	5-11	LO #1-#2-#3-#4
	Online Assignments	2	10% (10)	7-12	LO #1-#2-#3-#4
	Onsite Assignments	2	10% (20)	6-13	LO #1-#2-#3-#4-#5
	Report	1	10% (10)	14	LO #1-#2-#3-#4-#5-#6
Summative assessment	Midterm Exam	1hr	10% (10)	8	LO #1-#2
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

<b>Delivery Plan (Weekly Syllabus)</b> المنهاج الأسبوعي النظري	
	Material Covered المواد المغطاة
Week 1	Definition of Grammar, Speech, and Words
Week 2	Types of Sentences
Week 3	Present Tense Verb
Week 4	Past Tense Verb
Week 5	Imperative Verb
Week 6	Noun Markers
Week 7	Present Tense Verb Markers
Week 8	Past Tense Verb Markers
Week 9	Imperative Verb Markers
Week 10	Nominal Sentence: Subject and Predicate
Week 11	Verbs of Abrogation
Week 12	Verbs of Abrogation
Week 13	Letters of Abrogation
Week 14	Drawing the Hamza
Week 15	Verbal Sentence

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Week 16	أسبوع تحضيرى قبل الامتحان النهائي Preparatory week before the final Exam
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Learning and Teaching Resources		
مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts النصوص المطلوبة	<ul style="list-style-type: none"> <li>▪ ② Abu Abdul Rahman, Al-Khalil ibn Ahmad Al-Farahidi (1995), Al-Jumal fi Al-Nahw, Alam Al-Kutub, Beirut.</li> <li>▪ ② Abu Al-Fath, Uthman ibn Jinni Al-Mawsili, Al-Luma' fi Al-Arabiyyah by Ibn Jinni, Dar Al-Kutub Al-Thaqafiyah, Kuwait.</li> </ul>	
Recommended Texts النصوص الموصى بها	<ul style="list-style-type: none"> <li>▪ ② Abu Abdul Rahman, Al-Khalil ibn Ahmad Al-Farahidi (1995), Al-Jumal fi Al-Nahw, Alam Al-Kutub, Beirut.</li> <li>▪ ② Abu Al-Fath, Uthman ibn Jinni Al-Mawsili, Al-Luma' fi Al-Arabiyyah by Ibn Jinni, Dar Al-Kutub Al-Thaqafiyah, Kuwait.</li> </ul>	
Websites المواقع الالكترونية		

Grading Scheme				
مخطط الدرجات				
Group	Grade	التقدير	Marks %	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
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	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

**Note:** Marks 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.



مدرس مادة  
 د. أحمد السعيد السعيد

# MODULE DESCRIPTION FORM

## نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	<b>Computer Course level 1</b>		Module Delivery
Module Type	Basic		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input checked="" type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	UOM1031		
ECTS Credits	3		
SWL (hr/sem)	75		
Module Level	UO	Semester of Delivery	
Administering Department	Industries Management Department	College	College of Administration and Economics
Module Leader	Azal Qussay Saeed	e-mail	azal.alfahadi@uomosul.edu.iq
Module Leader's Acad. Title		Module Leader's Qualification	Ph.D.
Module Tutor	Name (if available)	e-mail	E-mail
Peer Reviewer Name	Name	e-mail	E-mail
Scientific Committee Approval Date	10/3/2026	Version Number	1.0

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## Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

<b>Prerequisite module</b>	None	<b>Semester</b>	
<b>Co-requisites module</b>	None	<b>Semester</b>	

## Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

<b>Module Objectives</b> أهداف المادة الدراسية	<ol style="list-style-type: none"><li>1. Introducing the student to the importance of administrative mathematics and its methods.</li><li>2. Developing the student's ability to deal with modern mathematical methods, and use the principles and basics of mathematics in solving problems related to management science.</li><li>3. Enhancing knowledge of numbers of all types and finding missing values for equations.</li><li>4. to define sets of all types, the difference between sets and knowing separate sets and the complement of the group and algebra of sets.</li><li>5. To know the types of functions, and determine the domain and range of functions.</li><li>6. To study derivatives of functions and find the equation of the straight line.</li><li>7. To know the basic formulas for integrating functions.</li><li>8. To learn about the types of matrices and algebraic operations on them.</li></ol>
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**Module Learning  
Outcomes**

مخرجات التعلم للمادة الدراسية

Important: Write at least 6 Learning Outcomes, better to be equal to the number of study weeks.

1. Understand and explain the basic concepts of computers, including the roles of hardware and software and their components.
2. Differentiate between the concepts of computing, data, and information.
3. Describe the function and examples of different input and output devices, and understand their importance in computer operation.
4. Identify and describe the main hardware components of a computer, including CPU components, memory types, I/O units, and computer ports, and understand their roles in computer operation.
5. Explain the features and types of personal computers, recognizing their applications and differences in various contexts.
6. Understand the basics of common operating systems, including the user interface, menu selection, and navigation through folders, directories, and windows.
7. Demonstrate the ability to create, open, edit, and format text in word processing documents, including text manipulation and table handling.
8. Understand foundational spreadsheet concepts, including cell manipulation, and demonstrate the use of essential formulas and functions for data analysis.
9. Apply skills in editing and preparing spreadsheets for printing, ensuring data accuracy and effective presentation.
10. Demonstrate proficiency in preparing and delivering slide shows, as well as generating printouts or handouts to support presentations.
11. comprehend the foundational principles of digital networks, including local and wide area networks, and explain the global network's structure and uses.
12. Demonstrate knowledge of connecting to online resources, using browsing applications, search tools, and key online identifiers such as web addresses, site names, and network identifiers.
13. Gain foundational skills in electronic mail, including account setup, message management, and document collaboration.
14. Apply knowledge of connecting to online resources, utilizing browsing applications, search tools, and key online identifiers such as web addresses, site names, and network identifiers.
15. Develop the ability to identify and resolve common hardware and software issues using fundamental troubleshooting techniques and diagnostic tools.

Indicative content includes the following.

-:Part A – Introduction to Computer

Concepts of Hardware and Software with their components; Concept of Computing, Data and Information; Applications of Information Electronics and Communication Technology (IECT); Connecting devices, and peripherals to CPU. input/output. hrs]2[SSWL=

– Computer Portions, Hardware Parts, I/O Units, Memory Computer Components Types, Basic CPU Components, Computer Ports, Personal Computer, Personal hrs]2Computer (Features and Types). [SSWL=

Operating System and Graphical User Interface GUI – Operating System; Basics of Common Operating Systems; The User Interface, Using Mouse Techniques; Use of Common Icons, Status Bar, Using Menu and Menu-selection, Concept of Folders and 2Directories, Opening and closing of different Windows; Creating Short cuts. [SSWL= hrs]

Part B – office software

Word Processing – Word Processing Basics; Opening and Closing of documents; Text creation and Manipulation; Formatting of text; Table handling; Spell check, language setting and thesaurus; Printing of word document. [SSWL=2 hrs]

Spread Sheet – Basics of Spreadsheet; Manipulation of cells; Formulas and Functions; Editing of Spread Sheet, printing of Spread Sheet. [SSWL=2 hrs]

Presentation Software – Basics of presentation software; Creating Presentation; Preparation and Presentation of Slides; Slide Show; Taking printouts of presentation / handouts.

**Indicative Contents**

المحتويات الإرشادية

Part C - Introduction to Internet and Web Browsers

Introduction to Internet and Web Browsers – Computer networks Basic; LAN, WAN; Concept of Internet and its Applications; connecting to internet; World Wide Web; Web Browsing software's, Search Engines; Understanding URL; Domain name; IP Address. [SSWL=2 hrs]

Communications and Emails – Basics of electronic mail; Getting an email account; Sending and receiving emails; Accessing sent emails; Using Emails; Document collaboration. [SSWL=2 hrs]

Part D – Computer Troubleshooting

Computer Troubleshooting – Identifying and solving common hardware and software problems that computer users encounter. Basic troubleshooting techniques and tools for diagnosing and resolving issues. [SSWL=4 hrs]

Total hrs = 30 = SSWL - (Exam hrs) = 26 + 4 = 30 hr (Time table hrs x 15 weeks)

**Learning and Teaching Strategies**

استراتيجيات التعلم والتعليم

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<b>Strategies</b>	<p>The course will use the following teaching and learning methods</p> <ul style="list-style-type: none"> <li>• Board (Normal or Smart).</li> <li>• Computers.</li> <li>• Presentation software such as PowerPoint.</li> </ul>
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<b>Student Workload (SWL)</b>			
الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا			
<b>Structured SWL (h/sem)</b> الحمل الدراسي المنتظم للطالب خلال الفصل	93	<b>Structured SWL (h/w)</b> الحمل الدراسي المنتظم للطالب أسبوعيا	7
<b>Unstructured SWL (h/sem)</b> الحمل الدراسي غير المنتظم للطالب خلال الفصل	82	<b>Unstructured SWL (h/w)</b> الحمل الدراسي غير المنتظم للطالب أسبوعيا	6
<b>Total SWL (h/sem)</b> الحمل الدراسي الكلي للطالب خلال الفصل	<b>175</b>		

<b>Module Evaluation</b>					
تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
<b>Formative assessment</b>	<b>Quizzes</b>	2	10% (10)	5 and 10	LO #1, #2 and #10, #11
	<b>Assignments</b>	2	10% (10)	2 and 12	LO #3, #4 and #6, #7
	<b>Projects / Lab.</b>	1	10% (10)	Continuous	All

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	<b>Report</b>	1	10% (10)	13	LO #5, #8 and #10
<b>Summative assessment</b>	<b>Midterm Exam</b>	2hr	10% (10)	7	LO #1 - #7
	<b>Final Exam</b>	3hr	50% (50)	16	All
<b>Total assessment</b>			100% (100 Marks)		

### Delivery Plan (Weekly Syllabus)

#### المنهاج الاسبوعي النظري

	<b>Material Covered</b>
<b>Week 1</b>	Introduction to Computer
<b>Week 2</b>	Computer Components: Computer Portions.
<b>Week 3</b>	Computer Components: Personal Computer.
<b>Week 4</b>	Operating System and Graphical User Interface GUI.
<b>Week 5</b>	Operating System and Graphical User Interface GUI.
<b>Week 6</b>	Word Processing
<b>Week 7</b>	Word Processing
<b>Week 8</b>	Mid-term Exam + (Computer Components, Operating System and Graphical User Interface GUI, Word Processing)
<b>Week 9</b>	Spread Sheet
<b>Week 10</b>	Spread Sheet
<b>Week 11</b>	Presentation Software

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Week 12	Presentation Software
Week 13	Introduction to Internet and Web Browsers
Week 14	Communications and Emails
Week 15	Computer Troubleshooting.
Week 16	<b>Preparatory week before the final Exam</b>

### Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Lab 1: Concepts of Hardware and Software with their components
Week 2	Lab 2: Computer Components: Hardware Parts.
Week 3	Lab 3: Computer Components: Personal Computer (Features and Types).
Week 4	Lab 4: Operating System, Basics of Common Operating Systems.
Week 5	Lab 5: The User Interface GUI, Using Mouse Techniques, Concept of Folders and Directories.
Week 6	Lab 6: Word Processing Basics.
Week 7	Lab 7: Word Processing Basics, Text creation and Manipulation.
Week 8	Mid-term Exam
Week 9	Lab 8: Basics of Spreadsheet.
Week 10	Lab 9: Editing of Spread Sheet, printing of Spread Sheet.
Week 11	Lab 10: Basics of presentation software, Creating Presentation.

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Week 12	Lab 11: Slide Show, Taking printouts of presentation / handouts.
Week 13	Lab 12: Computer networks Basic, Concept of Internet and its Applications.
Week 14	Lab 13: Basics of electronic mail, Getting an email account.
Week 15	Lab 14: Basic troubleshooting techniques and tools for diagnosing and resolving issues.
Week 16	Preparatory week before the final Exam

### Learning and Teaching Resources

#### مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	1- Graham Brown, David Watson, "Cambridge IGCSE Information and Communication Technology", 3rd Edition (2020) 2- Alan Evans, Kendall Martin, Mary Anne Poatsy, "Technology In Action Complete", 16th Edition (2020). 3- 2016 , " أساسيات الحاسوب", الخضر علي الخضر بحاث,	Yes
Recommended Texts	Iraqi academic fields specializing in computer sciences issued by the colleges of computer science in Iraq	No
Websites	Research, periodicals and information technology via the Internet according to the course topics.	

### Grading Scheme


#### مخطط الدرجات

Group	Grade	التقدير	Marks %	Definition
Success Group	A - Excellent	امتياز	90 - 100	Outstanding Performance

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(50 - 100)	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

**Note:** Marks 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.

  
 م.علي سمر علي

## MODULE DESCRIPTION FORM

### Course Description Form

**Module Information**

Course information

  
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Module Title	<b>Principles of Business Administration</b>		Module Delivery	
Module Type	Core		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	<b>MBA1205</b>			
ECTS Credits	8			
SWL ( hr / sem )	<b>200</b>			
Module Level	U	Semester of Delivery		
Administration Department	Type Dept. Code	College of Administration and Economics	Type College Code	
Module Leader	m HusseiniBashar GhanD.		e-mail	<a href="mailto:basharghanim@uomsul.edu.iq">basharghanim@uomsul.edu.iq</a>
Module Leader's Acad. Title	teacher	Module Leader's Qualification	PhD	
Module Tutor	N.A		e-mail	Email
Peer Reviewer Name	N.A		e-mail	Email
Scientific Committee Approval Date	/2025 1030/	Version Number	1.0	

Relation with other Modules			
Relationship with other subjects			
Prerequisite module		None	Semester
Requirements onliness advance			
Co-requisites module		None	Semester
Requirements onliness Shared			

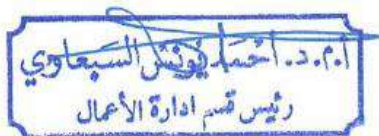
  
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## Module Aims, Learning Outcomes and Indicative Contents

### Course objectives, learning outcomes, and guiding content

<p><b>Module Objectives</b></p> <p>Course objectives</p>	<ol style="list-style-type: none"><li>4. and Providing the student with knowledge about the principles of management its role, as it is one of the specialized subjects in the field of business .administration</li><li>5. year students with general principles of management science, -Providing first which will become a basic foundation upon which to rely in advanced stages .iness administration studiesof bus</li><li>6. And its And its nature Management on an idea The student Give on Please With it passed that Temporal eras via development Basic and its activities Management Jobs Most important clarification .And help</li></ol>
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<p style="text-align: center;"><b>Module Learning Outcomes</b></p> <p>Learning outcomes for the subject</p>	<p>For equal Be that Preferably ,to learn results 6 At least on Write : Important . the study weeks the number</p> <ol style="list-style-type: none"> <li>13. The most important vocabulary of the management subject, on Recognition . gement sciencewhich is considered the basics of mana</li> <li>14. Qualifying and preparing students for advanced topics in management in later . academic years</li> <li>15. including planning, , Learn about the most important functions of a manager .organizing, leading, motivating, and controlling</li> <li>16. important messages and goals of the Understand the most organization, what planning is, and whether there is a difference .between operational planning and strategic planning</li> <li>17. making, types of decisions, and -Learn about the concept of decision .making steps-decision</li> <li>18. an organizational structure and students with skills on building Providing how to use powers and responsibilities between management and its .human resources</li> <li>19. Acquire leadership, control, communication, critical and analytical thinking . skills</li> <li>20. efficiency, effectiveness, creativity, and innovation and Learn about the terms .their role in organizations</li> <li>21. Learn about the most important functions of the organization, which are operations management, marketing management, human resources .tmanagement, and financial managemen</li> <li>22. Time management skills and the ability to organize tasks effectively to .achieve the organization's goals</li> <li>23. Innovative thinking skills and developing new strategies to improve .operations</li> <li>24. and Skills in dealing with modern technology in business administration .data analysis</li> </ol>
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<p style="text-align: center;"><b>Indicative Contents</b></p> <p style="text-align: center;">Guidance contents</p>	<p style="text-align: right;">Indicative content includes the following.</p> <p style="text-align: center;"><u>Business Administration Principles of</u> <u>principles on the following terms Business administration Focuses</u> <u>allowing which includes the fo ,The nature of planning .1</u></p> <p>Types of plans according to their action: -Management trends towards planning Patterns of administrative -Types of decisions -making -Definition of decision Management , making process-Basic models of the decision -making -decision -Steps in decision -based information systems -Computer -systems information s [hours 20 = SSWL] . making</p> <p>Organization, which includes designing the job and organizational structure .2 : according to the following terms</p> <p>he importance of the organizational t -job design methods -The concept of job design organizational design , the basic forces affecting the organization -function market -location or geographical pattern -product pattern -patterns/network pattern determinants of -e of authority the natur , network pattern -matrix pattern -pattern the concept of the chain of -forms of resistance to authority -accepting authority [hours 20 = SSWL] . the span of control or supervision -command :which includes the following ,Leadership and motivation .3 , motivation theories -components of the motivation system -ure of motivation The nat the nature of the path (goal) -leadership traits -the leadership function of the manager communication methods -the nature of communication , in leadership and its patterns [hours 15 = SSWL] . informal channels of communication -communication channels - :the following It includes Censorship .4 -the basic steps in the control process -The importance of control in the organization [ursho 10 = SSWL] . the effective control system : The facility's activities include the following Management .5</p> <p>Operations Management, Marketing Management, Human Resources [ hour 10 =SSWL] Management, Financial Management</p>
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**Learning and Teaching Strategies**

Learning and teaching strategies


  
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<b>Strategies</b>	to she Unity This is amazing presentation in Follow it It will be that Home Strategy And expansion refine same the time And in ,Exercises in students sharing encourage Chapters during from that investigation . Will be . They have cash thinking skills that simple experiments Types in look during And Interactive and lessons Academic . Students Charges that Samples take Activities some on involves
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<b>Student Workload (SWL)</b>			
.The student's academic load is calculated as 15 weeks			
<b>Structured SWL (h/ sem )</b> Regular student load during the Re semester	78	<b>Structured SWL (h/w)</b> Regular weekly student workload	7
<b>Unstructured SWL (h/ sem )</b> Irregular student load during the semester	122	<b>Unstructured SWL (h/w)</b> Irregular student study load per week	6
<b>Total SWL (h/ sem )</b> The student's total academic load during the semester	<b>200</b>		

<b>Module Evaluation</b>					
Course material evaluation					
		Time/N umber	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative	Quizzes	2	10% (10)	and 13 4	5, 6, 14

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assessment	Assignments	2	10% (10)	2 and 12	3, 4, 13	
	Formative assessment	Review Tutorial	1	10% (10)	Continuous	All
		The report Report	1	10% (10)	13	14
Summative assessment	Midterm Exam	2 hours	10% (10)	8	9, 10, 11	
	course exam-Mid					
Summative assessment	Exam Final	3 hours	50% (50)	16	All	
assessment Total			100% (100 Marks)			

### Delivery Plan (Weekly Syllabus)

#### Theoretical weekly curriculum

	Material Covered
Week 1	Types of plans according to their - Management trends towards planning - The nature of planning effect
Week 2	-Patterns of administrative decision - Types of decisions - making-tion of decisionDefini making process-Basic models of the decision - making
Week 3	Making -Decision - Based Information System-Computer - Management Information Systems Steps
Week 4	Test 1
Week 5	the importance of the organizational -job design methods -The concept of job design the basic forces affecting the organization -function
Week 6	- location or geographic pattern -product pattern -Organizational design patterns: network pattern network pattern -matrix pattern -et pattern mark

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<b>Week 7</b>	The -Forms of resistance to authority -Determinants of accepting authority -Nature of authority Scope of control or supervision -concept of the chain of command
<b>Week 8</b>	course exam-Mid
<b>Week 9</b>	theories of -components of the motivation system -nature of motivation The motivation
<b>Week 10</b>	the nature of the path (goal) in leadership - leadership traits -The leadership function of the manager and its patterns
<b>Week 11</b>	-Communication channels -s of communication Method -Nature of communication Informal channels of communication
<b>Week 12</b>	the basic steps in the oversight -The importance of oversight in the organization the effective oversight system -process
<b>Week 13</b>	Test 2
<b>Week 14</b>	the modern concept of ,planning and organizing operations -erations management The concept of op marketing activities -marketing
<b>Week 15</b>	-Selection and Orientation -Human Resources Planning -Human Resources Management Role and Functions of -Financial Management Concept of -Performance Evaluation and Promotion the Finance Manager
<b>Week 16</b>	<b>Final Exam Preparation Week</b>

<b>Delivery Plan (Weekly Lab. Syllabus)</b>	
Weekly lab schedule	
	<b>Material Covered</b>
<b>Week 1</b>	—

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Week 2	—
Week 3	—
Week 4	—
Week 5	—
Week 6	—
Week 7	—

### Learning and Teaching Resources

#### Learning and teaching resources

	Text	Available in the Library?
<b>Required Texts</b>	-Principles of Management book by Muhammad Khalil Al -Masirah for Printing and Publishing -Dar Al - 2007 ,Shamaa Amman, Jordan	Yes
<b>Recommended Texts</b>	Various skills and methods for dealing with management and ( university theses and dissertations ) business issues	Yes
<b>Websites</b>	<a href="https://oliye.net/opac/index.php?formaction=search&amp;qt=300">https://oliye.net/opac/index.php?formaction=search&amp;qt=300</a>	

### Grading Scheme

#### Grading scheme

Group	Grade	Appreciation	Marks %	Definition
<b>Success Group</b> (50 - 100)	<b>A - Excellent</b>	privilege	90 - 100	Outstanding Performance
	<b>B - Very Good</b>	very good	80 - 89	Above average with some errors
	<b>C - Good</b>	good	70 - 79	Sound works with notable errors
	<b>D - Satisfactory</b>	middle	60 - 69	Fair but with major shortcomings

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	E - Sufficient	acceptable	50 - 59	Work meets minimum criteria
<b>Fail Group (0 – 49)</b>	<b>FX – Fail</b>	in ) Precipitate ( process	(45-49)	More work required but credit awarded
	<b>F – Fail</b>	Failed	(0-44)	Considerable amount of work required

The or The highest Complete The mark to 0.5 From less or higher decimal Signs approximation It will be : **Note**  
to 54.4 Mark approximation It will be while , 55 to 54.5 Mark approximation It will be ,Example Way on ) lowest  
Modification Then So , " success from nearby failure "cases " With Tolerance non policy the university Track .54  
. above The explained Automatic approximation It will be Natives Proofreaders before from Granted Signs on only

د. د. بشار عام حسين

## MODULE DESCRIPTION FORM

Module Information		
Module Title	<b>Basics of financial accounting2</b>	Module Delivery

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Module Type	Core		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar		
Module Code	MBC-1103				
ECTS Credits	6				
SWL (hr/sem)	150				
Module Level		12	Semester of Delivery		2
Accounting Department		MAC	College	UOMM	
Module Leader	Nada Abdul razzaq Suleiman Agha		e-mail	nada_abdulrazak@uomosul.edu.iq	
Module Leader's Acad. Title		Assistant Professor	Module Leader's Qualification		Masters
Module Tutor	Dr. Saif Natiq Yassin		e-mail	sayf.natiq@uomosul.edu.iq	
Peer Reviewer Name	Omar zuhiar ezlden		e-mail	Omarzuher@uomosul.edu.iq	
Scientific Committee Approval Date			Version Number	1.0	

Relation with other Modules			
Prerequisite module	Financial Accounting 1		Semester
Co-requisites module	Intermediate Accounting 1		Semester

  
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## Module Aims, Learning Outcomes and Indicative Contents

### Module Objectives

- 1- Identify the concept of capital operations, the concept of revenue expenditure, capital expenditure, criteria for distinguishing between revenue expenditure and capital expenditure, and accounting treatment of revenue expense and capital expenditure.
- 2- Clarify the accounting treatment of purchases, sale and replacement of fixed assets.
- 3=Clarifying the concept of extinction of fixed assets and methods of calculating the extinction premium and accounting treatment for the extinction of assets.
- 4-Identify accounting errors, types of accounting errors, and accounting treatments for accounting errors.
- 5-Identify the final accounts, the purpose of their preparation, how to prepare the trading account, the profit and loss account, what accounts are locked in the trading account, and the accounts that are locked in the profit ..and loss account
- 6-.Explain how to prepare a statement of financial position
- 7-Identify the concept of restraint adjustments for banks, what are the due expenses, prepaid expenses, and accounting treatments for prepaid expense and accrued expenses
- 8
- 8-Identify the concept of income control adjustments, what are the accrued revenues, the revenues received in advance, and the accounting treatments for the revenues received in advance and the accrued revenues

**Module Learning  
Outcomes**

- 1-Familiarity with the concept of capital operations, the concept of revenue expenditure, capital expenditure, criteria for distinguishing between revenue expenditure and capital expenditure, accounting treatment of revenue expense and capital expenditure.
- 2-Acquire skill in the accounting treatment of purchases, sale and replacement of fixed assets.
- 3-Acquire skill in identifying the concept of extinction of fixed assets and methods of calculating the extinction premium and accounting treatment of the extinction of fixed assets.
- 4-Familiarity with the concept of accounting errors, types of accounting errors and accounting treatments for accounting errors.
- 5-Acquiring skill in the final accounts, the purpose of their preparation, how to prepare the trading account, the profit and loss account, what accounts are locked in the trading account, and the accounts that are locked in the profit and loss account
- 6-.Acquire skill in how to prepare the statement of financial position
- 7-Familiarity with the concept of restraint adjustments for banks, what are the due expenses, prepaid expenses, accounting treatments for prepaid expenses and accrued expense
- 8-Familiarity with the concept of income control adjustments, what are the accrued revenues, the revenues received in advance, and the accounting treatments for the revenues received in advance and the accrued revenues.

The guidance content includes the following.

Part A - Class Lecture

1- Studying the concept of revenue expenses, capital expenditures, fixed assets, the cost of purchasing fixed assets and how to prove them in books and records, [SSWL=6 hrs] as well as the sale of fixed assets

2- Studying the replacement of fixed assets, how to prove replacement restrictions, studying the concept of extinction, methods of calculating extinction, as well as how to prove extinction in books and records. [SSWL=8 hrs]

3-Study of accounting errors and their types in accounting books and methods of correcting errors. [SSWL=6 hrs]

4-Study of final accounts and their types in commercial companies (trading account and profit and loss account) [SSWL=6 hrs]

5-Study of financial statements and financial statements (statement of financial [SSWL=6 hrs]. ((position

Explain the accounting procedures for the recording adjustments of accrued and prepaid expenses as well as revenues received in advance and due. [SSWL=8 hrs]

Part B - Practical

1-Study and application of practical cases on the purchase of fixed assets and the sale of fixed assets [SSWL=2 hrs]

2- Study and apply practical cases on the replacement of fixed assets and practical cases on how to calculate the extinction premium. [SSWL=4 hrs]

Study and application of practical cases by error correction methods [SSWL=2 hrs]3-

4-Study and apply practical cases on the preparation of final accounts (trading [account, profit and loss) and financial statements. [SSWL=4 hrs]

5- Study and apply practical cases on financial statements (statement of financial position). [SSWL=4 hrs]

6- Study and apply practical cases on accounting procedures for recording adjustments of accrued expenses, prepaid expenses, revenues received in advance and accrued revenues. [SSWL=4hrs]]

**Indicative Contents**

Total hrs = 60 = SSWL - (Exam hrs) = 63- 3 = 60 hr (Time table hrs x 15 weeks)

### Learning and Teaching Strategies

#### Strategies

The main strategy that will be followed in delivering this module is to encourage students' participation in the exercises, while at the same time refining and expanding their critical thinking skills. This will be achieved through interactive classrooms and lessons and through the analysis of practical cases of the application of accounting procedures involving certain activities and the participation of students .in the application and analysis of these cases

### Student Workload (SWL)

The student's academic load is calculated for 15 weeks

<b>Structured SWL (h/sem)</b> Regular academic load of the student during the semester	63	<b>Structured SWL (h/w)</b> Regular student load weekly	4
<b>Unstructured SWL (h/sem)</b> Irregular academic load of the student during the semester	87	<b>Unstructured SWL (h/w)</b> Irregular student academic load per week	6
<b>Total SWL (h/sem)</b> The student's total academic load during the semester	<b>150</b>		

Module Evaluation					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment التقييم التكويني	Quizzes	2	10% (10)	8,13	ALL
	Online Assignments	2	10%(10)	Continuous	ALL
	Onsite Assignments	1	10% (10)	Continuous	All
	Report	1	10% (10)	13	ALL
Summative assessment التقييم التلخيصي	Midterm Exam	2hr	10% (10)	7	LO #1 - #7
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)	
المنهاج الاسبوعي النظري	
	Material Covered
Week 1	Fixed Assets Accounting – Purchase Cost
Week 2	Revenue and capital expenditure
Week 3	Purchase of Fixed Assets
Week 4	Replacement of Fixed Assets

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Week 5	Sale of Fixed Assets
Week 6	Depreciation of Fixed Assets
Week 7	Sale of Fixed Assets at the End of Their Life
Week 8	Methods of Correcting Accounting Errors
Week 9	Final Accounts and Financial Statements
Week 10	Trading Account and Closing Entries
Week 11	Profit and Loss Account and Closing Entries
Week 12	Statement of Financial Position
Week 13	Income Statement – Update (Addition of 10%)
Week 14	Closing Accounts (Trading Account and Closing Entries)
Week 15	Entry Adjustments to Revenues
Week 16	Final Exam

### Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	
Week 3	
Week 4	

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Week 5	
Week 6	
Week 7	

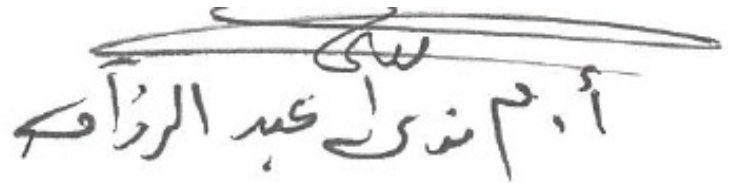
Learning and Teaching Resources		
مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	<b>Principles of Financial Accounting Fouad Suleiman Zako Miqdad Ahmed Al-Jalili Muhammad Taher Al-Shawi</b>	Yes
Recommended Texts	<b>Financial Accounting 2014 / Dr. Diaa Abdul Hussein Al-Qamusi + Adnan Abdul Hamid Principles of Financial Accounting 2018 / Prof. Safaa Ahmed Al-Ani - Eng. Hakim Al-Saadi</b>	No

Grading Scheme				
مخطط الدرجات				
Group	Grade	التقدير	Marks %	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 – 100	Outstanding Performance
	B - Very Good	جيد جدا	80 – 89	Above average with some errors
	C – Good	جيد	70 – 79	Sound work with notable errors

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	D - Satisfactory	متوسط	60 – 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 – 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

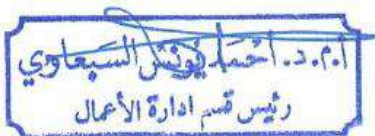
**Note:** Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.


  
 أم محمد عبد الرزاق

## MODULE DESCRIPTION FORM

### Sample course description

<b>Module Information</b> <b>Course Information</b>		
<b>Module Title</b>	<b>Readings in Management</b>	<b>Module Delivery</b>


  
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Module Type	Core		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	MBA1205			
ECTS Credits	8			
SWL (hr/sem)	200			
Module Level	Uo	Semester of Delivery	2	
Administering Department	Type Dept. Code	College of Administration and Economics	Type College Code	
Module Leader	Dr. Saif Khalaf Attallah		e-mail	uomosul.edu.iq@saif.aljubori
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	PhD	
Module Tutor	N. A		e-mail	E-mail
Peer Reviewer Name	N. A		e-mail	E-mail
Scientific Committee Approval Date	/ 10 /2025	Version Number	1.0	

Relation with other Modules			
Relationship with other subjects			
Prerequisite module	None	Semester	
Prerequisites Module			
Co-requisites module	None	Semester	
Common Requirements Module			

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## Module Aims, Learning Outcomes and Indicative Contents

### Course Objectives, Learning Outcomes, and Instructional Contents

<b>Module Objectives</b> <b>Course Objectives</b>	<ol style="list-style-type: none"><li>7. Develop students' ability to read and comprehend administrative texts in English.</li><li>8. Acquire advanced administrative vocabulary and use it accurately.</li><li>9. Analyze administrative concepts and relate them to practical applications.</li><li>10. Enhance critical thinking skills through the discussion of texts.</li><li>11. Improve oral and written communication skills in the field of administration.</li></ol>
<b>Module Learning Outcomes</b> <b>Learning Outcomes for the Course</b>	<p style="text-align: center;">By the end of this course, students will be able to:</p> <ol style="list-style-type: none"><li>25. Understand advanced managerial terminology used in the business environment.</li><li>26. Analyze managerial topics such as leadership, teamwork, and job satisfaction.</li><li>27. Use managerial vocabulary in both writing and conversation</li><li>28. Interpret managerial texts and relate them to real-world applications.</li><li>29. Participate in academic discussions on management-related topics.</li><li>30. Prepare short reports based on managerial readings.</li><li>31. Distinguish between different managerial schools of thought and concepts.</li></ol>

<p><b>Indicative Contents</b></p> <p><b>How-to Contents</b></p>	<p style="text-align: right;"><b>Unit 1: The Human Dimension in Management</b></p> <p style="text-align: right;"><i>(Starting from approximately page 10)</i></p> <ul style="list-style-type: none"> <li>• Job Satisfaction</li> <li>• Management Styles</li> <li>• Motivation</li> </ul> <p style="text-align: right;"><b>2. Unit 2: Human Resources and Work</b></p> <ul style="list-style-type: none"> <li>• Employment &amp; Employability</li> <li>• Flexibility at Work</li> <li>• Work-Life Balance</li> </ul> <p style="text-align: right;"><b>3. Unit 3: Talent Management and Teamwork</b></p> <ul style="list-style-type: none"> <li>• Talent Management</li> <li>• Team Building</li> <li>• Leadership</li> </ul> <p style="text-align: right;"><b>4. Unit 4: Managerial Skills</b></p> <ul style="list-style-type: none"> <li>• Hard vs. Soft Skills</li> <li>• Emotional Intelligence</li> <li>• Communication</li> </ul> <p style="text-align: right;"><b>5. Unit 5: Strategy and Competitiveness</b></p> <ul style="list-style-type: none"> <li>• Strategic Thinking</li> <li>• Competition</li> <li>• Innovation</li> </ul> <p style="text-align: right;"><b>6. Unit 6: Marketing and Customers</b></p> <ul style="list-style-type: none"> <li>• Customer Satisfaction</li> <li>• Branding</li> <li>• Globalization</li> </ul> <p style="text-align: right;"><b>7. Unit 7: Finance and Business</b></p> <ul style="list-style-type: none"> <li>• Financial Performance</li> <li>• Accounting Basics</li> <li>• Business Cycles</li> </ul> <p style="text-align: right;"><b>8. Unit 8: Global Economy and Responsibility</b></p> <ul style="list-style-type: none"> <li>• Corporate Social Responsibility</li> <li>• Global Economy</li> <li>• Sustainable Development</li> </ul>
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Learning and Teaching Strategies	
Learning and Teaching Strategies	
<b>Strategies</b>	<p style="text-align: right;"><b>Teaching Strategies</b></p> <ul style="list-style-type: none"> <li>• Reading and analyzing texts in class</li> <li>• Group discussions</li> <li>• Solving exercises from the textbook</li> <li>• Student presentations</li> <li>• Writing short reports</li> </ul>

Student Workload (SWL)			
The student's academic load is calculated for 15 weeks			
Structured SWL (h/sem)		Structured SWL (h/w)	
Student's regular academic load during the semester	78	Regular Academic Load of the Student Weekly	7

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<b>Unstructured SWL (h/sem)</b> Student's irregular academic load during class	122	<b>Unstructured SWL (h/w)</b> Student's irregular academic load per week	6
<b>Total SWL (h/sem)</b> The student's total academic load during the semester	200		

<b>Module Evaluation</b>					
<b>Assessment of the course</b>					
		<b>Time/Number</b>	<b>Weight (Marks)</b>	<b>Week Due</b>	<b>Relevant Learning Outcome</b>
<b>Formative assessment</b>	<b>Quizzes Quizzes</b>	2	10% (10)	4 and 13	5 , 6 , 14
	<b>Assignments Assignments</b>	2	10% (10)	2 and 12	3 , 4 , 13
<b>Formative Assessment</b>	<b>Tutorial Review</b>	1	10% (10)	Continuous	All
	<b>Report Report</b>	1	10% (10)	13	14
<b>Summative assessment</b>	<b>Midterm Exam</b>	2hr	10% (10)	8	9 , 10 , 11
	<b>Mid-Course Exam</b>				
<b>Summary Assessment</b>	<b>Final Exam Final Exam</b>	3hr	50% (50)	16	All
<b>Total assessment Overall assessment</b>			100% (100 Marks)		

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## Delivery Plan (Weekly Syllabus)

### Theoretical Weekly Curriculum

	Material Covered
Week 1	Introduction+Job Satisfaction
Week 2	Management Styles
Week 3	Motivation
Week 4	Quiz 1
Week 5	Employment
Week 6	Flexibility
Week 7	Work-life Balance
Week 8	Midterm Exam
Week 9	Talent Management
Week 10	Team Building
Week 11	Skills
Week 12	Strategy
Week 13	Marketing
Week 14	Finance
Week 15	Global Economy
Week 16	Final Exam Preparation Week

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## Delivery Plan (Weekly Lab. Syllabus)

### Weekly Laboratory Curriculum

	Material Covered
Week 1	—
Week 2	—
Week 3	—
Week 4	—
Week 5	—
Week 6	—
Week 7	—

## Learning and Teaching Resources

### Learning and Teaching Resources

	Text	Available in the Library?
Required Texts	<ul style="list-style-type: none"><li>• <i>Business Vocabulary in Use – Advanced (Second Edition)</i>, Bill Mascull, Cambridge University Press → <b>Yes</b></li><li>• Selected handouts and compiled readings prepared by the lecturer (Administrative texts and case studies) → <b>Yes</b></li></ul>	Yes

<b>Recommended Texts</b>	<ul style="list-style-type: none"> <li>• Robbins, S. &amp; Coulter, M. – <i>Management</i> (Latest Edition) → <b>Yes</b></li> <li>• Mullins, L. – <i>Management and Organisational Behaviour</i> → <b>Yes</b></li> <li>• Harvard Business Review articles (selected topics in leadership, strategy, and HR) → <b>Yes</b></li> <li>• Academic theses and research papers in business administration and management → <b>Yes</b></li> </ul>	Yes
<b>Websites</b>	<ul style="list-style-type: none"> <li>• Cambridge Learning Resources <a href="https://www.cambridge.org">https://www.cambridge.org</a></li> <li>• Google Scholar (for academic articles) <a href="https://scholar.google.com">https://scholar.google.com</a></li> <li>• Harvard Business Review <a href="https://hbr.org">https://hbr.org</a></li> <li>• University of Mosul Library System <a href="https://oliye.net/opac/index.php?formaction=search&amp;qt=300">https://oliye.net/opac/index.php?formaction=search&amp;qt=300</a></li> <li>• Investopedia (for simplified business concepts) <a href="https://www.investopedia.com">https://www.investopedia.com</a></li> </ul>	

### Grading Scheme

#### Grading Chart

Group	Grade	Recognition	Marks %	Definition
<b>Success Group</b> (50 - 100)	<b>A - Excellent</b>	<b>Privilege</b>	90 - 100	Outstanding Performance
	<b>B - Very Good</b>	<b>Very good</b>	80 - 89	Above average with some errors
	<b>C - Good</b>	<b>Good</b>	70 - 79	Sound work with notable errors
	<b>D - Satisfactory</b>	<b>Medium</b>	60 - 69	Fair but with major shortcomings
	<b>E - Sufficient</b>	<b>Acceptable</b>	50 - 59	Work meets minimum criteria
<b>Fail Group</b>	<b>FX – Fail</b>	<b>Deposit (in processing)</b>	(45-49)	More work required but credit awarded

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(0 – 49)	F – Fail	Fail	(0-44)	Considerable amount of work required

**Note:** Decimal points above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54. The University has a zero-tolerance policy for "near-success failures", so the only modification to the marks awarded by the original proofreaders would be the automatic rounding described above.

## MODULE DESCRIPTION FORM

### نموذج وصف المادة الدراسية

Module Information				
معلومات المادة الدراسية				
Module Title	<b>Human rights and Democracy</b>		Module Delivery	
Module Type	Basic		<input checked="" type="checkbox"/> Theory <input type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	<b>UOM-104</b>			
ECTS Credits	2			
SWL (hr/sem)	<b>50</b>			
Module Level	UGx	Semester of Delivery	One	
Administering Department	Type Dept. Code	College	Type College Code	
Module Leader	Sawsan Khalid Abd-El-Ghany		e-mail	
Module Leader's Acad. Title	Assistant Professor		Module Leader's Qualification	

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<b>Module Tutor</b>	Name (if available)	<b>e-mail</b>	E-mail
<b>Peer Reviewer Name</b>	Sawsan Khalid Abd-El-Ghany	<b>e-mail</b>	E-mail
<b>Scientific Committee Approval Date</b>	13/08/2024	<b>Version Number</b>	1.0

<b>Relation with other Modules</b> العلاقة مع المواد الدراسية الأخرى			
<b>Prerequisite module</b>	None	<b>Semester</b>	
<b>Co-requisites module</b>	None	<b>Semester</b>	

<b>Module Aims, Learning Outcomes and Indicative Contents</b> أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية	
<b>Module Objectives</b> أهداف المادة الدراسية	<ol style="list-style-type: none"> <li>1. Ensuring the consolidation and respect of the principles of human rights and democracy.</li> <li>2. The necessity of loving one's homeland and its citizens, and planting the seeds of peaceful coexistence and dignified living for all components by spreading a culture of acceptance of others and respect for their religious, political, cultural, and social particularities.</li> <li>3. The necessity of cooperating with state institutions to establish security and peace in the country.</li> </ol>
<b>Module Learning Outcomes</b> مخرجات التعلم للمادة الدراسية	<p>Learning outcomes are cognitive and skill-based, achieved through:</p> <ol style="list-style-type: none"> <li>1. Students' knowledge of the human rights principles necessary for their practical lives.</li> <li>2. Achieving the objectives of preparing students with sufficient knowledge of the basics of human rights, their concepts, types, and the efforts of the international community to defend human rights. International and non-international organizations seek to promote respect for human rights and work to develop society by encouraging participation in the labor market through educational courses and workshops, in addition to supporting small projects.</li> <li>Encouraging students to coexist as individuals in an integrated society, urging them to love their homeland and show absolute loyalty to it.</li> <li>4. Encouraging students to participate in the political electoral process and have an active national presence therein, to understand the principles of democracy and work to ensure its success, and to understand national constitutions and the rights and freedoms they entail.</li> <li>5. The necessity of cooperating with state institutions to achieve security and political stability in the country, and encouraging the integration of national human rights action plans into development plans.</li> <li>6. Preparing students with the ability to deal with the labor market in their field of specialization.</li> </ol>

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<b>Indicative Contents</b> المحتويات الإرشادية	<p>The guiding content includes the following:</p> <p>Part A - The concept of human rights and international legitimacy  Group and specific rights  Grave human rights violations  The Human Rights Council and human rights protection mechanisms  Contemporary challenges in the field of human rights</p> <p>Part B – Introduction to Democracy, including:  Democracy: historical origins and development  Islam and democracy  Democratic institutions and mechanisms  Elections as a democratic mechanism  Political parties  Civil society and pressure groups  Democracy in practice  Guarantees for regulating rights and freedoms in a democratic system  Media and democracy  Democracy in a comparative and contemporary context: issues and applications</p>
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<b>Learning and Teaching Strategies</b> استراتيجيات التعلم والتعليم	
<b>Strategies</b>	<p>The main strategy adopted in delivering this course is to encourage student participation in preparing assignments and class discussions, while simultaneously improving and expanding their critical thinking skills. This will be achieved through interactive classroom and educational programs, and the presentation of simple case studies that include some theoretical explanations of the subject.</p>

<b>Student Workload (SWL)</b> الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا			
<b>Structured SWL (h/sem)</b> الحمل الدراسي المنتظم للطالب خلال الفصل	33	<b>Structured SWL (h/w)</b> الحمل الدراسي المنتظم للطالب أسبوعيا	2
<b>Unstructured SWL (h/sem)</b> الحمل الدراسي غير المنتظم للطالب خلال الفصل	17	<b>Unstructured SWL (h/w)</b> الحمل الدراسي غير المنتظم للطالب أسبوعيا	1
<b>Total SWL (h/sem)</b> الحمل الدراسي الكلي للطالب خلال الفصل	50		

<b>Module Evaluation</b> تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
<b>Formative assessment</b>	<b>Quizzes</b>	2	10% (10)	5-11	LO #1-#2-#3-#4-#5
	<b>Online Assignments</b>	2	10% (10)	7-12	LO #1-#2-#3-#4-#5

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	Onsite Assignments	2	10% (10)	6-13	LO #1-#2-#3-#4-#5
	Report	1	10% (10)	14	LO #1-#2-#3-#4-#5-#6
Summative assessment	Midterm Exam	1hr	10% (10)	8	LO #1-#2-#3-#4
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

### Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري

	المواد المغطاة Material Covered
Week 1	The Concept of Human Rights and International Legitimacy
Week 2	Group and Specific Rights
Week 3	Grave Human Rights Violations
Week 4	The Human Rights Council and Human Rights Protection Mechanisms
Week 5	Contemporary Challenges in the Field of Human Rights
Week 6	Democracy: Historical Origins and Developments
Week 7	Islam and Democracy
Week 8	Democratic Institutions and Mechanisms
Week 9	Elections as a Democratic Mechanism
Week 10	Political Parties
Week 11	Civil Society and Pressure Groups
Week 12	Democracy in Practice
Week 13	Guarantees for Regulating Rights and Freedoms in a Democratic System
Week 14	Media and Democracy
Week 15	Democracy in Comparative and Contemporary Contexts: Issues and Applications
Week 16	Preparatory week before the final exam.

### Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

Week	Material Covered
Week 1	

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Week 2	
Week 3	
Week 4	
Week 5	
Week 6	
Week 7	

### Learning and Teaching Resources

#### مصادر التعلم والتدريس

	Text	Available in the Library?
<b>Required Texts</b> النصوص المطلوبة	<p>The textbook is a Ministry-approved curriculum authored by several researchers:</p> <p>(Authors of the Human Rights Curriculum) Dr. Musaddaq Adel Talib, Dr. Adnan Ajil Ubaid, Dr. Ayat Salman Shaheeb, Dr. Hamid Ali Jaber, Dr. Abbas Atiya Abdul Quraishi, Dr. Muhammad Awda Muhsin.</p> <p>(Authors of the Democracy Curriculum) Dr. Muntasir Majeed Hamid, Dr. Yasser Ali Ibrahim, Dr. Kadhim Ali Mahdi, Dr. Ahmed Yahya Hadi, Dr. Abbas Atiya Abdul Quraishi, Dr. Anwar Saeed Jawad, Dr. Ihsan Muhammad Hadi.</p>	
<b>Recommended Texts</b> النصوص الموصى بها		
<b>Websites</b> المواقع الالكترونية	The Hague Convention of 1908, numerous explanatory videos on international humanitarian law and international human rights law, videos about the United Nations.	

### Grading Scheme

#### مخطط الدرجات

Group	Grade	التقدير	Marks %	Definition
<b>Success Group</b> (50 - 100)	<b>A - Excellent</b>	امتياز	90 - 100	Outstanding Performance
	<b>B - Very Good</b>	جيد جدا	80 - 89	Above average with some errors
	<b>C - Good</b>	جيد	70 - 79	Sound work with notable errors
	<b>D - Satisfactory</b>	متوسط	60 - 69	Fair but with major shortcomings
	<b>E - Sufficient</b>	مقبول	50 - 59	Work meets minimum criteria
<b>Fail Group</b> (0 - 49)	<b>FX – Fail</b>	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	<b>F – Fail</b>	راسب	(0-44)	Considerable amount of work required

**Note:** Marks 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.



٣٠٣ - ٢٠٢٠

# MODULE DESCRIPTION FORM

## نموذج وصف المادة الدراسية

Module Information				
معلومات المادة الدراسية				
Module Title	<b>Computer-Based Administrative Applications</b>			Module Delivery
Module Type	Core			<input checked="" type="checkbox"/> Theory <input type="checkbox"/> Lecture <input checked="" type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	<b>UOM-2032</b>			
ECTS Credits	4			
SWL (hr/sem)	100			
Module Level	UGx1	Semester of Delivery	1	
Administering Department	Type Dept. Code	College	Type College Code	
Module Leader	Lec. Ali Samir Ali	e-mail	ali_samir@uomosul.edu.iq	
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	Master	
Module Tutor	Azal Qussay Saeed	e-mail	Azal.alfahadi@uomosul.edu.iq	
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	21/09/2025	Version Number	1.0	

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## Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

<b>Prerequisite module</b>	None	<b>Semester</b>	
<b>Co-requisites module</b>	None	<b>Semester</b>	

## Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

<b>Module Objectives</b> أهداف المادة الدراسية	<ol style="list-style-type: none"><li>1. Provide students with fundamental knowledge and skills in computer networks, cybersecurity, e-commerce, and computer troubleshooting.</li><li>2. Introduce the basics of artificial intelligence and its applications in daily life and various fields, while discussing the associated ethical and future challenges.</li><li>3. Develop students' ability to utilize computer tools and solve technical problems within educational and practical environments.</li><li>4. Clarify the role of technology and intelligent applications in enhancing educational performance and community services.</li><li>5. Prepare technically proficient students capable of supporting educational and pedagogical institutions in Iraqi society through effective use of computer technology.</li><li>6. Encourage innovation and critical thinking among students by integrating technology and digital solutions into educational projects and practical applications.</li></ol>
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By the end of this course, the student will be able to:

**Module Learning  
Outcomes**

مخرجات التعلم للمادة الدراسية

1. Define the components and types of networks, and explain the fundamentals of network security and associated threats.
2. Describe e-banking services and apply the use of certain tools such as ATMs and mobile banking.
3. Identify common hardware and software malfunctions and implement practical steps to troubleshoot and repair them.
4. Explain the concept of artificial intelligence, its historical development, and classify its main techniques and methods.
5. Analyze applications of artificial intelligence in education, healthcare, finance, transportation, and marketing.
6. Utilize everyday AI applications, such as virtual assistants on smartphones.
7. Discuss the impact of artificial intelligence on society, international relations, and the future of humanity.
8. Evaluate ethical challenges related to artificial intelligence, including privacy, surveillance, and labor market implications.
9. Infer future trends in artificial intelligence and analyze the latest research and emerging technologies.
10. Apply critical thinking, teamwork, and self-directed learning skills to address technical and ethical issues.

<p style="text-align: center;"><b>Indicative Contents</b></p> <p style="text-align: center;">المحتويات الإرشادية</p>	<p style="text-align: right;"><b>Indicative Content Includes the Following:</b></p> <p style="text-align: right;"><b>Part 1 – Security and Networking</b></p> <ul style="list-style-type: none"> <li>• What is a network? Types of networks.</li> <li>• Basic components of networks.</li> <li>• Fundamentals of network security.</li> <li>• Understanding network threats.</li> <li>• Network troubleshooting and repair. [SSWL = 3 hrs]</li> </ul> <p style="text-align: right;"><b>Part 2 – E-Commerce</b></p> <ul style="list-style-type: none"> <li>• Concept of e-banking services.</li> <li>• Services: ATMs and debit cards.</li> <li>• Mobile banking and SMS banking.</li> <li>• Electronic alerts and mobile banking services. [SSWL = 3 hrs]</li> </ul> <p style="text-align: right;"><b>Part 3 – Computer Troubleshooting</b></p> <ul style="list-style-type: none"> <li>• Identifying common hardware and software problems.</li> <li>• Basic troubleshooting techniques.</li> <li>• Diagnostic tools and problem-solving methods.</li> <li>• Practical exercises on common faults. [SSWL = 6 hrs]</li> </ul> <p style="text-align: right;"><b>Part 4 – Introduction to Artificial Intelligence</b></p> <ul style="list-style-type: none"> <li>• Definition and history of artificial intelligence.</li> <li>• AI techniques and methods.</li> <li>• Ethical considerations and challenges. [SSWL = 6 hrs]</li> </ul> <p style="text-align: right;"><b>Part 5 – AI in Our Daily Lives</b></p> <ul style="list-style-type: none"> <li>• Artificial intelligence in smartphones.</li> <li>• Virtual assistants (e.g., Siri and Google Assistant). [SSWL = 4 hrs]</li> </ul> <p style="text-align: right;"><b>Part 6 – Applications of AI</b></p> <ul style="list-style-type: none"> <li>• AI in education, healthcare, and finance.</li> <li>• AI in transportation, marketing, and advertising. [SSWL = 6 hrs]</li> </ul> <p style="text-align: right;"><b>Part 7 – AI and Society</b></p> <ul style="list-style-type: none"> <li>• Impact of AI on society and international relations.</li> </ul>
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	<ul style="list-style-type: none"> <li>AI and the future of humanity. [SSWL = 3 hrs]</li> </ul> <p style="text-align: right;"><b>Part 8 – Ethical Challenges in AI</b></p>
	<ul style="list-style-type: none"> <li>AI ethics: privacy and surveillance.</li> <li>AI's impact on the labor market. [SSWL = 3 hrs]</li> </ul> <p style="text-align: right;"><b>Part 9 – The Future of AI</b></p>
	<ul style="list-style-type: none"> <li>Future trends in artificial intelligence.</li> <li>Latest research and emerging technologies. [SSWL = 3 hrs]</li> </ul> <hr/> <p style="text-align: right;"><b>Total Hours:</b></p> <ul style="list-style-type: none"> <li>Theoretical = 16 SSWL hours</li> <li>Practical = 32 SSWL hours</li> <li>Total SSWL = 48 hours</li> </ul>

<h3>Learning and Teaching Strategies</h3> <p>استراتيجيات التعلم والتعليم</p>	
Strategies	<ol style="list-style-type: none"> <li>Interactive lecture</li> <li>Brainstorming</li> <li>Dialogue and discussion</li> <li>Practical exercises</li> <li>Self-directed learning and assignment of tasks and reports</li> </ol>

<h3>Student Workload (SWL)</h3> <p>الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا</p>			
Structured SWL (h/sem)	48	Structured SWL (h/w)	3
الحمل الدراسي المنتظم للطالب خلال الفصل		الحمل الدراسي المنتظم للطالب أسبوعيا	

<b>Unstructured SWL (h/sem)</b> الحمل الدراسي غير المنتظم للطلاب خلال الفصل	27	<b>Unstructured SWL (h/w)</b> الحمل الدراسي غير المنتظم للطلاب أسبوعيا	2
<b>Total SWL (h/sem)</b> الحمل الدراسي الكلي للطلاب خلال الفصل	75		

<b>Module Evaluation</b> تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
<b>Formative assessment</b>	<b>Quizzes</b>	2	10% (10)	5 and 10	LO #1, #2 and #10, #11
	<b>Assignments</b>	2	10% (10)	2 and 12	LO #3, #4 and #6, #7
	<b>Projects / Lab.</b>	1	10% (10)	Continuous	All
	<b>Report</b>	1	10% (10)	13	LO #5, #8 and #10
<b>Summative assessment</b>	<b>Midterm Exam</b>	2hr	10% (10)	7	LO #1 - #7
	<b>Final Exam</b>	3hr	50% (50)	16	All
<b>Total assessment</b>			100% (100 Marks)		

<b>Delivery Plan (Weekly Syllabus)</b> المنهاج الاسبوعي النظري
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	<b>Material Covered</b>
<b>Week 1</b>	<b>Security and Networking</b> Definition of networks and their types, basic components of networks.
<b>Week 2</b>	<b>Security and Networking</b> Fundamentals of network security, understanding network threats, and network troubleshooting and repair.
<b>Week 3</b>	<b>E-Commerce</b> Concept of e-banking services, including ATMs, debit cards, and mobile banking.
<b>Week 4</b>	<b>E-Commerce</b> SMS banking, electronic alerts, and mobile banking services.
<b>Week 5</b>	<b>Computer Troubleshooting</b> Identifying common hardware and software problems, troubleshooting techniques, and fault repair.
<b>Week 6</b>	<b>Computer Troubleshooting</b> Diagnostic tools and problem-solving methods.
<b>Week 7</b>	<b>Midterm Exam</b>
<b>Week 8</b>	<b>Introduction to AI</b> Definition and history of artificial intelligence, AI techniques and methods.
<b>Week 9</b>	<b>Introduction to AI</b> Ethical considerations and challenges in AI.
<b>Week 10</b>	<b>AI in Our Daily Lives</b> Artificial intelligence in smartphones, virtual assistants (Siri, Google Assistant).
<b>Week 11</b>	<b>Applications of AI</b> AI applications in education, healthcare, finance, transportation, marketing, and advertising.

<b>Week 12</b>	<b>AI and Society</b> Impact of artificial intelligence on society and international relations, AI and the future of humanity.
<b>Week 13</b>	<b>Ethical Challenges in AI</b> AI ethics, privacy and surveillance, and the impact of AI on the labor market.
<b>Week 14</b>	<b>The Future of AI</b> Future trends in artificial intelligence, latest research, and emerging technologies.
<b>Week 15</b>	<b>Exam</b>
<b>Week 16</b>	<b>Comprehensive Final Review</b> Review of all topics, solving practical and theoretical questions in preparation for the final exam.
<b>Delivery Plan (Weekly Lab. Syllabus)</b> المنهاج الاسبوعي للمختبر	
	<b>Material Covered</b>
<b>Week 1</b>	<b>Security and Networking</b> Definition of networks and their types, basic components of networks.
<b>Week 2</b>	<b>Security and Networking</b> Fundamentals of network security, understanding network threats, and troubleshooting and repairing networks.
<b>Week 3</b>	<b>E-Commerce</b> Concept of electronic banking services, including ATMs, debit cards, and mobile banking.
<b>Week 4</b>	<b>E-Commerce</b> SMS banking, electronic alerts, and mobile banking services.
<b>Week 5</b>	<b>Computer Troubleshooting</b> Identifying common hardware and software issues, troubleshooting techniques, and fault repair.

Week 6	<b>Computer Troubleshooting</b> Diagnostic tools and problem-solving methods.
Week 7	<b>Midterm Exam</b>
Week 8	<b>Introduction to AI</b> Definition and history of artificial intelligence, AI techniques and methods.
Week 9	<b>Introduction to AI</b> Ethical considerations and challenges in artificial intelligence.
Week 10	<b>AI in Our Daily Lives</b> Artificial intelligence in smartphones, virtual assistants (Siri, Google Assistant).
Week 11	<b>Applications of AI</b> AI applications in education, healthcare, finance, transportation, marketing, and advertising.
Week 12	<b>AI and Society</b> Impact of artificial intelligence on society and international relations, AI and the future of humanity.
Week 13	<b>Ethical Challenges in AI</b> AI ethics, privacy and surveillance, and the impact of AI on the labor market.
Week 14	<b>The Future of AI</b> Future trends in artificial intelligence, latest research, and emerging technologies.
Week 15	<b>Exam</b>
Week 16	<b>Computer Lab Review</b> Review all topics from Computer Troubleshooting, and solve practical and theoretical questions in preparation for the final exam.

## Learning and Teaching Resources

مصادر التعلم والتدريس




	Text	Available in the Library?
Required Texts	<ul style="list-style-type: none"> <li>Graham Brown, David Watson, <i>Cambridge IGCSE Information and Communication Technology</i>, 3rd Edition (2020).</li> <li>الخضر علي الخضر بحاث، أساسيات الحاسوب، 2016.</li> <li>الدكتور عادل عبدالنور، مدخل إلى عالم الذكاء الاصطناعي، 2005.</li> </ul>	Yes
Recommended Texts	<ul style="list-style-type: none"> <li>Alan Evans, Kendall Martin, Mary Anne Poatsy, <i>Technology In Action Complete</i>, 16th Edition (2020).</li> </ul>	No
Websites	<a href="https://pmc.ncbi.nlm.nih.gov/articles/PMC7605294/">https://pmc.ncbi.nlm.nih.gov/articles/PMC7605294/</a>	

Grading Scheme				
مخطط الدرجات				
Group	Grade	التقدير	Marks %	Definition
Success Group (50 - 100)	A – Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C – Good	جيد	70 - 79	Sound work with notable errors
	D – Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E – Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

**Note:** Marks 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.

Code	Course/Module Title	ECTS	Semester
UOM-2032	Computer Course level II	3.00	1
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USSWL (hr/w)
1	2	48	27
Description			
<p>This course aims to provide students with fundamental knowledge and skills in the areas of network security, e-commerce, and computer troubleshooting, in addition to introducing the basics of artificial intelligence and its applications in daily life and various fields, while discussing the associated ethical and future challenges.</p>			

  
 م.علي سمير علي

  
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# MODULE DESCRIPTION FORM

## Sample course description

Module Information			
Course Information			
Module Title	<b>Marketing Management</b>		Module Delivery
Module Type	Basic learning activity		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	4		
SWL (hr/sem)			
Module Level		UC	Semester of Delivery
			2
Administering Department		College of Administration and Economics	
Module Leader	Alaa Abd El , Salam Al , Hamdani		e-mail
			<a href="mailto:alaa_abdulsalam@uomosul.edu.iq">alaa_abdulsalam@uomosul.edu.iq</a>
Module Leader's Acad. Title		Assistant Professor	Module Leader's Qualification
			Prof- PhD
Module Tutor	Alaa Abd El , Salam Al , Hamdani Ahmed Yousef Al-Bajari Israa Tariq Hussein Mustafa Abi Saeed		e-mail
			<a href="mailto:alaa_abdulsalam@uomosul.edu.iq">alaa_abdulsalam@uomosul.edu.iq</a> <a href="mailto:ahmed_yosif@uomosul.edu.iq">ahmed_yosif@uomosul.edu.iq</a> <a href="mailto:israa_tarek@uomosul.edu.iq">israa_tarek@uomosul.edu.iq</a> <a href="mailto:Mustafa.aldeiwachi@uomosul.edu.iq">Mustafa.aldeiwachi@uomosul.edu.iq</a>
Peer Reviewer Name			e-mail
			E-mail

  
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<b>Scientific Committee Approval Date</b>	30/ 10 /2024	<b>Version Number</b>	1.0
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<b>Relation with other Modules</b>			
<b>Relationship with other subjects</b>			
<b>Prerequisite module</b>	None	<b>Semester</b>	
<b>Prerequisites Module</b>			
<b>Co-requisites module</b>	None	<b>Semester</b>	
<b>Common Requirements Module</b>			

<b>Module Aims, Learning Outcomes and Indicative Contents</b>
<b>Course Objectives, Learning Outcomes, and Instructional Contents</b>

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<p><b>Module Objectives</b></p> <p><b>Course Objectives</b></p>	<ul style="list-style-type: none"> <li>• <b>Understanding the fundamental concepts of marketing management:</b> Clarifying the main principles of marketing management, such as the 4Ps marketing mix, market segmentation, targeting, and competitive advantage.</li> <li>• <b>Analyzing the marketing environment and consumer behavior:</b> Evaluating the internal and external factors influencing the marketing process (such as SWOT analysis and the Five Forces model), and understanding consumer motivations and purchasing decision-making.</li> <li>• <b>Developing effective marketing strategies:</b> Designing integrated marketing plans based on data analysis, while applying modern marketing concepts (such as digital marketing and content marketing) to achieve organizational objectives.</li> <li>• <b>Evaluating the ethics and impact of marketing on society:</b> <ul style="list-style-type: none"> <li>• Discussing ethical challenges in marketing practices (such as misleading advertising) and analyzing the impact of sustainability and social responsibility on brand reputation.</li> </ul> </li> </ul>
<p><b>Module Learning Outcomes</b></p> <p><b>Learning Outcomes for the Course</b></p>	<p>Important: Write at least 6 learning outcomes, preferably equal to the number of weeks of study.</p> <ol style="list-style-type: none"> <li>1. The student is able to understand the concept of marketing management.</li> <li>2. The student is able to identify the approaches to studying marketing.</li> <li>3. The student is able to understand the concept of the marketing mix.</li> <li>4. The student is able to identify the marketing environment.</li> <li>5. The student is able to identify market segmentation and the marketing mix.</li> </ol>

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Indicative content includes the following.

- Introducing the concept of marketing, its importance, and its relationship with other managerial concepts.
  - Identifying the approaches to studying marketing and the concept of marketing efficiency.
- Explaining the marketing mix (4Ps) and its importance in achieving market objectives.
- Analyzing the marketing environment and the external factors affecting the organization.
  - Studying consumer behavior and the factors influencing purchasing decisions.
- Clarifying the steps of the purchasing decision-making process and the types of buying decisions.
- Identifying the concept of the market and types of markets (consumer and industrial).
  - Explaining the process of market segmentation and selecting the target market.
- Identifying marketing research and the steps involved in preparing marketing studies.
  - Studying digital marketing and the impact of technology on marketing activities.
- Identifying the concept of green marketing and its environmental and social importance.
- Analyzing international marketing and the impact of globalization on global markets.
- Clarifying the concept of sustainable marketing and its various dimensions.
- Discussing marketing ethics and social responsibility and their impact on the

**Indicative Contents**

**How-to Contents**

	organization's reputation.
<b>Learning and Teaching Strategies</b>	
<b>Learning and Teaching Strategies</b>	
<b>Strategies</b>	<ol style="list-style-type: none"> <li>1- Active Learning: Class discussions after dividing students into groups and competitions among them about what was covered in the classroom</li> <li>2- Realistic Applications: Discussing realistic solutions and problems in public and private sector organizations and presenting them for the purpose of knowing students' ideas in this aspect.</li> <li>3- Scientific Activity: Practical Application Suite Meta Business, Google Analytics Marketing Problems.</li> <li>4- Problem-Based Learning: Presenting real-world scenarios that require analysis of marketing problems.</li> <li>5- Integrating Technology: Leveraging Online Resources for Interactive Exercises and Simulations</li> <li>6- Assessment and feedback Use a combination of assessments (quizzes, exams, draft presentations) while providing constructive and timely feedback.</li> </ol>

<b>Student Workload (SWL)</b>			
<b>The student's academic load is calculated for 15 weeks</b>			
<b>Structured SWL (h/sem)</b>		<b>Structured SWL (h/w)</b>	
<b>Student's regular academic load during the semester</b>	60	<b>Regular Academic Load of the Student Weekly</b>	5

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<b>Unstructured SWL (h/sem)</b> Student's irregular academic load during class	90	<b>Unstructured SWL (h/w)</b> Student's irregular academic load per week	8
<b>Total SWL (h/sem)</b> The student's total academic load during the semester	150		

<b>Module Evaluation</b>					
<b>Assessment of the course</b>					
		<b>Time/Number</b>	<b>Weight (Marks)</b>	<b>Week Due</b>	<b>Relevant Learning Outcome</b>
<b>Formative assessment</b>	<b>Quizzes</b>	2	10% (10)	4 and 13	5 , 6 , 14
	<b>Tests</b>				
<b>Formative Assessment</b>	<b>Assignments</b>	2	10% (10)	2 and 12	3 , 4 , 13
	<b>Duties</b>				
<b>Formative Assessment</b>	<b>Tutorial Review</b>	1	10% (10)	Continuous	All
	<b>Report</b>	1	10% (10)	13	14
<b>Summative assessment</b>	<b>Midterm Exam</b>				
	<b>Mid-Course Exam</b>	2hr	10% (10)	8	9 , 10 , 11
<b>Evaluation Summary</b>	<b>Final Exam</b>	3hr	50% (50)	16	All
	<b>Final Exam</b>				

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<b>Total assessment Overall assessment</b>	100% (100 Marks)		
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<b>Delivery Plan (Weekly Syllabus)</b>	
<b>Theoretical Weekly Curriculum</b>	
	<b>Material Covered</b>
<b>Week 1</b>	definition of marketing
<b>Week 2</b>	marketing efficiency
<b>Week 3</b>	creation of the marketing mix
<b>Week 4</b>	External elements of the marketing environment
<b>Week 5</b>	Factors influencing purchasing decisions
<b>Week 6</b>	purchasing motives
<b>Week 7</b>	Customer Relationship Management (CRM) concepts, tools, data integration with marketing channels.
<b>Week 8</b>	Mid-Course Exam .
<b>Week 9</b>	consumer markets
<b>Week 10</b>	Principles of market segmentation

  
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<b>Week 11</b>	Steps in marketing research
<b>Week 12</b>	Digital marketing and globalization
<b>Week 13</b>	its importance and dimensions
<b>Week 14</b>	Importance of international marketing and globalization
<b>Week 15</b>	General Review and End of Semester Exam.
<b>Week 16</b>	<b>Final Exam Preparation Week</b>

<b>Delivery Plan (Weekly Lab. Syllabus)</b>	
<b>Weekly Laboratory Curriculum</b>	
	<b>Material Covered</b>
<b>Week 1</b>	—
<b>Week 2</b>	—
<b>Week 3</b>	—

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Week 4	_____
Week 5	_____
Week 6	_____
Week 7	_____

### Learning and Teaching Resources

### Learning and Teaching Resources

	Text	Available in the Library?
Required Texts	Marketing Management / Prof. Ubi Sa'id Al-Dewachi.	Yes
Required Texts		
Recommended Texts		Yes
Recommended Texts		
Websites		
Websites		

### Grading Scheme

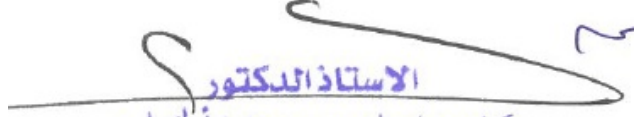
### Grading Chart

Group	Grade	Recognition	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 work with notable errors
	D - Satisfactory	Medium	60 - 69	Fair but with major shortcomings
	E - Sufficient	Acceptable	50 - 59	Work meets minimum criteria

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Fail Group (0 – 49)	FX – Fail	Deposit (in processing)	(45-49)	More work required but credit awarded
	F – Fail	Fail	(0-44)	Considerable amount of work required

**Note:** Decimal points above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54. The University has a zero-tolerance policy for "near-success failures", so the only modification to the marks awarded by the original proofreaders would be the automatic rounding described above.

  
 الاستاذ الدكتور  
 علاء عبد السلام يحيى الخديري

## MODULE DESCRIPTION FORM

### نموذج وصف المادة الدراسية

Module Information		
معلومات المادة الدراسية		
Module Title	Organization Theory	Module Delivery
Module Type	Core	<input checked="" type="checkbox"/> Theory

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Module Code	BA2103		<input checked="" type="checkbox"/> Lecture <input checked="" type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input checked="" type="checkbox"/> Seminar	
ECTS Credits	4			
SWL (hr/sem)	150			
Module Level	C	Semester of Delivery	1	
Business Administration	BA	College	UOMM	
Module Leader	Hassan Thabit Al-Khashab		e-mail	hasan_thabet@uomosul.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.	
Module Tutor	Safaa Idris Aboudi		e-mail	safa_adres@uomosul.edu.iq
Peer Reviewer Name	Raghad Mohammed Yahya		e-mail	raghad.yahya@uomosul.edu.iq
Peer Reviewer Name	Ihab Fakhri Yousif		e-mail	ayhab_fakhry@uomosul.edu.iq
Scientific Committee Approval Date	2025	Version Number		

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module		Semester	
Co-requisites module		Semester	

Module Aims, Learning Outcomes and Indicative Contents	
أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية	

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<p><b>Module Objectives</b> أهداف المادة الدراسية</p>	<p>② <b>Comprehending concepts and historical development:</b> Introducing the student to the basic concepts of organization theory, and tracing the historical development of various schools of thought (classical, behavioral, and modern).</p> <p>② <b>Analyzing and designing organizational structures:</b> Enabling the student to understand the dimensions of organizational structure (complexity, formalization, centralization) and how to design organizational structures that suit the organization's strategy and size.</p> <p>② <b>Studying the organization's interaction with its environment:</b> Equipping the student with the ability to analyze the internal and external environment of the organization, and understanding how environmental variables (and technology) affect the survival and effectiveness of the organization.</p> <p>② <b>Understanding macro-behavioral dynamics and change:</b> Highlighting the concepts of organizational culture, work climate, and how to manage organizational change and development to ensure adaptation to contemporary challenges.</p> <p>② <b>Applying theories to solve administrative problems:</b> Developing the student's ability to link theory with practical reality by using organization theories to diagnose and solve complex administrative and institutional problems.</p>
<p><b>Module Learning Outcomes</b> مخرجات التعلم للمادة الدراسية</p>	<p style="text-align: right;"><b>Module Learning Outcomes</b></p> <p>After successfully passing this module, the student is expected to be able to achieve the following outcomes, divided into three main areas:</p> <p style="text-align: right;"><b>1. Knowledge and Understanding:</b></p> <ul style="list-style-type: none"> <li>• Explain the basic concepts and theories related to organization theory.</li> <li>• Distinguish between different approaches and schools in the study of organizations.</li> <li>• Identify the criteria and indicators used to measure organizational effectiveness.</li> </ul> <p style="text-align: right;"><b>2. Intellectual (Analytical) Skills:</b></p> <ul style="list-style-type: none"> <li>• Evaluate current organizational structures and discover their strengths and weaknesses.</li> <li>• Analyze the impact of technology and the environment on the design and functioning of the organization.</li> <li>• Critique management theories and determine their validity for application in local and international work environments.</li> </ul> <p style="text-align: right;"><b>3. Practical and Professional Skills:</b></p> <ul style="list-style-type: none"> <li>• Draw and design Organizational Charts for virtual or real companies.</li> <li>• Propose strategies for managing organizational change and conflict within the organization.</li> <li>• Work within a team to analyze Case Studies and present written and oral organizational reports and solutions.</li> </ul>

**Indicative Contents**  
المحتويات الإرشادية

**Unit 1: Core Foundations and Concepts**

This unit represents the cornerstone for understanding the nature of organizations and how they interact with their surrounding environment.

- **Concept of an Organization:** A purposeful, consciously coordinated social entity with a clear structure and boundaries, continuously interacting with its environment to achieve common strategic goals.
- **Evolution of Organization Theory:** A historical and intellectual review of the theories that explain how organizations are built, how they function, and their mechanisms for adapting to surrounding changes.
- **Organization Theory vs. Organizational Behavior:**
  - **Organization Theory:** Focuses on the macro-level analysis of structures and systems.
  - **Organizational Behavior:** Focuses on the micro-level analysis of individuals' actions and motivations within these structures.
- **The Impact of Organizations on Society:** A balanced study of the role of organizations; their positive impacts include value creation and driving innovation, while negative impacts may manifest as stifling bureaucracy (red tape), exploitation, or environmental harm.

**Unit 2: Organizational Design and Structure**

This unit focuses on the internal engineering of the organization and how tasks and authorities are distributed.

- **Dimensions of Organizational Structure:** Analyzing the core components that determine the structural shape of an organization, designing it to align perfectly with its strategy and operational environment.
- **Structural Determinants (Centralization, Formalization, and Complexity):**
  - **Centralization:** Examining the mechanisms of concentrating or decentralizing decision-making authority.
  - **Formalization:** Determining the degree to which rules and work procedures are standardized and documented.
  - **Complexity:** Analyzing the multiplicity of vertical and horizontal levels within the organization.
- **Modern Division of Labor:** Transitioning from narrow, monotonous task specialization to relying on self-managed work teams and utilizing multi-dimensional, flexible skills.

**Unit 3: Performance Measurement and Organizational Effectiveness**

This unit is dedicated to ensuring that the organization is moving in the right direction and achieving its desired goals.

- **Organizational Effectiveness:** Measuring the organization's ability to achieve its strategic goals efficiently and optimally utilizing its available resources to ensure its continuity.
- **Approaches to Measuring Effectiveness:** Utilizing multiple and comprehensive evaluation frameworks, including:
  - **The Goal-Attainment Approach:** Focuses on outcomes and results.
  - **The Systems Resource Approach:** Focuses on internal efficiency and securing resources.

- **The Strategic Constituencies Approach:** Focuses on satisfying key stakeholders.
- **Outstanding Performance:** Going beyond achieving basic goals to exceed traditional performance standards through continuous innovation, total quality management, and creating a sustainable competitive advantage that is difficult for competitors to imitate.

#### Unit 4: The Human Element and Innovation Management

The driving force of any successful organization is the minds of its people and their level of commitment.

- **Employee Engagement:** Enhancing the deep emotional and intellectual connection of employees with the organization's vision, which positively and directly reflects on their loyalty and productivity.
- **Innovation Management:** Fostering a supportive organizational climate and providing the necessary resources to generate unprecedented ideas, and then effectively transforming them into value-added products, services, or processes.

#### Unit 5: Adaptation, Sustainability, and Practical Application

This unit aims to ensure the organization's survival and growth in a rapidly changing business environment.

- **Organizational Change Management:** Systematic planning to implement cultural and structural transformations to keep pace with environmental challenges, while adopting effective strategies to mitigate employee resistance to change.
- **Organizational Sustainability:** Ensuring the organization's ability to survive and grow in the long term through a delicate balance between achieving economic profits and committing to social and environmental responsibility.
- **Case Studies (Practical Application):** Knowledge is incomplete without application; therefore, these concepts and theories must be applied to real-world situations of actual companies to enhance critical analysis skills and solve complex administrative problems.

### Learning and Teaching Strategies

استراتيجيات التعلم والتعليم



<b>Strategies</b>	<ul style="list-style-type: none"> <li>❑ Organization theory teaching strategies rely on integrating theory with practical application to ensure deep comprehension.</li> <li>❑ <b>Case Study</b> and <b>Problem-Based Learning (PBL)</b> are used to analyze real-world company challenges and propose solutions.</li> <li>❑ <b>Role-Playing</b> and <b>Group Projects</b> contribute to simulating the work environment and developing practical skills.</li> <li>❑ The <b>Flipped Classroom</b> and <b>Interactive Lectures</b> utilize class time effectively for deep discussions and brainstorming.</li> <li>❑ <b>Critical Reading</b> enhances the ability to understand contemporary management trends and evaluate them systematically</li> </ul>
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<b>Student Workload (SWL)</b> الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا			
<b>Structured SWL (h/sem)</b> الحمل الدراسي المنتظم للطالب خلال الفصل	93	<b>Structured SWL (h/w)</b> الحمل الدراسي المنتظم للطالب أسبوعيا	
<b>Unstructured SWL (h/sem)</b> الحمل الدراسي غير المنتظم للطالب خلال الفصل	107	<b>Unstructured SWL (h/w)</b> الحمل الدراسي غير المنتظم للطالب أسبوعيا	
<b>Total SWL (h/sem)</b> الحمل الدراسي الكلي للطالب خلال الفصل			

<b>Module Evaluation</b> تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
<b>Formative assessment</b>	<b>Quizzes</b>	4	0% (20)	4, 7, 10, 13	LO #2, #3, #4.  LO #4, #5,  LO #6 #7  LO #8 #9
	<b>Online Assignments</b>	2	5% (5)	Continuous	LO #3, #4 and #6, #7
	<b>Onsite Assignments</b>	1	10% (10)	Continuous	All
	<b>Report</b>	1	5% (5)	13	LO #5, #8 and #10
<b>Summative assessment</b>	<b>Midterm Exam</b>	hr1	10% (10)	7	LO #1 - #7
	<b>Final Exam</b>	3hr	50% (50)	16	All
<b>Total assessment</b>			100% (100 Marks)		

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## Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري

	المواد المغطاة Material Covered
Week 1	<b>Introduction to Organization Theory:</b> A historical and intellectual review of the evolution of theories explaining how organizations are built, how they function, and how they adapt to their environment.
Week 2	<b>Concept of the Organization:</b> A purposeful, consciously coordinated social entity with a clear structure and boundaries, interacting with its environment to achieve common goals.
Week 3	<b>Relationship Between Organization Theory and Organizational Behavior:</b> Organization theory focuses on the macro-level analysis of structures, while organizational behavior focuses on the micro-level analysis of individual actions.
Week 4	<b>Positive and Negative Impacts of Organizations:</b> Examining the role of organizations in creating value and innovation, versus their negative challenges such as stifling bureaucracy, pollution, or exploitation.
Week 5	<b>Case Studies:</b> Applying concepts and theories to real-world situations of actual companies to enhance critical analysis and administrative problem-solving skills.
Week 6	<b>Organizational Effectiveness:</b> Measuring the organization's ability to achieve its strategic goals efficiently and optimally utilize its available resources for sustainability.
Week 7	<b>Approaches to Measuring Effectiveness:</b> Using multiple evaluation frameworks, including the goal-attainment approach, the systems resource approach, and the strategic constituencies approach.
Week 8	<b>Outstanding Performance:</b> Surpassing traditional performance standards through continuous innovation, total quality management, and creating a sustainable competitive advantage that is difficult to imitate.
Week 9	<b>Employee Engagement:</b> Enhancing the deep emotional and intellectual connection of employees with the organization's vision, which positively reflects on their loyalty and productivity.
Week 10	<b>Dimensions of Organizational Structure:</b> Analyzing the core components that determine the structural shape of the organization to design it in alignment with its strategy and environment.
Week 11	<b>Innovation Management:</b> Fostering the organizational climate and providing the necessary resources to generate unprecedented ideas and effectively transform them into value-added products or processes.
Week 12	<b>Centralization, Formalization, and Complexity:</b> Examining the mechanisms of concentrating decision-making authority (centralization), the degree to which rules are documented (formalization), and the multiplicity of hierarchical levels (complexity).
Week 13	<b>Organizational Sustainability:</b> Ensuring the organization's ability to survive and grow in the long term through a delicate balance between economic profits and social and environmental responsibility.
Week 14	<b>Modern Division of Labor:</b> Transitioning from narrow and monotonous specialization to task distribution based on self-managed work teams and multi-dimensional, flexible skills.
Week 15	<b>Organizational Change Management:</b> Systematic planning to implement structural and cultural transformations to keep pace with environmental challenges, while adopting strategies to mitigate employee resistance.
Week 16	<b>Final exam</b>

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts النصوص المطلوبة	<ul style="list-style-type: none"> <li>Dagher, Munqith, &amp; Harhoush, Adel. (2001). <i>Organization Management and Organizational Behavior</i>. Iraq.</li> </ul>	
Recommended Texts النصوص الموصى بها	<ul style="list-style-type: none"> <li>Daft, Richard L. (2009). <i>Organization Theory and Design</i> (Rifai Mohammed Rifai &amp; Mohammed Sayed Ahmed, Trans.). Dar Al-Mars Publishing, Riyadh, Saudi Arabia. (Original work published 2007).</li> </ul>	

Grading Scheme مخطط الدرجات				
Group	Grade	التقدير	Marks %	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX - Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F - Fail	راسب	(0-44)	Considerable amount of work required
<p><b>Note:</b> Marks 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.</p>				

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د. ايمن عثماني

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# MODULE DESCRIPTION FORM

## Sample course description

Module Information			
Course Information			
Module Title	<b>Human Resources Management</b>		Module Delivery
Module Type	Core		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	<b>MBA1205</b>		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	UC	Semester of Delivery	
Administering Department	Type Dept. Code	College of Administration and Economics	Type College Code
Module Leader	Prof. Dr. Maysoon Abdullah Al-Shalmeh Assoc. Prof. Dr. Ahmed Hussein Al-Jarjari Assoc. Prof. Dr. Adwa Kamal Hussein Al-Jarrah Assoc. Prof. Dr. Noor Ali Al-Obaidi		e-mail <a href="mailto:basharghanim@uomsul.edu.iq">basharghanim@uomsul.edu.iq</a>
Module Leader's Acad. Title	Assistant Professor	Module Leader's Qualification	PhD
Module Tutor	N. A	e-mail	E-mail
Peer Reviewer Name	N. A	e-mail	E-mail
Scientific Committee Approval Date	/ 10 /2025	Version Number	1.0

  
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<b>Relation with other Modules</b>			
<b>Relationship with other subjects</b>			
<b>Prerequisite module</b>		None	<b>Semester</b>
<b>Prerequisites Module</b>			
<b>Co-requisites module</b>		None	<b>Semester</b>
<b>Common Requirements Module</b>			

<b>Module Aims, Learning Outcomes and Indicative Contents</b>	
<b>Course Objectives, Learning Outcomes, and Instructional Contents</b>	
<b>Module Objectives</b> <b>Course Objectives</b>	<p>12. Enlightenment of the student with the philosophical contents and intellectual foundations of human resources management and its role in paying attention to intangible assets</p> <p>13. Providing the student with knowledge about human resource management practices in business organizations</p> <p>14. Familiarize the student with the challenges facing contemporary business and their implications for human capital management</p> <p>15. Enlightenment of the student with the concepts of human resource management in the light of the productivity of knowledge work</p>

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<p style="text-align: center;"><b>Module Learning Outcomes</b></p> <p style="text-align: center;"><b>Learning Outcomes for the Course</b></p>	<p style="text-align: center;">Important: Write at least 6 learning outcomes, preferably equal to the number of weeks of study.</p> <ol style="list-style-type: none"> <li>32. Differentiates between traditional and contemporary HR management practices</li> <li>33. Understands the importance of improving the quality of work life in contemporary organizations</li> <li>34. Understand the evolution of human resource management and practices</li> <li>35. Acquire the basic knowledge and practical skills needed to manage and deal with a human resource</li> <li>36. Understands the main challenges facing the HR management specialist in dealing with their functions</li> <li>37. Apply the scientific knowledge and facts gained from this course in practical cases</li> <li>38. Applies the knowledge gained in the field of HR management functions</li> <li>39. Have the ability to take responsibility through teamwork and volunteering.</li> <li>40. Have the ability to address the main challenges facing the HR specialist</li> <li>41. Have the opportunity to apply the knowledge they have acquired in class to address issues specific to human resource management</li> </ol>
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**First: File (Bologna Track – Human Resources Management – K1)**

Subject: Fundamentals of Traditional and Contemporary Human Resource Management

Instructional content includes:

1. Introduction to Human Resource Management (20 hours)

- The concept of human resource management and its historical development.
- Difference Between People Management and Strategic Human Resource Management.
- Contemporary Challenges Facing Human Resource Management (Globalization, Technology, Diversity).
- Business Ethics and Social Responsibility in Human Resources Management.

2. Function Analysis and Design (20 hours)

- The concept and importance of job analysis.
- Methods of collecting information on job analysis (interview, questionnaire, observation).
- Job Analysis Outputs: Job description and job incumbent specifications.
- Job Design: Methods of enrichment, expansion, and job rotation.

3. Planning and Polarization (15 hours)

- Strategic Human Resources Planning (Supply and Demand Analysis).
- Predicting human needs (quantitative and qualitative methods).
- Polarization: internal and external sources, advantages and disadvantages.
- Employer Branding.

4. Pick and Assign (10 hours)

- The selection process and its steps (application form, interview, tests).
- Types of interviews (structured, unstructured, behavioral).
- Appointment: Job offers, negotiations, and contracts.
- Onboarding.

5. Training and Development (10 hours)

- Difference Between Training and Development.
- Identify training needs (organizational, mission, and individual level).
- Types of training programs (in-service, out-of-service, e-training).

**Indicative Contents**

**How-to Contents**

	<ul style="list-style-type: none"> <li>Evaluation of training effectiveness (Kirkpatrick model).</li> </ul>
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<b>Learning and Teaching Strategies</b>	
<b>Learning and Teaching Strategies</b>	
<b>Strategies</b>	<p>The main strategy that will be followed in the delivery of this module is to encourage student participation in exercises, while at the same time refining and expanding their critical thinking skills. This will be achieved through classrooms, interactive lessons and by looking at the types of simple experiments involving some sampling activities that are of interest to students.</p>


<b>Student Workload (SWL)</b>			
<b>The student's academic load is calculated for 15 weeks</b>			
<b>Structured SWL (h/sem)</b>		<b>Structured SWL (h/w)</b>	
<b>Student's regular academic load during the semester</b>	78	<b>Regular Academic Load of the Student Weekly</b>	7
<b>Unstructured SWL (h/sem)</b>		<b>Unstructured SWL (h/w)</b>	
<b>Student's irregular academic load during class</b>	122	<b>Student's irregular academic load per week</b>	6

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<b>Total SWL (h/sem)</b>	<b>200</b>
<b>The student's total academic load during the semester</b>	

<b>Module Evaluation</b>					
<b>Assessment of the course</b>					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
<b>Formative assessment</b>	<b>Quizzes Quizzes</b>	2	10% (10)	4 and 13	5 , 6 , 14
	<b>Assignments Assignments</b>	2	10% (10)	2 and 12	3 , 4 , 13
<b>Formative Assessment</b>	<b>Tutorial Review</b>	1	10% (10)	Continuous	All
	<b>Report Report</b>	1	10% (10)	13	14
<b>Summative assessment</b>	<b>Midterm Exam</b>	2hr	10% (10)	8	9 , 10 , 11
<b>Summary Assessment</b>	<b>Mid-Course Exam</b>				
	<b>Final Exam Final Exam</b>	3hr	50% (50)	16	All
<b>Total assessment Overall assessment</b>			100% (100 Marks)		

<b>Delivery Plan (Weekly Syllabus)</b>	
<b>Theoretical Weekly Curriculum</b>	
	<b>Material Covered</b>

  
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<b>Week 1</b>	Human Resource Management / Concept Defining
<b>Week 2</b>	Human Resource Management/Historical Background and Contemporary Factors and Movements Affecting Human Resource Management in the World at the Beginning of the Twenty-First Century
<b>Week 3</b>	Developing an HR strategy
<b>Week 4</b>	Quiz 1
<b>Week 5</b>	Function Analysis
<b>Week 6</b>	Job Description
<b>Week 7</b>	Incumbent Specifications
<b>Week 8</b>	Mid-Course Exam
<b>Week 9</b>	HR Planning
<b>Week 10</b>	Polarization
<b>Week 11</b>	Selection
<b>Week 12</b>	Appointment
<b>Week 13</b>	Test 2
<b>Week 14</b>	Guidance
<b>Week 15</b>	Steps to Mentor a New Employee
<b>Week 16</b>	<b>Final Exam Preparation Week</b>

### Delivery Plan (Weekly Lab. Syllabus)

### Weekly Laboratory Curriculum



	Material Covered
Week 1	-
Week 2	-
Week 3	-
Week 4	-
Week 5	-
Week 6	-
Week 7	-

### Learning and Teaching Resources

### Learning and Teaching Resources

	Text	Available in the Library?
<b>Required Texts</b>	Human Resources Management Book for the Year 2008 - Dar Wael for Printing and Publishing - Amman, Jordan	Yes
<b>Recommended Texts</b>	Various skills and methods for dealing with management and business issues (theses and university theses)	Yes
<b>Websites</b>	<a href="https://oliye.net/opac/index.php?formaction=search&amp;qt=300">https://oliye.net/opac/index.php?formaction=search&amp;qt=300</a>	

### Grading Scheme

### Grading Chart

Group	Grade	Recognition	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

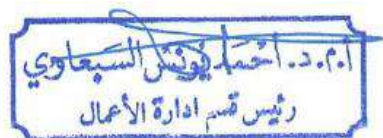
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<b>Module Type</b>	<b>Basic learning activity</b>		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
<b>Module Code</b>	<b>4</b>		
<b>SWL (hr/sem)</b>			
<b>Module Level</b>	UC	<b>Semester of Delivery</b>	
<b>Administering Department</b>			<b>College of Administration and Economics</b>
<b>Module Leader</b>	Alaa Abd El , Salam Al , Hamdani		<b>e-mail</b> <a href="mailto:alaa_abdulsalam@uomosul.edu.iq">alaa_abdulsalam@uomosul.edu.iq</a>
<b>Module Leader's Acad. Title</b>	Assistant Professor	<b>Module Leader's Qualification</b>	Prof- PhD
<b>Module Tutor</b>	Alaa Abd El , Salam Al , Hamdani Ahmed Yousef Al-Bajari Israa Tariq Hussein Mustafa Abi Saeed		<b>e-mail</b> <a href="mailto:alaa_abdulsalam@uomosul.edu.iq">alaa_abdulsalam@uomosul.edu.iq</a> <a href="mailto:ahmed_yosif@uomosul.edu.iq">ahmed_yosif@uomosul.edu.iq</a> <a href="mailto:israa_tarek@uomosul.edu.iq">israa_tarek@uomosul.edu.iq</a> <a href="mailto:Mustafa.aldeiwachi@uomosul.edu.iq">Mustafa.aldeiwachi@uomosul.edu.iq</a>
<b>Peer Reviewer Name</b>		<b>e-mail</b>	E-mail
<b>Scientific Committee Approval Date</b>	30/ 10 /2024	<b>Version Number</b>	1.0

### Relation with other Modules

### Relationship with other subjects



<b>Prerequisite module</b> <b>Prerequisites Module</b>	Marketing Management	<b>Semester</b>	
<b>Co-requisites module</b> <b>Common Requirements Module</b>	None	<b>Semester</b>	

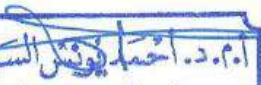
### Module Aims, Learning Outcomes and Indicative Contents

#### Course Objectives, Learning Outcomes, and Instructional Contents

<b>Module Objectives</b> <b>Course Objectives</b>	<p>16. Introducing the student to the concepts of digital marketing and its role in the development of modern businesses</p> <p>17. Enable students to formulate and implement integrated digital marketing strategies</p> <p>18. Training the student on the use of digital platforms and analytical tools in planning, implementation and evaluation Developing digital consumer behavior skills and making data-driven marketing decisions</p> <p>19. Develop digital consumer behavior analysis skills and make data-driven marketing decisions.</p>
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<p style="text-align: center;"><b>Module Learning Outcomes</b></p> <p style="text-align: center;"><b>Learning Outcomes for the Course</b></p>	<p style="text-align: center;">Important: Write at least 6 learning outcomes, preferably equal to the number of weeks of study.</p> <p>42. Analyzing the digital marketing environment and identifying opportunities and challenges in the electronic market.</p> <p>43. Formulate digital marketing models that include social media, search engine optimization ( SEO), and internet marketing.</p> <p>44. Using digital analysis tools to measure the performance of marketing campaigns .</p> <p>45. Develop digital, engaging, and effective content that matches the behavior of the target audience.</p> <p>46. Evaluation of the return on investment (ROI) of digital marketing activities.</p>
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Indicative content includes the following.

- 1 – Introduction to Digital Marketing: Basic Concepts, Historical Development, and Its Importance in the Digital Age
- 2- Digital Marketing Environment: Digital Market Analysis, Discussion, and Modern Technological Trends.
- 3- Digital Consumer Behavior: Customer journey, digital touchpoints, and online purchasing decision-making.
- 4- Digital marketing strategy, goal setting, audience identification, and digital channel mapping.
- 5- Search Engine Optimization ( SEO ) Basic Principles, Keywords and Technical Optimization.
- 6- Social media marketing, planning, content, paid advertising.
- 7- Email marketing: building lists, designing campaigns, and analyzing performance.
- 8- Content marketing: content types, publishing strategies, building trust with the audience.
- 9- Paid Digital Advertising (PPC): Goole Ads), Facebook Ads, Revenue Analysis
- 10- Digital Data Analysis: Key Performance Indicators ( KPIs) and Data-Based Decision-Making.
- 11- E-commerce: Business models, user experience ( UX), and conversion optimization.
- 12- Influencer Marketing and Globalization Marketing: Mechanisms and Best Practices.
- 13- Digital marketing ethics and data privacy protection.
- 14- Case Studies: Analysis of Successful Digital Marketing Campaigns for Iraqi and International Companies.

**Indicative Contents**

**How-to Contents**

<b>Learning and Teaching Strategies</b>	
<b>Learning and Teaching Strategies</b>	
<b>Strategies</b>	<p>7- Active Learning: Class discussions after dividing students into groups and competitions among them about what was covered in the classroom</p> <p>8- Realistic Applications: Discussing realistic solutions and problems in public and private sector organizations and presenting them for the purpose of knowing students' ideas in this aspect.</p> <p>9- Scientific Activity: Practical Application Suite Meta Business, Google Analytics Digital Marketing Problems.</p> <p>10- Problem-Based Learning: Presenting real-world scenarios that require analysis of digital marketing problems.</p> <p>11- Integrating Technology: Leveraging Online Resources for Interactive Exercises and Simulations</p> <p>12- Assessment and feedback Use a combination of assessments (quizzes, exams, draft presentations) while providing constructive and timely feedback.</p>

<b>Student Workload (SWL)</b>			
<b>The student's academic load is calculated for 15 weeks</b>			
<b>Structured SWL (h/sem)</b>		<b>Structured SWL (h/w)</b>	
<b>Student's regular academic load during the semester</b>	60	<b>Regular Academic Load of the Student Weekly</b>	5

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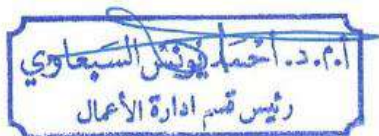
<b>Unstructured SWL (h/sem)</b> Student's irregular academic load during class	90	<b>Unstructured SWL (h/w)</b> Student's irregular academic load per week	8
<b>Total SWL (h/sem)</b> The student's total academic load during the semester	150		

<b>Module Evaluation</b>					
<b>Assessment of the course</b>					
		<b>Time/Number</b>	<b>Weight (Marks)</b>	<b>Week Due</b>	<b>Relevant Learning Outcome</b>
<b>Formative assessment</b>	<b>Quizzes</b>	2	10% (10)	4 and 13	5 , 6 , 14
	<b>Tests</b>				
<b>Formative Assessment</b>	<b>Assignments</b>	2	10% (10)	2 and 12	3 , 4 , 13
	<b>Duties</b>				
<b>Evaluation Summary</b>	<b>Tutorial Review</b>	1	10% (10)	Continuous	All
	<b>Report</b>	1	10% (10)	13	14
<b>Summative assessment</b>	<b>Midterm Exam</b>				
	<b>Mid-Course Exam</b>	2hr	10% (10)	8	9 , 10 , 11
<b>Evaluation Summary</b>	<b>Final Exam</b>	3hr	50% (50)	16	All
	<b>Final Exam</b>				

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<b>Total assessment Overall assessment</b>	100% (100 Marks)		
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<b>Delivery Plan (Weekly Syllabus)</b>	
<b>Theoretical Weekly Curriculum</b>	
	<b>Material Covered</b>
<b>Week 1</b>	Introduction to Digital Marketing, Definition, Importance, Stages, Digital Communication Channels, Digital Marketing Applications.
<b>Week 2</b>	Digital marketing environment, digital market analysis, competition and technological trends.
<b>Week 3</b>	Digital consumer behavior: customer journey, touchpoints, and purchasing decision-making.
<b>Week 4</b>	Digital Marketing Mix ( PS7) Adapting the elements of the mix (product, price, place, promotion, people, processes, digital guides) in the digital environment.
<b>Week 5</b>	Digital Branding and Reputation Management: Building the visual and audio identity of the brand in the digital space, managing digital crises and protecting reputation.
<b>Week 6</b>	Digital Marketing Strategy: Goal setting, Audience Defining, Channel Map.
<b>Week 7</b>	Digital Customer Relationship Management (CRM) concepts, tools, data integration with marketing channels.
<b>Week 8</b>	Mid-Course Exam .
<b>Week 9</b>	Email Marketing: Watermarking Lists, Retail, Campaign Design.
<b>Week 10</b>	Social Media Marketing: Planning, Content, Paid Advertising.
<b>Week 11</b>	Video Marketing (YouTube and TikTok) Building Visual Identity across Platforms.



<b>Week 12</b>	Evaluating and Improving Digital Channel Performance: Analyzing the performance of digital channels through KPIs and tools such as Google Analytics and then optimizing them through the PDCA cycle and A/B tests to increase ROI.
<b>Week 13</b>	Contemporary Issues in Digital Marketing: Artificial Intelligence, Voice Marketing, Challenges in Iraqi Marketing.
<b>Week 14</b>	Digital Marketing Ethics and Data Protection Real-Life Case Studies.
<b>Week 15</b>	General Review and End of Semester Exam.
<b>Week 16</b>	<b>Final Exam Preparation Week</b>

<b>Delivery Plan (Weekly Lab. Syllabus)</b>	
<b>Weekly Laboratory Curriculum</b>	
	<b>Material Covered</b>
<b>Week 1</b>	—
<b>Week 2</b>	—
<b>Week 3</b>	—
<b>Week 4</b>	—
<b>Week 5</b>	—

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Week 6	_____	
Week 7	_____	
<b>Learning and Teaching Resources</b>		
<b>Learning and Teaching Resources</b>		
	<b>Text</b>	<b>Available in the Library?</b>
<b>Required Texts</b>	Al-Wadi, S.H., Al-Ghazawi, M., Z., Abu Nahla, A.A., Al-Khasawneh, J.A., Al-Wadi, B., M. (2025), Introduction to Digital Marketing: A Strategic Perspective, Dar Al-Yazouri, Publishing and Distribution	Yes
<b>Required Texts</b>	Al-Hariri, Khaled Hassan, & Al-Taie, Hamid Abdel Nabi (2022), Fundamentals of Digital Marketing, Amjad Publishing and Distribution: Publishers and Distributors.	
<b>Recommended Texts</b>		Yes
<b>Recommended Texts</b>		
<b>Websites</b>		
<b>Websites</b>		

<b>Grading Scheme</b>				
<b>Grading Chart</b>				
Group	Grade	Recognition	Marks %	Definition
<b>Success Group</b> (50 - 100)	<b>A - Excellent</b>	<b>Privilege</b>	90 - 100	Outstanding Performance
	<b>B - Very Good</b>	<b>Very good</b>	80 - 89	Above average with some errors
	<b>C - Good</b>	<b>Good</b>	70 - 79	Sound work with notable errors
	<b>D - Satisfactory</b>	<b>Medium</b>	60 - 69	Fair but with major shortcomings

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	E - Sufficient	Acceptable	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	Deposit (in processing)	(45-49)	More work required but credit awarded
	F – Fail	Fail	(0-44)	Considerable amount of work required

**Note:** Decimal points above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54. The University has a zero-tolerance policy for "near-success failures", so the only modification to the marks awarded by the original proofreaders would be the automatic rounding described above.

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## MODULE DESCRIPTION FORM

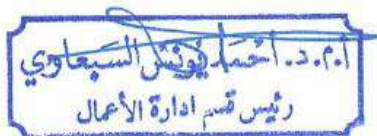
### Sample course description

<b>Module Information</b>		
<b>Course Information</b>		
<b>Module Title</b>	<b>Contemporary Human Resource Management</b>	<b>Module Delivery</b>

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Module Type	Core		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	MBA1205			
ECTS Credits	8			
SWL (hr/sem)	200			
Module Level	Uo	Semester of Delivery	2	
Administering Department	Type Dept. Code	College of Administration and Economics	Type College Code	
Module Leader	Prof. Dr. Maysoon Abdullah Al-Shalmeh Assoc. Prof. Dr. Ahmed Hussein Al-Jarjari Assoc. Prof. Dr. Adwa Kamal Hussein Al-Jarrah Assoc. Prof. Dr. Noor Ali Al-Obaidi	e-mail	<a href="mailto:basharghanim@uomsul.edu.iq">basharghanim@uomsul.edu.iq</a>	
Module Leader's Acad. Title	Assistant Professor	Module Leader's Qualification	PhD	
Module Tutor	N. A	e-mail	E-mail	
Peer Reviewer Name	N. A	e-mail	E-mail	
Scientific Committee Approval Date	/ 10 /2025	Version Number	1.0	

Relation with other Modules			
Relationship with other subjects			
Prerequisite module		None	Semester
Prerequisites Module			


  
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<b>Co-requisites module</b>			
<b>Common Requirements Module</b>		None	<b>Semester</b>

### Module Aims, Learning Outcomes and Indicative Contents

#### Course Objectives, Learning Outcomes, and Instructional Contents

<b>Module Objectives</b>	<ul style="list-style-type: none"> <li>20. Enlightenment of the student with the philosophical contents and intellectual foundations of human resources management and its role in paying attention to intangible assets</li> <li>21. Providing the student with knowledge about human resource management practices in business organizations</li> <li>22. Familiarize the student with the challenges facing contemporary business and their implications for human capital management</li> <li>23. Enlightenment of the student with the concepts of human resource management in the light of the productivity of knowledge work</li> </ul>
<b>Course Objectives</b>	

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<p style="text-align: center;"><b>Module Learning Outcomes</b></p> <p style="text-align: center;"><b>Learning Outcomes for the Course</b></p>	<p style="text-align: center;">Important: Write at least 6 learning outcomes, preferably equal to the number of weeks of study.</p> <p>47. Differentiates between traditional and contemporary HR management practices</p> <p>48. Understands the importance of improving the quality of work life in contemporary organizations</p> <p>49. Understand the evolution of human resource management and practices</p> <p>50. Acquire the basic knowledge and practical skills needed to manage and deal with a human resource</p> <p>51. Understands the main challenges facing the HR management specialist in dealing with their functions</p> <p>52. Apply the scientific knowledge and facts gained from this course in practical cases</p> <p>53. Applies the knowledge gained in the field of HR management functions</p> <p>54. Have the ability to take responsibility through teamwork and volunteering.</p> <p>55. Have the ability to address the main challenges facing the HR specialist</p> <p>56. Have the opportunity to apply the knowledge they have acquired in class to address issues specific to human resource management</p>
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<p><b>Indicative Contents</b></p> <p><b>How-to Contents</b></p>	<p><b>Second:</b> File (Bologna Track – Contemporary Human Resources Management – K2)</p> <p style="text-align: center;">Subject : Advanced and Modern Topics in Human Resource Management</p> <p style="text-align: right;">Instructional content includes:</p> <ol style="list-style-type: none"> <li>1. Performance Management and Compensation Systems (20 hours) <ul style="list-style-type: none"> <li>▪ The concept and objectives of performance management (not just evaluation).</li> <li>▪ Performance appraisal methods (Discretionary Scale, Checklist, Critical Incident Method, 360 Scores).</li> <li>▪ Performance appraisal errors and how to avoid them.</li> <li>▪ Compensation systems: wages, salaries, remuneration.</li> <li>▪ Salary structure design and internal and external justice analysis.</li> </ul> </li> <li>2. Career Management and Employee Retention (20 hours) <ul style="list-style-type: none"> <li>▪ Career Planning (vertical, horizontal, and grid tracks).</li> <li>▪ Theories of Career Counseling (Holland's Theory).</li> <li>▪ Work-Life Balance.</li> <li>▪ Employee Retention: Turnover analysis (turnover percentage, cost, reasons).</li> <li>▪ Retention strategies: Loyalty programs, positive work environment.</li> </ul> </li> <li>3. Occupational Health and Safety and Employee Relations (15 hours) <ul style="list-style-type: none"> <li>▪ Occupational Health and Safety in the Workplace (Security and Prevention Standards).</li> <li>▪ Occupational Stressors: Sources, Impacts, and Stress Management Strategies.</li> <li>▪ Employee Assistance Programs (EAPs).</li> <li>▪ Industrial Relations: Trade Unions, Collective Bargaining, and Dispute Resolution.</li> </ul> </li> <li>4. Digital and Modern HR Management (10 hours) <ul style="list-style-type: none"> <li>▪ Human Resources Information Systems (HRIS).</li> <li>▪ Artificial Intelligence in HR (Choice Automation, Chatbots, Predictive Analysis).</li> <li>▪ Digital talent management and hybrid work.</li> <li>▪ HR Analytics and data-driven decision-making.</li> </ul> </li> <li>5. Contemporary Issues and Future Trends (10 hours) <ul style="list-style-type: none"> <li>▪ Managing diversity and inclusion (D&amp;I) in a multicultural environment.</li> <li>▪ The gig economy and its impact on labor relations.</li> <li>▪ AI ethics in hiring decisions.</li> <li>▪ The Future of Work: Future Skills and Team Restructuring.</li> </ul> </li> </ol>
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<b>Learning and Teaching Strategies</b>	
<b>Learning and Teaching Strategies</b>	
<b>Strategies</b>	The main strategy that will be followed in the delivery of this module is to encourage student participation in exercises, while at the same time refining and expanding their critical thinking skills. This will be achieved through classrooms, interactive lessons and by looking at the types of simple experiments involving some sampling activities that are of interest to students.


<b>Student Workload (SWL)</b>			
<b>The student's academic load is calculated for 15 weeks</b>			
<b>Structured SWL (h/sem)</b>		<b>Structured SWL (h/w)</b>	
<b>Student's regular academic load during the semester</b>	78	<b>Regular Academic Load of the Student Weekly</b>	7
<b>Unstructured SWL (h/sem)</b>		<b>Unstructured SWL (h/w)</b>	
<b>Student's irregular academic load during class</b>	122	<b>Student's irregular academic load per week</b>	6

  
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Total SWL (h/sem)	200
The student's total academic load during the semester	

Module Evaluation					
Assessment of the course					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes Quizzes	2	10% (10)	4 and 13	5 , 6 , 14
	Assignments Assignments	2	10% (10)	2 and 12	3 , 4 , 13
Formative Assessment	Tutorial Review	1	10% (10)	Continuous	All
	Report Report	1	10% (10)	13	14
Summative assessment	Midterm Exam	2hr	10% (10)	8	9 , 10 , 11
Summary Assessment	Mid-Course Exam				
	Final Exam Final Exam	3hr	50% (50)	16	All
Total assessment Overall assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)	
Theoretical Weekly Curriculum	
	Material Covered

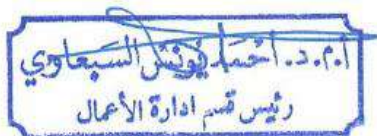
  
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Week 1	Modern HR Training & Development
Week 2	Modern Technologies in Human Resources Performance Management and Evaluation
Week 3	Modern Compensation and Incentive System
Week 4	Quiz 1
Week 5	Artificial Intelligence in Human Resource Management
Week 6	Career Management: Employee Experience Course
Week 7	Modern benefits, services and employee welfare programs
Week 8	Mid-Course Exam
Week 9	Digital Talent Management
Week 10	Managing Human Resource Diversity and Inclusion in the Light of Multiculturalism
Week 11	Hybrid HR Management and Hybrid Work
Week 12	Digital HR Management/Human Capital Skills Development
Week 13	Test 2
Week 14	Cloud HR Management Information System and its Practical Applications
Week 15	Future Directions of Human Resources Management
Week 16	Final Exam Preparation Week

### Delivery Plan (Weekly Lab. Syllabus)

#### Weekly Laboratory Curriculum

Material Covered



Week 1	_____
Week 2	_____
Week 3	_____
Week 4	_____
Week 5	_____
Week 6	_____
Week 7	_____

### Learning and Teaching Resources

### Learning and Teaching Resources

	Text	Available in the Library?
<b>Required Texts</b>	Human Resources Management Book for the Year 2008 - Dar Wael for Printing and Publishing - Amman, Jordan	Yes
<b>Recommended Texts</b>	Various skills and methods for dealing with management and business issues (theses and university theses)	Yes
<b>Websites</b>	<a href="https://oliye.net/opac/index.php?formaction=search&amp;qt=300">https://oliye.net/opac/index.php?formaction=search&amp;qt=300</a>	

### Grading Scheme

### Grading Chart

Group	Grade	Recognition	Marks %	Definition
<b>Success Group</b> (50 - 100)	A - Excellent	<b>Privilege</b>	90 - 100	Outstanding Performance
	B - Very Good	<b>Very good</b>	80 - 89	Above average with some errors
	C - Good	<b>Good</b>	70 - 79	Sound work with notable errors



	D - Satisfactory	Medium	60 - 69	Fair but with major shortcomings
	E - Sufficient	Acceptable	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	Deposit (in processing)	(45-49)	More work required but credit awarded
	F – Fail	Fail	(0-44)	Considerable amount of work required

**Note:** Decimal points above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54). The University has a zero-tolerance policy for "near-success failures", so the only modification to the marks awarded by the original proofreaders would be the automatic rounding described above.

(صالح)  
م.م.ر. احمد ادريس

## MODULE DESCRIPTION FORM

### نموذج وصف المادة الدراسية

Module Information		
معلومات المادة الدراسية		
Module Title	<b>Organizational Behavior</b>	Module Delivery
Module Type	Core	<input checked="" type="checkbox"/> Theory

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Module Code	BA2103		<input checked="" type="checkbox"/> Lecture <input checked="" type="checkbox"/> Lab <input checked="" type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input checked="" type="checkbox"/> Seminar	
ECTS Credits	4			
SWL (hr/sem)	150			
Module Level	C	Semester of Delivery	1	
Business Administration	BA	College	UOMM	
Module Leader	Hassan Thabit Al-Khashab		e-mail	hasan_thabet@uomosul.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.	
Module Tutor	Safaa Idris Aboudi		e-mail	safa_adres@uomosul.edu.iq
Peer Reviewer Name	Raghad Mohammed Yahya		e-mail	raghad.yahya@uomosul.edu.iq
Peer Reviewer Name	Ihab Fakhri Yousif		e-mail	ayhab_fakhry@uomosul.edu.iq
Scientific Committee Approval Date	2026	Version Number		

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module		Semester	
Co-requisites module		Semester	

Module Aims, Learning Outcomes and Indicative Contents
أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

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<b>Organizational Behavior (OB) Module Guide</b>	
<b>Module Objectives</b> أهداف المادة الدراسية	<b>Module Aims</b> <ul style="list-style-type: none"> <li>• <b>Provide a comprehensive knowledge framework:</b> Understand the fundamental concepts and theories of organizational behavior and how to apply them to improve workplace performance.</li> <li>• <b>Analyze individual behavior and motivation:</b> Study individual factors—such as personality, perception, and motivation—and their direct impact on employee productivity and satisfaction.</li> <li>• <b>Understand group dynamics and teamwork:</b> Develop skills in building and managing effective teams, understanding social interaction mechanisms, and resolving organizational conflicts.</li> <li>• <b>Develop leadership and communication skills:</b> Equip students with modern leadership styles and effective communication skills to guide and motivate employees toward achieving organizational goals.</li> <li>• <b>Manage change and organizational culture:</b> Enable students to comprehend the role of organizational culture in shaping the organization's identity and how to successfully manage change to ensure adaptation and sustainability.</li> </ul>
<b>Module Learning Outcomes</b> مخرجات التعلم للمادة الدراسية	<ul style="list-style-type: none"> <li>❑ <b>Distinguish</b> clearly between the fields of Organizational Behavior (Micro-analysis) and Organization Theory (Macro-analysis).</li> <li>❑ <b>Analyze</b> the impact of individual variables on performance by evaluating motivation theories, personality dimensions, and the role of values.</li> <li>❑ <b>Compare</b> traditional and modern leadership theories and their practical applications in diverse organizational settings.</li> <li>❑ <b>Diagnose</b> organizational phenomena such as cynicism and develop strategic solutions to enhance employee engagement and psychological well-being.</li> <li>❑ <b>Evaluate</b> contemporary management trends and ethical standards required for professional integrity.</li> </ul>

<p style="text-align: center;"><b>Indicative Contents</b> المحتويات الإرشادية</p>	<ul style="list-style-type: none"> <li>☐ <b>Concept of OB: Studying individual and group interactions to improve organizational performance.</b></li> <li>☐ <b>OB vs. OT: Distinguishing between macro-level structures and micro-level individual actions.</b></li> <li>☐ <b>Motivation: Analyzing the internal and external forces that drive employee effort and persistence.</b></li> <li>☐ <b>Personality: Understanding the stable psychological traits and behavioral patterns that define individuals.</b></li> <li>☐ <b>Values: Core convictions and principles that guide decisions and define ethical stances at work.</b></li> <li>☐ <b>Organizational Cynicism: A state of distrust and hopelessness toward the organization due to perceived lack of integrity.</b></li> <li>☐ <b>Behavioral Renewal: The process of updating cultural and behavioral patterns to align with modern environmental changes.</b></li> <li>☐ <b>Modern Trends: Studying contemporary concepts like remote work, AI in HR, and emotional intelligence.</b></li> <li>☐ <b>Work Ethics: Professional rules and moral principles that ensure integrity and responsibility in practice.</b></li> <li>☐ <b>Leadership &amp; Management: Distinguishing between administrative control and visionary inspiration/change.</b></li> <li>☐ <b>Traditional Leadership Theories: Theories focused on inherited traits or fixed behavioral styles (e.g., Autocratic vs. Democratic).</b></li> <li>☐ <b>Modern Leadership Theories: Models focused on situational adaptation (Situational) and transforming follower values (Transformational).</b></li> <li>☐ <b>Organizational Engagement: The emotional and intellectual connection an employee has with the organization's vision.</b></li> <li>☐ <b>Groups: Studying teamwork dynamics, stages of group development, and their impact on productivity.</b></li> <li>☐ <b>Psychological Well-being: Enhancing mental health and creating a work environment that prevents burnout.</b></li> </ul>
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<p><b>Learning and Teaching Strategies</b> استراتيجيات التعلم والتعليم</p>	
<p style="text-align: center;"><b>Strategies</b></p>	<ul style="list-style-type: none"> <li>☐ Organization theory teaching strategies rely on integrating theory with practical application to ensure deep comprehension.</li> <li>☐ <b>Case Study</b> and <b>Problem-Based Learning (PBL)</b> are used to analyze real-world company challenges and propose solutions.</li> <li>☐ <b>Role-Playing</b> and <b>Group Projects</b> contribute to simulating the work environment and developing practical skills.</li> <li>☐ The <b>Flipped Classroom</b> and <b>Interactive Lectures</b> utilize class time effectively for deep discussions and brainstorming.</li> <li>☐ <b>Critical Reading</b> enhances the ability to understand contemporary management trends and evaluate them systematically</li> </ul>

<b>Student Workload (SWL)</b> الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا			
<b>Structured SWL (h/sem)</b> الحمل الدراسي المنتظم للطالب خلال الفصل	93	<b>Structured SWL (h/w)</b> الحمل الدراسي المنتظم للطالب أسبوعيا	
<b>Unstructured SWL (h/sem)</b> الحمل الدراسي غير المنتظم للطالب خلال الفصل	107	<b>Unstructured SWL (h/w)</b> الحمل الدراسي غير المنتظم للطالب أسبوعيا	
<b>Total SWL (h/sem)</b> الحمل الدراسي الكلي للطالب خلال الفصل			

<b>Module Evaluation</b> تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
<b>Formative assessment</b>	<b>Quizzes</b>	4	0% (20)2	4 ,7,10,13	LO #2, #3, #4.  LO #4, #5,  LO #6 #7  LO #8 #9
	<b>Online Assignments</b>	2	5% (5)	Continuous	LO #3, #4 and #6, #7
	<b>Onsite Assignments</b>	1	10% (10)	Continuous	All
	<b>Report</b>	1	5% (5)	13	LO #5, #8 and #10
<b>Summative assessment</b>	<b>Midterm Exam</b>	hr1	10% (10)	7	LO #1 - #7
	<b>Final Exam</b>	3hr	50% (50)	16	All
<b>Total assessment</b>			100% (100 Marks)		

<b>Delivery Plan (Weekly Syllabus)</b> المنهاج الاسبوعي النظري	
	Material Covered المواد المغطاة
<b>Week 1</b>	Here is the English translation of the key concepts in <b>Organizational Behavior</b> , summarized in one line each:
<b>Week 2</b>	<b>Concept of Organizational Behavior:</b> Studying the interaction of individuals and groups within the organization to improve overall performance efficiency.
<b>Week 3</b>	<b>OB vs. Organization Theory:</b> Theory focuses on the macro structure (Macro), while behavior focuses on individual actions and motives (Micro).

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Week 4	<b>Study of Motivation:</b> Analyzing the driving forces that propel employees to exert maximum effort to achieve work goals.
Week 5	<b>Personality:</b> Understanding the psychological traits and stable behavioral patterns that distinguish each individual and influence their work.
Week 6	<b>Values:</b> The core convictions and principles that guide an individual's decisions and define their ethical stances within the organization.
Week 7	<b>Organizational Cynicism:</b> A state of distrust and hopelessness toward the organization stemming from a perceived lack of integrity and justice.
Week 8	<b>Behavioral Renewal of Organizations:</b> The process of updating cultural and behavioral patterns to align with modern environmental and technological changes.
Week 9	<b>Modern Trends in OB:</b> Studying contemporary concepts such as remote work, artificial intelligence, and leading with emotional intelligence.
Week 10	<b>Work Ethics:</b> A set of professional rules and principles that ensure integrity and responsibility in occupational practices.
Week 11	<b>Leadership and Management:</b> Management focuses on organization and control, while leadership focuses on inspiration, vision, and driving change.
Week 12	<b>Traditional Leadership Theories:</b> Theories focused on inherited leadership traits or fixed behavioral patterns (such as the autocratic style).
Week 13	<b>Modern Leadership Theories:</b> Models focused on adapting to specific contexts (Situational Leadership) or transforming the convictions of followers (Transformational Leadership).
Week 14	<b>Organizational Engagement:</b> The strength of an employee's emotional and intellectual connection to the organization's vision and their willingness to exert discretionary effort.
Week 15	<b>Groups:</b> Studying the dynamics of work teams, their development stages, and how group interaction impacts productivity.
Week 16	<b>Final Exam</b>

### Learning and Teaching Resources

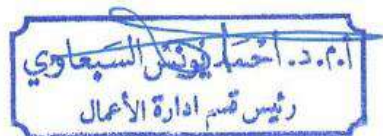
#### مصادر التعلم والتدريس

	Text	Available in the Library?
<b>Required Texts</b> النصوص المطلوبة	<ul style="list-style-type: none"> <li>Dagher, Munqith, &amp; Harhoush, Adel. (2001). <i>Organization Management and Organizational Behavior</i>. Iraq.</li> </ul>	
<b>Recommended Texts</b> النصوص الموصى بها	Robbins, S. P., & Judge, T. A. (2013). <i>Organizational Behavior</i> (15th ed.). (I. A. Basyouni, Trans.). Riyadh, Saudi Arabia: Dar Al-Mars Publishing.	

### Grading Scheme

#### مخطط الدرجات

Group	Grade	التقدير	Marks %	Definition
Success Group	A - Excellent	امتياز	90 - 100	Outstanding Performance



(50 - 100)	B - Very Good	جيد جدا	80 – 89	Above average with some errors
	C – Good	جيد	70 – 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 – 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 – 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

**Note:** Marks 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.

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## Module Description Template Sample course description

Unit Information Course Information		
Unit Title	Process Research Using QSB	Delivery of Units
Unit Type	B	☒ Theory

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<b>Module Code</b>	<b>BA2204</b>		<input checked="" type="checkbox"/> Lecture <input checked="" type="checkbox"/> Laboratory <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> practical <input type="checkbox"/> Symposium
<b>ECTS Accreditations</b>	<b>5.00</b>		
<b>SWL (Secondary) and Class (Hours)</b>	<b>125</b>		
<b>Unit Level</b>	UGx1	<b>Classroom for delivery</b>	Four
<b>Administrative Department</b>	Business Administration Department	<b>University</b>	University of Mosul
<b>Unit Commander</b>	Mudar Hamed Saleh	<b>Email</b>	modhar_hamed@uomosul.edu.iq
<b>Title of the Unit Commander Academy</b>	Teacher	<b>Unit Commander Qualification</b>	Master
<b>Unit Teacher</b>	Eng. Ahmed Ali Al-Hadidi	<b>Email</b>	ahmed.a.aziz@uomosul.edu.iq
<b>Name of the Reviewer</b>	M.M. Shatha Nashwan Mohammed	<b>Email</b>	shatha.mohammed@uomosul.edu.iq
<b>Date of approval of the Scientific Committee</b>		<b>Issue Number</b>	

Relationship with other units Relationship with other subjects			
<b>Prerequisites Module</b>		None	<b>Semester</b>
<b>Common Requirements Module</b>		None	<b>Semester</b>

**Unit Objectives, Learning Outcomes and Instructional Contents  
Course Objectives, Learning Outcomes, and Instructional Contents**

  
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Objectives of the course:

The Operations Research course aims to:

1. Introduce students to the concept of operations research and its importance in supporting and making administrative, engineering and economic decisions.
2. Develop the ability to build mathematical models to represent real-world problems in the fields of business and industry.
3. Train students in the use of quantitative analysis methods such as linear programming, network models, transfer and customization models.
4. Providing students with problem-solving and decision-making skills using scientific and methodological methods.
5. Introduce students to the methods of sensitive analysis to understand the impact of changes in data on solutions.
6. Apply quantum models using computers through programs such as Excel and LINGO.
7. Develop students' critical and analytical thinking skills in dealing with complex problems.
8. Linking the theoretical aspect with practical application by solving realistic problems and applied projects.

**Unit Objectives**  
**Course Objectives**

Learning Outcomes for the Subject:

After completing this course, the student is expected to be able to:

1. Understand the basic concepts of operations research and their applications in the fields of management, economics and engineering.
2. Analysis of real-world problems and their formulation as mathematical models (defining the objective function and constraints)
3. Use of process research techniques and methods such as:
  - Linear Programming
  - Transportation and Customization Models
  - Networking Models
  - Game theory
  - Inventory and Waiting Forms
4. Solve mathematical models using different methods such as graph method and simplex method.
5. Interpret the results and make appropriate decisions based on the solutions reached.
6. Perform sensitive analysis to understand the impact of changes in data on outcomes.
7. Use computer programs such as Excel and LINGO to solve operations research problems.
8. Work individually and collectively to solve problems and make decisions.
9. Develop analytical and critical thinking skills in processing data and problems.

**Module Learning  
Outcomes**

**Learning Outcomes for  
the Course**

10. Apply theoretical knowledge in practical situations through exercises and applied projects.

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How-to Contents  
How-to Contents

## Part A – Theoretical Lectures

### 1. Introduction to Operations Research

- The Concept and Importance of Operations Research
- Its origin and development
- Fields of application in management, engineering and economics

### 2. Mathematical Modeling

- Model Definition and Types
- Steps to build a mathematical model
- Formulating Objective Functions and Constraints

### 3. Linear Programming

- The concept of linear programming
- Basic Hypotheses
- Graphical Method
- Simplex Method

### 4. Sensitivity Analysis

- The impact of the change in transactions
- Interpreting Results and Decision Making

### 5. Transportation & Assignment Problems

- Transportation Models
- Solution Methods (Lower Cost, Vogel, Northwest Corner)
- Customization Model

### 6. Integer Programming

- Correct Macro and Partial Programming
- Branch and Bound Solution Methods

### 7. Game Theory

- Competitive Gaming
- Decision Strategies
- Saddle Point

### 8. Network Models

- Shortest Path
- Maximum Flow
- The Lower Extended Tree

### 9. PERT & CPM (PERT & CPM)

- Project Planning
- Critical Path Identification
- Calculating time and cost

### 10. Inventory Models

- Economic Order Quantity (EOQ) Model
- Different storage models

### 11. Queueing Theory

- Waiting Forms
- Service Times Analysis

## Part B – Practical Aspect

- Solve linear programming problems using software like Excel or LINGO
- Implementing Transport and Customization Models in Practice
- Project Network Analysis Using PERT/CPM

	<ul style="list-style-type: none"> <li>• Solving inventory and waiting issues</li> <li>• The use of computers in modeling and analysis</li> </ul>
	<p><b>Number of hours (approximately)</b></p> <ul style="list-style-type: none"> <li>• Theoretical: 30–40 hours</li> <li>• Practical: 15–20 hours</li> </ul>

**Learning and Teaching Strategies**  
**Learning and Teaching Strategies**

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## Strategies

### First: Teaching Strategies

#### 1. Interactive Lecture

- Explain theoretical concepts such as linear programming and network models
- Engaging students with questions and discussion during the explanation

#### 2. Problem-Based Learning

- Raising factual issues (e.g. transportation or production problems)
- Encouraging students to find solutions using mathematical models

#### 3. Cooperative Learning

- Divide students into groups to solve complex problems
- Exchange of ideas and experiences among students

#### 4. Case Study

- Analysis of real-world cases of companies or organizations
- Apply Operations Research Concepts to Make Appropriate Decisions

#### 5. Project-Based Learning

- Assigning students to projects such as designing an improvement model
- Using computer programs to analyze data

#### 6. Computer-based education

- Using software like Excel Solver or LINGO
- Practical application of mathematical models

#### 7. Brainstorming

- Generate multiple ideas to solve a specific problem
- Developing creative thinking

### Second: Learning Strategies

#### 1. Self-paced learning

- Review concepts and solve exercises individually
- Find additional applications of the material

#### 2. Active Learning

- Participate in solving problems in the classroom
- Ask questions and inquiries

#### 3. Collaborative learning

- Working in groups
- Exchange of different ways of solving

#### 4. Learning by Doing

- Solving Realistic Problems
- Use of software

#### 5. Critical and analytical thinking

- Analysis and interpretation of results
- Evaluating solutions and choosing the best

#### 6. Time Management

- Organizing study time between the theoretical and practical aspects
- Adequate time for training on issues

### Third: Supporting Means and Methods

- Presentations (PowerPoint)
- Smart Whiteboard

	<ul style="list-style-type: none"> <li>• Computer Software (Excel, LINO)</li> <li>• Worksheets &amp; Applied Exercises</li> <li>• Educational Videos</li> </ul>
	<b>Fourth: Evaluation Methods</b> <ul style="list-style-type: none"> <li>• Quizzes</li> <li>• Homework</li> <li>• Applied Projects</li> <li>• Semester and final exams</li> <li>• Assess in-class participation</li> </ul>

<b>Student Workload (SWL)</b> <b>The student's academic load is calculated for 15 weeks</b>			
<b>Structural SWL (h/sem)</b> <b>Student's regular academic load during the semester</b>	48	<b>SWL Regulator (h/w)</b> <b>Regular Academic Load of the Student Weekly</b>	
<b>Unregulated SWL (h/sese)</b> <b>Student's irregular academic load during class</b>	77	<b>Unregulated SWL (h/w)</b> <b>Student's irregular academic load per week</b>	
<b>Total SWL (Classes)</b> <b>The student's total academic load during the semester</b>			

<b>Unit Evaluation</b> <b>Assessment of the course</b>					
		Time/Number	Weight(s)	Week due	Relevant Learning Outcomes
Formative Assessment	Short competitions	1	10%		
	Online Tasks	1	10%		
	Field Missions	1	10%		
	The Report	1	10%		
Final Evaluation	Midterm Exam	1hr	10%		
	Final Exam	3hr	50%		
<b>Overall Evaluation</b>			100% (100 marks)		

<b>Submission Plan (Weekly Curriculum)</b> <b>Theoretical Weekly Curriculum</b>
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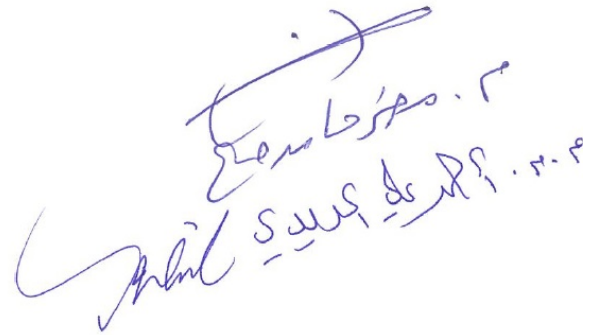
The	Material Covered	Material
Week One		Introduction to QSB
Second week		Importance of the Program
Week Three		Install the software on your computer and access the program
Week Four		Menu bar and tools and its contents
Week 5		Linear Programming
Week Six		Linear Goal Programming
Week 7		Network Modeling
Week 8		Transportation model includes
Week Nine		The Least Cost Method
Tenth week		Northwest Corner Method
Week Eleven		The penalty method
Week 12		A Network Flow Transshipment
Week 13		Maximal Flow Problem
Week 14		NETWORK ANALYSIS INCLUDES
Week 15		Critical Path
Week 16		Exam

Learning and Teaching Resources		
Learning and Teaching Resources		
	Text	Is it available in the library?
Required Texts	<ul style="list-style-type: none"> <li>Operations Research: An Introduction – تأليف Hamdy A. Taha</li> </ul>	yes
Recommended Texts	<ul style="list-style-type: none"> <li>Introduction to Operations Research – تأليف Frederick S. Hillier وGerald J. Lieberman</li> </ul>	yes
Websites		

Classification System				
Grading Chart				
Collection	Grade	Recognition	Percentage	Definition
Success Group (50 - 100)	A. Excellent	Privilege	90 - 100	Outstanding performance
	B – Very Good	Very good	80 – 89	Above average with some mistakes
	C. Good	Good	70 – 79	Audio works with noticeable errors



	D - Satisfactory	Medium	60 – 69	Fair but with big flaws
	E - Sufficient	Acceptable	50 – 59	Work meets minimum standards
Failure Group (0 – 49)	FX – Failure	Deposit (in processing)	(45-49)	It takes more work but the credits have been granted
	F – Failure	Fail	(0-44)	Requires a large amount of work
<p>Decimal points above or below 0.5 will round it to the highest or lowest full score (e.g., a score of 54.5 will round it to 55, while a score of 54.4 will round it to 54). The university has a policy that does not allow any adjustment to the grades awarded by the original score will be the failing failure", so the on-justify "near automatic rounding mentioned above</p>				



## MODULE DESCRIPTION FORM

Module Information			
Module Title	Logistics Management		Module Delivery
Module Type	Essential		<input checked="" type="checkbox"/> Theory <input type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	BA2205		
ECTS Credits	3		
SWL (hr/sem)	48		
Module Level	UG		
Administering Department		College	College of Administration and Economics

د. أحمد أبو بكر السباعي  
 رئيس قسم إدارة الأعمال

<b>Module Leader</b>	omar ◊ Eman Ali Ahmed◊ Amer Hadid hazim	<b>e-mail</b>	amer_asmael@uomosul.edu.iq
<b>Module Leader's Acad. Title</b>	◊Lecturer ◊Lecturer assistant professor	<b>Module Leader's Qualification</b>	
<b>Module Tutor</b>		<b>e-mail</b>	<a href="mailto:aiman_ali@uomosul.edu.iq">aiman_ali@uomosul.edu.iq</a>
<b>Peer Reviewer Name</b>		<b>e-mail</b>	omarhazim@uomosul.edu.iq
<b>Scientific Committee Approval Date</b>	1/2/2026	<b>Version Number</b>	

### Relation with other Modules

<b>Prerequisite module</b>	None	<b>Semester</b>	
<b>Co-requisites module</b>	None	<b>Semester</b>	

### Module Aims, Learning Outcomes and Indicative Contents

<b>Module Objectives</b>	<ol style="list-style-type: none"> <li>1. To enable students to understand the integrated concepts of logistics and supply chain management in the contemporary global environment.</li> <li>2. To train students in applying modern technologies (Internet of Things, predictive analytics) to improve supply chain efficiency.</li> <li>3. To develop skills in designing and implementing integrated logistics systems that include transportation, warehousing, and inventory management within the Iraqi context.</li> <li>4. To equip students to address contemporary logistics challenges: e-commerce, green sustainability, and risk management in global supply chains.</li> <li>5. To connect logistics theories to the local context and analyze the gap between .global and local practices</li> </ol>
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<p style="text-align: center;"><b>Module Learning Outcomes</b></p>	<ol style="list-style-type: none"> <li>1. Design an integrated logistics network encompassing suppliers, distribution centers, and final delivery channels.</li> <li>2. Implement inventory management models (EQQ, JIT, ABCA analysis) using simple tools.</li> <li>3. Analyze the impact of transportation and warehousing decisions on total cost and customer service levels.</li> <li>4. Assess global supply chain risks and develop business continuity plans.</li> <li>5. Utilize Key Performance Indicators (KPIs) to evaluate the efficiency of logistics operations.</li> <li>6. Analyze the impact of digital transformation (e-commerce, delivery platforms) on traditional logistics models.</li> <li>7. Develop green logistics strategies that support environmental sustainability goals.</li> </ol>
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## Indicative Contents

1. Shifting from transportation and warehousing to strategic partnerships within the value chain as a source of organizational competitiveness.
2. Predictive supply chain analytics using big data to anticipate market disruptions and improve decision-making.
3. Enhancing the customer experience across the supply chain, from order placement to final delivery, while ensuring transparency and effective communication.
4. Integrated digital logistics with IoT and blockchain applications for shipment tracking and supply chain security.
5. E-commerce and last-mile logistics with the design of flexible delivery networks tailored to Iraqi cities.
6. Artificial intelligence in inventory management to predict demand, optimize storage levels, and identify consumer patterns.
7. Cloud-based supply chain management platforms, their advantages in instant integration with partners, and the challenges of adoption in Iraqi organizations.
8. Green sustainability in logistics through the design of low-carbon supply chains and recyclable packaging.
9. Digital logistics capital as a strategic organizational asset, encompassing technological infrastructure.
10. Risk management in global supply chains to address geopolitical crises, natural disasters, and market disruptions.
11. Digital Ethics in Supply Chains: Protecting Customer Data, Ensuring Transparency in Product Sources, and Preventing Exploitation.
12. Reverse Logistics as a Value-Added Approach to Returns and Recycling Management within a Circular Economy.
13. The Future of Logistics: The Impact of Autonomous Vehicles, Drones, and Automation on Operational Structures and Workforce Skills.
14. Regional Logistics Integration: Connecting Iraq to Regional Transportation and Storage Networks to Enhance Oil Exports.
15. Case Studies: Applying Global Experiences such as Amazon and Alibaba to the Reality of Iraqi Ports and Border Crossings to Draw Practical Lessons Applicable Locally.

## Learning and Teaching Strategies

<b>Strategies</b>	<ol style="list-style-type: none"> <li>1. Case-based learning: Analyzing real-world logistical problems from the Iraqi market (such as the challenges at the Trebil border crossing).</li> <li>2. Digital simulation: Using simple software to simulate inventory management and transportation decisions.</li> <li>3. Virtual field visits: Virtual tours of regional ports and distribution centers.</li> <li>4. Group projects: Designing a logistics plan for an Iraqi e-commerce startup.</li> <li>5. Seminars with specialists: Inviting experts from the Border Ports Authority and Iraqi logistics companies.</li> </ol>
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## Student Workload (SWL)

<b>Structured SWL (h/sem)</b>	48	<b>Structured SWL (h/w)</b>	
<b>Unstructured SWL (h/sem)</b>		<b>Unstructured SWL (h/w)</b>	
<b>Total SWL (h/sem)</b>			

## Module Evaluation

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
<b>Formative assessment</b>	Quizzes		10%		
	Online Assignments		10%		
	Onsite Assignments		10%		
	Report		10%		
<b>Summative assessment</b>	Midterm Exam		10%		
	Final Exam		50%		
<b>Total assessment</b>			100% (100 Marks)		

  
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## Delivery Plan (Weekly Syllabus)

	Material Covered
Week 1	What is the supply chain function? / The concept and historical development of supply chain management
Week 2	The importance and objectives of supply chain management and its internal organization
Week 3	Types of primary and secondary activities
Week 4	The concept of transportation and the importance of transportation methods
Week 5	Factors determining the selection of transportation methods, classification of carriers
Week 6	The warehousing activity: concept, importance, objectives, and inventory control
Week 7	The customer service activity: importance, objectives, and elements of customer service
Week 8	The information flow and communication activity: concept, importance, and objectives
Week 9	The concept of handling: importance, principles, and specialized equipment
Week 10	The importance of packaging and considerations
Week 11	What are the scientific principles of purchasing?
Week 12	The importance of supplying the right quantity and the factors that determine the right quantity
Week 13	The concept, importance, and factors determining price and time
Week 14	Supply sources, selection decision, and stages
Week 15	Artificial intelligence and supply chains
Week 16	Artificial intelligence and logistics activities

## Learning and Teaching Resources

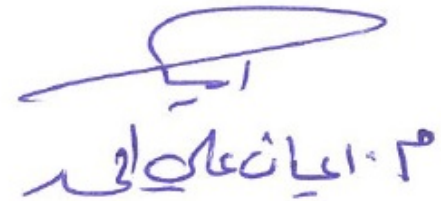
	Text	Available in the Library?
Required Texts	Al-Sa'aydeh, 2005, The Integrated Approach to Supply Chain Management (Traditional, Modern, Digital), Dar Al-Yazouri .for Publishing and Distribution	
Recommended Texts	Al-Kafi, M.Y. (2021), Logistics Management: Green Physical Supply and Distribution, Academy Publishing and Distribution . .House	
Websites		

## Grading Scheme

Group	Grade	Grade	Marks %	Definition
Success Group (50 - 100)	A – Excellent	Excellent	90 - 100	Outstanding Performance
	B - Very Good	Very Good	80 – 89	Above average with some errors
	C – Good	Good	70 – 79	Sound work with notable errors
	D - Satisfactory	Average	60 – 69	Fair but with major shortcomings
	E - Sufficient	Acceptable	50 – 59	Work meets minimum criteria



<b>Fail Group (0 – 49)</b>	<b>FX – Fail</b>	Fail (Under Review)	(45-49)	More work required but credit awarded
	<b>F – Fail</b>	Fail	(0-44)	Considerable amount of work required
<p><b>Note:</b> Marks 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.</p>				

  
 أ.م.د. أحمد نور أحمد هازم

## MODULE DESCRIPTION FORM

### Sample course description

Module Information				
Course Information				
Module Title	<b>Arabic Language 2</b>			Module Delivery
Module Type	Basic			<input checked="" type="checkbox"/> Theory <input type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	<b>UOM-101</b>			
ECTS Credits	2			
SWL (hr/sem)	<b>50</b>			
Module Level	UGx	Semester of Delivery		
Administering Department	Type Dept. Code	College	Type College Code	
Module Leader	Eng. Noor Ahmed Hazem		e-mail	
Module Leader's Acad. Title	Assistant Lecturer		Module Leader's Qualification	
Module Tutor	Name (if available)		e-mail	E-mail
Peer Reviewer Name	Eng. Noor Ahmed Hazem		e-mail	E-mail

أ.م.د. أحمد نور أحمد هازم  
 رئيس قسم إدارة الأعمال

Scientific Committee Approval Date	2026-2027	Version Number	1.0
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Relation with other Modules Relationship with other subjects			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents Course Objectives, Learning Outcomes, and Instructional Contents	
<b>Module Objectives</b> <b>Course Objectives</b>	1- Identify the concept and types of verbs. 2- Identify nominal and verb sentence types. 3- Identify the Extended Thousand and the Thousand Cabin 4- Training students on how to benefit from the Arabic language positively to achieve goals. 5- Recognize common mistakes. 6- Familiarize yourself with the language of administrative books. 7- Learn how to write an administrative letter. 8- Differentiation between noon, noun and aleject difference. 9 – Differentiating between the adherent and the dha'.
<b>Module Learning Outcomes</b> <b>Learning Outcomes for the Course</b>	The required learning outcomes are as follows: 1. The student should understand grammar and morphological rules. 2. The student should have knowledge of the most prominent types of verbs and sentences and how to differentiate between them. 3. The student should have the ability to link the text with the way reports are written, especially in the field of business administration. 4. Explaining through the teaching and in detail for each of the topics specified in the curriculum. 5. The Inductive Method. 6. Dialogue and discussion.

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<b>Indicative Contents How-to Contents</b>	How-to content includes.
	<ol style="list-style-type: none"> <li>1. The student should understand grammar and morphological rules.</li> <li>2. The student should have knowledge of the most prominent types of sentences and verbs and differentiate between them.</li> <li>3. The possibility of linking the method of writing the text and reports and the extent to which they are useful in the discipline of management and economics.</li> <li>4. Learning how to dialogue, discuss, and paying attention to the aspects of common language errors.</li> <li>5. Focus on analytical skills by focusing on analyzing linguistic texts from grammatical or linguistic errors.</li> <li>6. Focus on skills related to how to employ the Arabic language at work.</li> <li>7- Focusing on the administrative importance of the book and taking into account the common linguistic errors in it.</li> <li>8- Differentiating between the elongated thousand and the one thousand compartments.</li> <li>9. Differentiating between the errors that occur between the dhaad and the dhaa and the linguistic significance of them.</li> <li>10. Considering the distinction between the Hamza of the Cut and the Hamza of the Connection.</li> <li>11. The rule of the Alef Difference, the Noon, and the notation, and the formal aspects of the administrative books and the language used in them.</li> </ol>

<b>Learning and Teaching Strategies</b>	
<b>Strategies</b>	<p style="text-align: center;"><b>Learning and Teaching Strategies</b></p> <p>The main strategy that will be adopted in the delivery of this course is to encourage students' participation in the preparation of assignments and class discussions, while at the same time improving and expanding their critical thinking skills. This will be achieved through interactive classrooms and tutorials and the presentation of some simple case studies that include some theoretical explanations of the material.</p>


<b>Student Workload (SWL)</b>			
<b>The student's academic load is calculated for 15 weeks</b>			
<b>Structured SWL (h/sem)</b> <b>Student's regular academic load during the semester</b>	33	<b>Structured SWL (h/w)</b> <b>Regular Academic Load of the Student Weekly</b>	2
<b>Unstructured SWL (h/sem)</b> <b>Student's irregular academic load during class</b>	17	<b>Unstructured SWL (h/w)</b> <b>Student's irregular academic load per week</b>	1



Total SWL (h/sem) The student's total academic load during the semester	50
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Module Evaluation Assessment of the course					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	10% (10)	5-11	LO #1-#2-#3-#4
	Online Assignments	2	10% (10)	7-12	LO #1-#2-#3-#4
	Onsite Assignments	2	10% (20)	6-13	LO #1-#2-#3-#4-#5
	Report	1	10% (10)	14	LO #1-#2-#3-#4-#5-#6
Summative assessment	Midterm Exam	1hr	10% (10)	8	LO #1-#2
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) Theoretical Weekly Curriculum	
	Material Covered    Material
Week 1	The Concept of Language Errors
Week 2	Rules for writing Tying Linked and Open T
Week 3	The Elongated Thousand
Week 4	Thousand Cabins
Week 5	Solar and lunar letters
Week 6	Dhaad and Dhaa
Week 7	Cutting Hamza
Week 8	Al Wasl
Week 9	Language Applications for Common Mistakes
Week 10	Administrative Apps for Common Mistakes
Week 11	Meanings of prepositions
Week 12	A. Differentiation
Week 13	The rule of noon and intonation
Week 14	Formal Aspects of Administrative Discourse
Week 15	The Language of Administrative Discourse
Week 16	Preparatory week before the final exam    Preparatory week before the final exam

  
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Learning and Teaching Resources		
	Text	Available in the Library?
Required Texts Required Texts	<ul style="list-style-type: none"> <li>Abu Abd al-Rahman, Al-Khalil Ibn Ahmed al-Farahidi (1995), Sentences in Grammar, World of Books, Beirut.</li> <li>Abu al-Fath, Othman bin Jinni al-Musli, The Shine in Arabic by Ibn Jinni, Dar al-Kutub al-Thaqafi, Kuwait.</li> </ul>	
Recommended Texts Recommended Texts	<ul style="list-style-type: none"> <li>Abu Abd al-Rahman, Al-Khalil Ibn Ahmed al-Farahidi (1995), Sentences in Grammar, World of Books, Beirut.</li> <li>Abu al-Fath, Othman bin Jinni al-Musli, The Shine in Arabic by Ibn Jinni, Dar al-Kutub al-Thaqafi, Kuwait.</li> </ul>	
Websites Websites		

Grading Scheme				
Grading Chart				
Group	Grade	Recognition	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 work with notable errors
	D - Satisfactory	Medium	60 - 69	Fair but with major shortcomings
	E - Sufficient	Acceptable	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	Deposit (in processing)	(45-49)	More work required but credit awarded
	F – Fail	Failure	(0-44)	Considerable amount of work required
<p><b>Note:</b> Marks 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.</p>				

مدرس مادة  
د. أحمد نور السبعاري

