

Course Description Form

1. Course Name:

Introduction to the Sumerian language (applications to the nominal sentence)

2. Course Code:

the first stage

3. Semester / Year:

Semester system/second semester for the year 2023-2024

4. Description Preparation Date:

14/2/2024

5. Available Attendance Forms:

It is mandatory to attend class at the time and place specified according to the weekly lecture schedule of the Department of Ancient Iraqi Languages

6. Number of Credit Hours (Total) / Number of Units (Total)

45 hours for the second semester/three units

7. Course administrator's name (mention all, if more than one name)

Name: Prof. Dr. Muayyad Muhammad Suleiman

Email: muyaed_ms@uomosul.edu.iq

8. Course Objectives

Course Objectives:

- Training students to read Sumerian texts
- Enabling students to understand the rules of the Sumerian language
- Knowledge of nominal syntax in the Sumerian language
- Identify the types of Sumerian pronouns and prepositions

9. Teaching and Learning Strategies

Strategy

Training students to master the rules of the Sumerian language regarding the construction of the nominal sentence by presenting the translation of the Sumerian cuneiform texts and explaining their grammatical cases

10. the first

the first

Hours

Required
Learning
Outcome
s

Unit or subject name

Learning
method

Evaluation

the first	3	Possessive pronouns,	Sumerian language,	power point slide show,	participation and scientific discussion
			Sumerian language		
			Sumerian language		
			Sumerian language		
			The Sumerian language		
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			The Sumerian language		

11. Course Evaluation

Short repeated tests (5 marks) quiz

Reviewing understanding and understanding of daily preparation and reports (5 marks)

Monthly tests (10 marks)


Semester exams (20 marks)

Final exam (60 marks)

12. Learning and Teaching Resources

Required textbooks (curricular books any)	Fawzi Rashid, Grammar of the Sumerian Language, Damascus, 2009 Nael Hanoun - Sumerian and Akkadian languages - 2016
Main references (sources)	F.A.Ali and others ,Introduction to the study of Ancient Languages ,1980
Recommended books and references (scientific journals, reports...)	nothing


د.م.د. هشام خضير
رئيس قسم اللغات العراقية
القديمة


د.م.د. ابي عبد الله امين
رئيس اللجنة العلمية

Department of Iraqi Ancient Languages

The first stage is a course description form

1. Course Name	
English	
2. Course Code	
The first stage	
3. Semester/year	
The second course 2023/2024	
4. The date this description was prepared	
15/2/2024	
5. Available attendance forms	
classrooms	
6. Number of study hours (total)/number of units (total)	
30 hours	
7. Name of the course administrator (if more than one name is mentioned)	
Name: Zahraa Rabeea Mohammed Email: zahraa_gha79@uomosul.edu.iq	
8. Course objectives	
considered as Skill Use the language English from More important Skills that on Students Acquire it where I became Universities International It is required that He is requester International Advanced For studies on level good in Use the language English writing And they talked.investigation message	Objectives of the study material:Aim to The decision to identification Students on More important basics And rules the language English With what in that Grammar And conversation And also translation Texts English on date Iraq the old to language Arabic.

Enterprise Educational from Value Represent it And from then acquisi Students the behavior Administrator And moral.	
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9. Teaching and learning strategies

-Lectures that He throws it the professor on Students in Halls Scholarship. -interaction Students with Lectures The decision Academic and give Duties Daily for them. -questions And inquiries And discussions Scientific inside the line Academic. -supply Students With sources Scientific To expand in the study And preparation Reports Scientific.	The strategy
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10. Course structure

Oral test	Learning method	Resources for studying the English language	Required learning outcomes	hours	A week
Oral test	-throw Lectures	Definition of the translation process And the mechanism for solving exercise	Planning understand capabilities And knowledge	1	the first
Oral test	Inside the halls	bookheadway the first unit	To perform relev skills Relationship with English language	1	the first
Daily written test	Scholarship	Welcome. Use auxiliary verbs	And master it	1	the second

Daily written test		How to write numbers And read it	Raising motivation levels For high efficiency	1	the second
Daily written test		Unit Two: Your World (Countries and Media)	And development program Continuously academic	1	the third
Solve the book exercises		Use pronouns absentee (he, she, it)	Great communication for Inculcating philosophy of follow up	1	the third
Solve the book exercises		Professions, crafts, negations and interrogative	Education improvement Continuous	1	the fourth
Solve the book exercises		Possessive pronouns (family)	To ensure scientific quality	1	the fourth
Monthly written test	-Assigned Students prepared	Use (have, has)	Encouraging students to self education	1	Fifth

Monthly written test	Reports Scientific on	Translate text to Arabic	And the student be	1	Fifth
Monthly written test	Topics The decision	Translate text to Arabic	Responsibility for studies	1	sixth
Monthly written test	Academic	Unit Three (mathematics)	To remember and understand	1	Sixth
Monthly written test	-Procedure discussions	Simple present tense verb		1	Seventh
Monthly written test	And interact With students from	Translate text to Arabic		1	Seventh
Daily written test	During answer	Knowing time and timings		1	eighth

Daily written test	About questions	Your favorite things		1	eighth
Daily written test	And inquiries	Days of the week words come With the present tense verb		1	Ninth
Daily written test		Interrogative too And the qualities		1	Ninth
Monthly test		Rooms, furniture		1	The tenth
Monthly test		Prepositions and directions		1	The tenth
Monthly test		Standard verbs		1	eleventh
Monthly test		Translate text to Arabic		1	eleventh
Monthly test		Translate text to Arabic		1	twelveth

Monthly test		Past tenses		1	twelveth
Monthly test		Place of birth and actions standard		1	Thirteenth
Monthly test		Have a great time		1	Thirteenth
Monthly test		Questions and denials		1	fourteenth
Monthly test		Translate text to Arabic		1	fourteenth
Monthly test		Translate text to Arabic		1	Fifteenth
Oral test		Study sources English		1	Fifteenth

11. Course evaluation

The grade is distributed out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc.

12. Learning and teaching resources

Headway plus	Required textbooks (methodology, if any)
Beginners	Main references (sources)
English texts about ancient civilizations and monuments	Recommended supporting books and references (scientific journals, reports....)



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القديمة



د. امر نجار
رئيس اللجنة العلمية

Course Description Form

1. Course Name:

Arab-Islamic architecture and arts

2. Course Code:

The first stage

3. Semester / Year:

second semester/2023-2024

4. Description Preparation Date:

12/2/2024

5. Available Attendance Forms:

The time and place specified according to the department's week schedule

6. Number of Credit Hours (Total) / Number of Units (Total)

30 hours

7. Course administrator's name (mention all, if more than one name)

Name: Lecturer Nebras Mohsen Hamoudi
Email: nebras.mohsen@uomsul.edu.iq

8. Course Objectives

Study the history of Arab-Islamic architecture and its evolution across historical eras and learn about the most important architectural elements and phenomena, their characteristics, and the Arab-Islamic styles of decorative arts.

9. Teaching and Learning Strategies

Strategy	Introducing the sources for studying Islamic arts and architecture The origins of architecture and its origins since its inception since the beginning of Islam and the Abbasid era
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10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
First	2	Arts and architecture the days of the prophetic message	Arts and architecture the Arabian Peninsula	theoretical	
Second	2	Planning of the Mosque of the Prophet Muhammad (may God bless him and grant him peace)	Islamic architecture in the era of the Rightly Guided Caliphs	theoretical	Conducting oral exams

Third	2	Arts in Iraq	Islamic arts	theoretical	Duty assignment
Fourth	2	Arts in the Levant and Palestine	Islamic arts	theoretical	Students' participation in the explanation
Fifth	2	Decorative elements in Egypt	Egyptian art	theoretical	Assignments: Conduct oral exams + written exam
Sixth	2	Umayyad architecture in the Levant	Arab-Islamic styles in the Umayyad era	theoretical	Duty assignment
Seventh	2	Planning and architecture of the Umayyad Mosque in Damascus	Islamic buildings	theoretical	Students' participation in the explanation
Eighth	2	Umayyad palaces	Islamic buildings	theoretical	Assignments: Conduct oral exam + written exam
Ninth	2	Islamic architecture in Iraq	Planning and architecture of the mosque of Kufa, Basra and Wasit	theoretical	Conduct a written exam
Tenth	2	Umayyad architecture in Egypt	Planning and architecture of Al-Fustat Mosque	theoretical	Duty assignment
Eleventh	2	Umayyad architecture in North Africa	Planning and architecture of the Kairouan Mosque	theoretical	Students' participation in explanation
Twelfth	2	Mural drawings	Decorative arts	theoretical	Assignments: Conduct oral exams
Thirteenth	2	Mosaic and wood engraving	Decorative arts	theoretical	
Fourteenth	2	Planning of city of Baghdad and Samarra	Arab-Islamic styles in the Abbasid era	theoretical	Assignments: Conduct oral exams + written exam
Fifteenth	2	Planning of the city of Baghdad and Samarra	Arab-Islamic styles in the Abbasid era	theoretical	review

11. Course Evaluation

The grade is distributed out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc.

12. Learning and Teaching Resources


Required textbooks (curricular books, if any)	Arab Islamic Arts (Dr. Abdul Aziz Hamid and Dr Salah Hussein Al-Obaidi)
Main references (sources)	

Recommended books and references
(scientific journals, reports...)

Electronic References, Websites

nothing


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القديمة


د. م. مهنا هيش خضير
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Course Description Form

1. Course Name: Historical geography

2. Course Code: The first stage

1. Semester / Year: 2023-2024

2. Description Preparation Date: 11/2/2024

5. Available Attendance Forms: Daily attendance, 7 days a week

6. Number of Credit Hours (Total) / Number of Units (Total)/ 30 hours

3. Course administrator's name (mention all, if more than one name)

Name: rana waleed fathi

Email: ranawaleed83@uomosul.edu.iq

4. Course Objectives

Course Objectives

Enabling students to learn about the climate and topography of Mesopotamia from a geographical and historical perspective, in addition to the geography of archaeological sites in relation to Mesopotamia. In addition to the distinguished location that Mesopotamia enjoyed and the extent of the influence of other civilizations on the historical geographical background of Mesopotamia.

5. Teaching and Learning Strategies

Strategy	<ul style="list-style-type: none"> - Daily participation in presenting the material. - Tests at the end of each semester of the course. - Tests at the end of each semester. - final exam.
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6. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Historical geography of Mesopotamia	Its goals, scope and curriculum	theoretical	theoretical
2	2	Historical geography of Mesopotamia	The relationship between geography and history		
3	2	General definition of geography	History as background to geography		theoretical
4	2	General definition of geography	Cultural appearance		Assigning students homework
5	2	General definition of geography	Topical approach		Monthly test
6	2	search methods	Research methods in early geographical environments		theoretical
7	2	Natural geography of Mesopotamia	Location and geological formation		Assigning students homework

8	2	Natural geography of Mesopotamia	Terrain and climate		Assigning students homework
9	2	Natural geography of Mesopotamia	Water resources, plants and animals		Monthly test
10	2	A comprehensive study of the population of Mesopotamia	Iraqi man in prehistoric times		theoretical
11	2	A comprehensive study of the population of Mesopotamia	Transition from the stage of gathering food to producing food		
12	2	The ancient environment of the Sumerian civilization	The book-like era		Assigning students homework
13	2	The ancient environment of the Sumerian civilization	Settlement patterns		theoretical
14	2	General patterns of settlement	Caves and open headquarters		
15	2	The effect of geographical background on population structure	The Sumerians, the Arab (insular) peoples, the Amorites, and the Assyrians		Monthly test

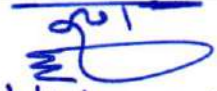
7. Course Evaluation

- View the course
- Focus on daily participation
- Conducting weekly, monthly and end-of-semester tests.

8. Learning and Teaching Resources

Required textbooks (curricular books, if any)	
Main references (sources)	
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	


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القديمة


ا.م.د. السيد محمد نافع السيد
رئيس اللجنة العلمية

Course Description Form

1. Course Name:	
Introduction to museology/first stage	
2. Course Code:	
3. Semester / Year:	
The second academic course 2023-2024	
4. Description Preparation Date:	
10/1/2023	
5. Available Attendance Forms:	
Attendance study	
6. Number of Credit Hours (Total) / Number of Units (Total)	
(30) hours, two units per week for the second course	
7. Course administrator's name (mention all, if more than one name)	
Name: Reem Mohammed Saleh Mustafa Email: Reem_mohamad@uomosul.edu.iq	
8. Course Objectives	
Course Objectives	<ul style="list-style-type: none"> - Learn about the subject of museology and its initial beginnings The most important museums in the world were created. - Developing students' patriotic sense of the importance of archaeological collections And to understand the history of their nation and inform the current generation of knowledge that the ancients achieved in terms of industry, literature, sciences and a - Paying attention to the maintenance and restoration of archaeological collectibles using modern scientific methods, considering that these collectibles are considered treasures that must be preserved.
9. Teaching and Learning Strategies	
Strategy	<p>A- Determine the assigned duty</p> <p>B- Explaining what was identified and sharing the explanation with students</p> <p>T - Displaying pictures of various types of Arab and international museum</p>

to give an idea of the antiquities they contain and knowledge of the design of their museums and the modern methods used in construction, as well as the methods and techniques used in their museums to preserve the antiquities and compare them with our museums, past and present.

D- Student participation through interaction, by asking questions, or giving the student an opportunity to deliver a lecture that is determined in advance in preparation for delivering it to his colleagues.

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
first	2	An introduction to museums and the importance of studying them	Museums	theoretical	Duty assignment
the second	2	The beginning of the emergence of museums And the factors of origin	Museums	theoretical	Student participation
the third	2	The most important major museums in The Arab world	The development of museums	theoretical	Conducting exams and assigning assignments
the fourth	2	Museums of England, Britain, Italy and Germany Location and advantages	Famous foreign museums	theoretical	Assigning homework and student participation
Fifth	2	Location and advantages	Museum building	theoretical	Assigning homework and student participation
VI	2	Characteristics	Museum buildings	theoretical	Participation and written

		museums established in ancient and modern buildings			examination
Seventh	2	Administrative Board	Museum Authority	theoretical	Conducting of exams and assigning assignments
VIII	2	Collectibles sources	Collectibles	theoretical	Student participation and oral examination
Ninth	2	Procedures for entering and removing materials, packaging and transportation – registration	Collections management	theoretical	Student participation and assignment of assignment
Tenth	2	Protecting the museum from theft, fire and armed conflict	Museum security and safety	theoretical	Duty assignment
eleventh	2	Display cabinets and cultural materials	General specifications for museum items	theoretical	Assigning homework and student participation
twelveth	2	Scientific examinations	Laboratory	theoretical	Assigning homework and student participation
Thirteenth	2	Maintenance and restoration	Laboratory	theoretical	Student participation
fourteenth	2	Ideal humidity levels	Means of controlling and measuring humidity in museums	theoretical	Duty assignment
Fifteenth	2	Climate, humidity and Air	Material damage	theoretical	An assignment and a written exam

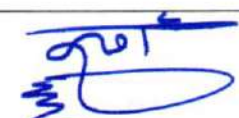
11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	1- Al-Dabbagh, Taqi and Rashid, Faw Museum Science, Baghdad, 1979.
Main references (sources)	1- Zuhdi, Bashir, Museums, Damascus, 198
Recommended books and references (scientific journals, reports...)	1- Hawass, Zahi, and Al-Nawawi, Ibrahi Museum Science, 1st edition, Egypt, 2010.
Electronic References, Websites	


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القديمة


ا.م.د. امين عبد لناغ امين
رئيس اللجنة العامة

Course Description Form

1. Course Name:

Islamic history

2. Course Code:

The first stage

3. Semester / Year:

second semester/2023-2024

4. Description Preparation Date:

12/2/2024

5. Available Attendance Forms:

The time and place specified according to the department's week schedule

6. Number of Credit Hours (Total) / Number of Units (Total)

30 hours

7. Course administrator's name (mention all, if more than one name)

Name: Lecturer Nebras Mohsen Hamoudi

Email: nebras.mohsen@uomsul.edu.iq

8. Course Objectives

Study of Islamic history since the beginning of the Islamic call after the revelation of the Messenger Muhammad (may God bless him and grant him peace) in Mecca; the stages of its spread and knowledge of the emergence of the Caliphate system and the most important works carried out by the Rightly Guided Caliphs.

9. Teaching and Learning Strategies

Strategy Access to the study and visions of Orientalism
Islamic history in terms of studying the biography of the Prophet and the Rightly Guided Caliphs.

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
First	2	The lineage of Prophet and his ancestors	Prophet's life	theoretical	
Second	2	The birth of the Prophet Muhammad (may God bless him and grant him peace)	The life of the Prophet since birth	theoretical	Conducting oral exams
Third	2	The revelation came	Hira	theoretical	Duty assignments

		the Messenger			
Fourth	2	The secret of the call & the first believers	The beginning of the spread of Islamic preaching	theoretical	Students' participation in the explanation
Fifth	2	The publicity of the call and the resistance of polytheist leaders to it	Resisting the Islamic call	theoretical	Assignments: Conduct exams + writ exam
Sixth	2	Trying to spread the message in Taif and to Arab tribes	Searching for a new home for Islamic preaching	theoretical	Duty assignment
Seventh	2	The spread of Islam began in the city	The beginning of the emergence of the Islamic State	theoretical	Students' participation the explanation
Eighth	2	Migration from Mecca to Medina	Migration of the Prophet	theoretical	Assignments: Conduct exams + writ exam
Ninth	2	The emergence of the caliphate system	History of the Rightly Guided Caliphate	theoretical	Conduct a writ exam
Tenth	2	Electing Abu Bakr Al-Siddiq as Caliph of the Muslims	Caliph Abu Bakr Al-Siddiq	theoretical	Duty assignment
Eleventh	2	Background works of Abu Bakr Al-Siddiq	Caliph Abu Bakr Al-Siddiq	theoretical	Students' participation the explanation
Twelfth	2	Omar bin Al-Khattab's assumption of the caliphate and his most important works	Caliph Omar bin Khattab	theoretical	Assignments: Conduct exams
Thirteenth	2	Caliph Othman bin Affan	Othman bin Affan assumed the caliphate and his most important works	theoretical	Assignments: Conduct exams + writ exam
Fourteenth	2	Ali bin Abi Talib assumed the caliphate and his most important works	Caliph Ali bin Talib	theoretical	review
Fifteenth	2			theoretical	


11. Course Evaluation

The grade is distributed out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc.

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	The Mediator in the Prophet's Biography and the Rightly Guided Caliphate (Dr. Hashim Yahya Al-Mallah)
Main references (sources)	
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	nothing


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القديمة


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رئيس اللجنة العلمية

Course Description Form

1. Course Name: Introduction to the Akkadian language (Applications to the nominal sentence)

2. Course Code: The first stage

3. Semester / Year: The second

4. Description Preparation Date: 11/2/2024

5. Available Attendance Forms: According to the weekly schedule specified for the department / full attendance

6. Number of Credit Hours (Total) / Number of Units (Total) , 45 hours per semester / 3 units

7. Course administrator's name (mention all, if more than one name)

Name: Assistant Professor Dr . Rawnaq Jundi Sabri

Email: rawnaq2019@uomosul.edu.iq

8. Course Objectives

Course Objectives

- Teaching Akkadian grammar
- Show applied examples and analyze explanations and vocabularies
- End of course exam

9. Teaching and Learning Strategies

Strategy

Teaching method, evaluation and other skills

- 1- Determine the assigned duty
- 2- Explaining what has been identified and sharing the explanation with students by asking questions.
- 3- Weekly oral exams.
- 4- Homework assignments.
- 5- Written tests.
- 6- Explaining the material in more than one way
- 7- Access to modern sources and books related to the Akkadian language

8- Allow students to ask questions and inquiries regarding any topic

9- Adopting the most useful methods that develop students' abilities.

Helping the student and encouraging him to read by giving him an opportunity to give a lecture to highlight his skills and strengthen his personality.

11- Giving students the opportunity to explain the problems they face and find appropriate solutions to them

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
the first	3	Cases of parsing	-		Explanation of the article
the second	3	Nominative, accusative and genitive case	-		Student participation oral exam Explanation of the material assignment
the third	3	Pronouns	-		Explain the article and share An assignment and an exam
the fourth	3	Separate consciences	-		Exam Duty
Fifth	3	Related pronouns	-		Assignment
six	3	Derived nouns	-		Explanation of the article


Seventh	3	Name of subject	-	Student participation oral exam
eith	3	participle	-	Explanation of the material assignment
Ninth	3	the Machin's name	-	Explain the article and share
The tenth	3	Name of place and time	-	An assignment and an exam
eleven	3	Preference name	-	Student participation
twelveth	3	Negation tools	-	Duty
Thirteenth	3	Emphasis letters	-	Assignment
fourteenth	3	Adverbial suffixe	-	Student participation
Fifteenth	3	Review of materials	-	Exam

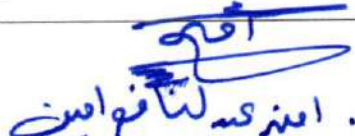
11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Grammar of the Akkadian language / Dr. Amer Suleiman
Main references (sources)	-
Recommended books and references (scientific journals, reports...)	-
Electronic References, Websites	-


 ا.م.د. معاذ حبش خضير
 رئيس قسم اللغويات الكلدانية
 القديمة


 ا.م.د. امير سليمان
 رئيس اللجنة العلمية

Course Description Form

1. Course Name:					
The Computer					
2. Course Code:					
First stage					
3. Semester / Year:					
Sem2 / 2023-2024					
4. Description Preparation Date:					
15/2/2024					
5. Available Attendance Forms:					
F2F					
6. Number of Credit Hours (Total) / Number of Units (Total)					
10 Hours/ 10 weeks					
7. Course administrator's name (mention all, if more than one name)					
Name: Ass. Lec. Shaymaa M. Alnaqeeb Email: Shaima_modhafer@uomosul.edu.iq					
8. Course Objectives					
Course Objectives		<ul style="list-style-type: none"> ● Enabling the student to edit files and deal with the Word program 			
9. Teaching and Learning Strategies					
Strategy		<p>Several strategies are followed during the lecture and the most commonly used strategies are combined, which are:</p> <ol style="list-style-type: none"> 1- Cooperative learning 2- Brainstorming 3- Wave learning 			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
Week 1	1	Run Microsoft Word. Word interface (Word 2019).	Microsoft Word (2019)	Theoretical	Participation and discussion
Week 2	1	Determine (misleading) text.	Microsoft Word (2019)	Theoretical	Participation and discussion

		Writing in the worksheet (document). File menu. (File) Home Tab (Home)				
Week 3	1	INSERT tabs	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 4	1	Draw tab	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 5	1	Design tab	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 6	1	Layout tab	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 7	1	Measure the student's understanding during the past weeks	First month exam		---	Exam
Week 8	1	Reference tab	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 9	1	View tab	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 10	1	Mailings tab	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 11	1	Help tab	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 12	1	Tables tab	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 13	1	Illustrations set Header and footer set Image tools set	Microsoft (2019)	Word	Theoretical and practical	Participation and discussion
Week 14	1	Measure the student's understanding during the past weeks	Second month exam		----	Exam
Week 15	1	Measure the student's understanding during the semester	Practical exam		---	Exam

11. Course Evaluation


The grade is distributed out of 100 as follows:

40% is divided according to the student's achievements during the semester: 10 daily preparation, 10 oral exam, 10 academic assignments, and 10 written exam

60% end-of-course exam

12. Learning and Teaching Resources	
Required textbooks (curricular books, if any)	NA
Main references (sources)	Microsoft word 2019 Mohammad malik Mohammad/ 2021
Recommended books and references (scientific journals, reports...)	-
Electronic References, Websites	Youtube


 ا.م.د. هشام حيش خضير
 رئيس قسم اللغات العراقية
 القديمة


 ا.م.د. امير جابر النجاف
 رئيس اللجنة العلمية