



Ministry of Higher Education and Scientific Research
Supervision and Scientific Evaluation
Department of Quality Assurance and Academic Accreditation
International Accreditation Section

College Academic Program Description Form

For the academic year 2021–2020

University Name: Mosul

College Name: Arts

Scientific Department Name: Information and Knowledge
Techniques

File filling date:

Assist.prof.dr. Muhammad Ali Mohamed Afeenprof.dr. Amar Abdul LatifZain Al Abidine

Dean of the Faculty

Head of the Scientific Department

Associate

1/9/ 2020

1/9/2020

Signature

Signature

prof.dr. HarathHazem

Dean of Scientific affairs

1/9/2020

Signature

Director of Quality Assurance and University Performance Division

Date

Signature

Academic Program Description Form (2020–2021)

Academic Program Description:

This academic program description provides a concise summary of the most important course characteristics and the learning objectives and outputs expected of the student to achieve while identifying the type of skills acquired cognitive, applied, conscientious, teaching and learning methods used to maximize the use of the program's knowledge resources. It is accompanied by a description of each decision within the programme.

1- Educational institution	Mosul
2- University department/center	college of Literature
3- Name of the academic program	Department of Information and Knowledge Techniques
4- Name of the final certificate	Bachelor's
5- The academic system	Annual/quarterly
6 – Accredited accreditation program	1. Outputs of the Committee for the Development and Modernization of Knowledge Resources/Curricula of Information Departments and Knowledge Techniques in Iraqi Universities. 2. Osama Al-Sayed Mahmoud. The reference standard for library and information programs for Iraqi universities (licentiate/bachelor's level). Cairo: Arab Federation for Libraries and

	Information, 2016
7- Other external influences	Central admission/labor market
8- Date the description was prepared	1/9/2020
<p>9-Program goals</p> <ol style="list-style-type: none"> 1. Contribute to the achievement of the objectives of the Ministry of Higher Education and Scientific Research and the universities and colleges to which the program follows. 2. qualify is a human resource with scientific and technical expertise for the requirements of handling information and its technologies to enhance the labour market in the public and private sectors. 3. Provide information institutions with human resources qualified to work in the various procedures and services of such institutions as information specialists. 4. Keeping abreast of technical developments in the storage and processing of information and investing in the curriculum to enhance the knowledge and skill base of students. 5. Assimilate cognitive overlap between information science and other science to ensure diversity in cognitive and scientific skills. 	
<p>10- Learning outcomes and methods of teaching, learning and evaluation:</p>	
<p>A- Knowledge goals</p> <ol style="list-style-type: none"> 1. Developing students' cognitive abilities and developing basic concepts of information science specialization. 2. Enhancing students' theoretical and applied knowledge that qualifies them to work in various types of information institutions. 3. Developing students' knowledge capabilities in the field of identifying the latest technologies and tools used in storing, processing and retrieving information. 4. Comprehensive knowledge of the concepts, theories, foundations 	

and philosophy of the specialization of information science

B– Programme's specific skills goals: the programme contributes to the promotion and development of the following skills:

1. Contribute to facilitating the operation and management of various types of information institutions in order to achieve their objectives.
2. Contribute to the development of information source aggregates through the ability to select and evaluate all types of information sources.
3. Using tools for objective analysis of knowledge materials and investing in facilitating access and accessibility.
4. Using software applications and investing them in service delivery and simplifying procedures.
5. Digital content management and digital warehouse management.
6. Carry out searches of Internet resources and work to organize digital knowledge for the purposes of providing it to beneficiaries.
7. Dealing with educational platforms and content management education service for e-learning programs.
8. Dealing with beneficiaries and studying their information needs.
9. Scientific research and writing of scientific and administrative reports.
10. The possibility of managing the information bases available on local or Internet servers in terms of the entry, processing, retrieval and submission of information to beneficiaries

Teaching and learning methods: For the special nature of the information learning programme, multiple educational strategies are used in line with the nature of the curriculum and the level of the curriculum.

1. Direct teaching (lecture) with the employment of educational technology tools

2. Discussion and classroom interaction through advance assignment of duties.
3. Teaching by practical practice the scientific application of the materials that need to be done in the department and college laboratories.
4. Cooperative education by solving contrived problems.
5. Strategy for education based on research projects.
6. E-learning strategy using Internet resources.

Evaluation modalities:

1. Periodic tests.
2. Surprise tests.
3. Interaction and classroom participation
4. Research assignments and reports.
5. Practical and applied tests.

C- Emotional and value-based goals:

1. Promote a sense of belonging to specialization and develop the desire to work in information institutions.
2. Promote the desire for self-development and keep abreast of everything new in the field of information institutions.
3. Enhancing the spirit of belonging to the staff within the organization and the desire to provide the best.
4. Promote a spirit of cooperation and humility in providing service to the beneficiary community.
5. Promote the desire for competition and self-development to raise efficiency and productivity.

Teaching and Learning Methods

1. Periodic field visits to information institutions.
2. Living and practicing and mixing with employees through practical application in which the student coexists with the beneficiaries in information institutions.
3. Awareness lectures and cultural seminars.

<ol style="list-style-type: none"> 4. Guiding educational films. 5. Academic guide and model of scientific role models. 6. Psychological and emotional stimulation through open and direct discussions with students.
<p>Evaluation methods</p> <ol style="list-style-type: none"> 1. The Guide's periodic reports. 2. Follow-up and direct and indirect monitoring. 3. Self-assessment surveys.
<p>D- General and transferable skills (other skills related to employability and personal development)</p> <ol style="list-style-type: none"> 1. Teaching students to develop and develop creative and innovative thinking skills in the field of specialization. 2. Teaching students the skill of writing research and reporting. 3. Teach the student on the skill of how to link the theoretical aspect to the practical application he will practice at work. 4. Teach students how to conduct field studies and analyze data collected from the studied community and how to compile and analyze them. 5. Teach students how to deal with and analyses sources of information and develop and record the compendium of information obtained as a result of objective analysis of these sources
<p>Teaching and learning methods:</p> <ol style="list-style-type: none"> 1. Continuous guidance for students by the professor during the daily lecture 2. Open discussions between students and teachers. 3. – Scientific travels to learn about successful experiences. 4. Use of the Internet in education through its own websites that disseminate and discuss full texts.
<p>Evaluation methods</p> <ol style="list-style-type: none"> 1. Distinguish good research and reporting.

2. Continuing observation of the student by the teacher.
3. Ongoing interviews and meetings of the student with the teacher.
4. Student interaction with lecture.

Curricula of the information and knowledge techniques program in Iraqi universities Study type: annual (30) weeks

The first Class :

Type of study: semester (15) weeks for each semester

First semester

T	Material description	Total hours
1.	English language	2
2.	the computer	2
3.	human rights	2
4.	Arabic Language	2
5.	Introduction to information science	2
6.	Rules of bibliographic description	3
7.	Classification philosophy	3
8.	Traditional and digital Arabic references	3

The second semester:

T	Material description	Total hours
1.	the computer	2
2.	Democracy	2
3.	Management of information institutions	2
4.	Traditional and digital foreign references	3
5.	Rationing	3
6.	Rationing International resource description and availability 1	3

The second Class:

Type of study: semester (15) weeks for each semester

semester one

T	Material description	Total hours
1.	Public relations	2
2.	Quantitative measurements	2
3.	Total Quality Management	2
4.	Quality institutions	2
5.	Information services	3
6.	Information sources	3
7.	International codification of bibliographic description	4

The second semester:

T	Material description	Total hours
1.	History of Iraqi libraries	2
2.	Technical processing of information	3
3.	Terms in information science	2
4.	Developing information sources	2
5.	Communication and scientific media	2
6.	Information institutions and sustainable development	2
7.	The social function of libraries	2

The third Class:

Type of study: semester (15) weeks for each semester

First semester

T	Material description	Total hours
1.	English texts	2
2.	Classification systems	4
3.	Scientific research methods	3
4.	Practical application	3
5.	Computerization of office operations	4
6.	Information Security	3
7.	Quality information institutions	4

The second semester:

T	Material description	Total hours
1.	Sources of information in science and technology	3
2.	information Science	3
3.	Statistics For librarians	3
4.	Practical application	3
5.	Information services	3
6.	Building collections	3

The fourth Class :

Study type: annual (30 weeks)

First semester

Preliminary studies curricula/fourth grade in the Information and Libraries
Department
For the academic year 2020-2021

T	Material description	Total hours
1.	Store and retrieve information	3
2.	English texts	2
3.	Intellectual production in the humanities and social sciences	3
4.	Manuscripts	2
5.	Information bases and networks	2
6.	Organizing information sources	2
7.	Practical application	2
8.	Graduation research	2

Master's degree:

Type of study: semester (15) weeks for each semester

Postgraduate/Master's studies curricula (first semester) in the Department of Information and Libraries For the academic year 2020-2021

T	Material description	Total hours
1.	Information networks	2
2.	Technical English	2
3.	Bibliometrics and measuring sources	2
4.	information technology	2
5.	Information services	2
6.	Advanced Cataloging	2

The second semester

T	Material description	Total hours
1.	Organizing information sources	2
2.	Technical English	2
3.	Administrative information system	2
4.	Analyze and store information	2
5.	Research Methodology	2
6.	Digital content programming and management systems	2

13- Planning for personal development:

1. Annual plans developed by the Scientific Committee of the Department and the Department Council to develop the performance of both teaching and course and its use of a more modern vocabulary of 15–20% of the subject
2. Attending training programmes and courses and participating in seminars, symposiums and sober scientific conferences.
3. Encouraging teachers to communicate from their colleagues in disadvantaged departments because of this

great benefit

14– Acceptance criteria:

1. Standards set by the Ministry of Higher Education and Scientific Research.
2. The general average of preparatory studies is not less than...
3. English language score differentiation lessons. No less than...
4. Free from physical and mental disabilities.
5. Good conduct and behavior.

15– The most important sources of information about the programs:

1. Committee of Experts to develop and update knowledge resources/curricula of information departments and libraries in Iraqi universities.
2. Corresponding departments and schools in Arab and international universities.
3. Arab and international professional federations and associations.