



## Course Description Form

### Reviewing the Performance of Higher Education Institutions ((Academic Program Review))

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description.

1. Teaching Institution	University of Mosul
2. University Department/Centre	Department of Information and Knowledge Technologies / College of Arts / University of Mosul
3. Course Name/Code	Scientific communication and media
4. Programmes in which it is included	Bachlorya/ Third - annual
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	4
8. Description Preparation Date	1/4/2024
9. Aims of the Programme:	Identifying the concept of digital media in terms of its characteristics, features, origins, forms and risks, and learning about the information revolution in researching media and the most important media theories and their development. Identifying digital communications technology and employing it in the field of media, and then learning about communication, the information society, digital media, and the most

**important communication and media policies, including social networking sites.**

## **10. Learning Outcomes, Teaching, Learning and Assessment Methods**

### **Teaching and Learning Methods**

1. The lecture
2. Dialogue and interaction
3. Constructive criticism
4. Brainstorming
5. Knowledge maps

### **Assessment Methods**

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

### **Thinking Skills**

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

### **General and Transferable Skills (other skills relevant to employability and personal development)**

1. Presentation skills
2. Research and investigation skills

## **11. Course Structure**

<b>Week</b>	<b>Number of Hours</b>	<b>Learning Outcomes</b>	<b>Name of the Unit/Course or Subject</b>	<b>Teaching Method</b>	<b>Evaluation Method</b>
1.	2		The concept of digital media, its characteristics, features, origins, forms		

			of digital media and its risks		
2.	2		The information revolution and the historical horizons of media search	<b>Lectures and students presentation</b>	
3.	2		The concept of media theories, their origins, and development		
4.	2		Types of media theories, theory related to the audience, theory related to the communicator, influence theory, grafting theory, two-stage influence theory, priorities theory, gatekeeper theory		
5.	2		Philosophical theories, media person theory, neglected person theory, critical theory, innovation adoption theory, media dependence theory.		
6.	2		Digital communication technology, multimedia employment		
7.	2		Monthly test		
8.	2		Multimedia elements		

9.	2	Communication, information society and digital media
10.	2	Media freedom, its concept, media freedom guarantees
11.	2	Freedom in the Arab media
12.	2	Arab journalism in the era of democracy
13.	2	Communication and media policies in the Arab world
14.	2	Social networking sites, their origins, development and features
15.	2	Negative uses of social networks and their types
16.	2	The most famous social networking sites
17.	2	Privacy problems on social networking sites, Facebook as an example
18.	2	The role of social networking sites in Arab changes as a media means
19.	2	Virtual society and its relationship to social values
20.	2	Media applications of virtual reality
21.	2	The concept of the digital image, digital photography, reasons

		for moving to digital photography
22.	2	Semester test
23.	2	Optical imaging devices, software requirements for digital photography
24.	2	New media and digital image making
25.	2	News agencies and globalization, international newspapers and media globalization
26.	2	The media dimension of globalization and its effects, media globalization and the Internet, the digital divide
27.	2	The Internet environment in light of the new media, journalism in light of the new media, multimedia in light of the new media
28.	2	Media ethics in light of the new media
29.	2	Media management in light of the new media
30.	2	Semester test

<b>12. Infrastructure</b>	
Required readings: <ul style="list-style-type: none"> <li>• Course books</li> <li>• Other</li> </ul>	<b>-The book Digital Media and Its Modern Trends, written by Hassan Redha Al-Najjar, Fadel Abdul Ali Al-Quraishi</b> <b>-Media Theories: Written by Bassam Abdel Rahman Al-Mashabiq</b>  <b>-New media and the problems of digital communication: written by Abdul-Azim Kamel Al-Jumaili</b>
Special Requirements	-
Social services (including, for example, guest lectures, professional training, and field studies)	-

<b>13. Admissions</b>	
Prerequisites	-
The smallest number of students	10 students
The largest number of students	35 students



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### Reviewing the Performance of Higher Education Institutions ((Academic Program Review))

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1. Teaching Institution	University of Mosul
2. University Department/Centre	Department of Information and Knowledge Technologies / College of Arts / University of Mosul
3. Course Name/Code	Practical application
4. Programmes in which it is included	Annual- Third stage
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	4
8. Description Preparation Date	1/4/2024
9. Aims of the Programme: Training students on how to prepare indexes and abstracts of all kinds, which are of great importance in the practical application subject.	

## 10. Learning Outcomes, Teaching, Learning and Assessment Methods

### Teaching and Learning Methods

1. The lecture
2. Dialogue and interaction
3. Constructive criticism
4. Brainstorming
5. Knowledge maps

### Assessment Methods

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

### Thinking Skills

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

### General and Transferable Skills (other skills relevant to employability and personal development)

1. Presentation skills
2. Research and investigation skills

## 11. Course Structure

Week	Number of Hours	Learning Outcomes	Name of the Unit/Course or Subject	Teaching Method	Evaluation Method
1.			Basics of searchlights and searchlights		
2.			Flashlight concept	Lectures and	
3.			Its importance as a source of information		
4.			Types of flashlights		
5.			Flashlight items		
6.			Introducing patrols		



		to prepare a scout for them	<b>students presentation</b>
7.		Practical exercises	
8.		practical test	
9.		Practical exercises	
10.		Scouting authors for journal articles	
11.		Complete an author search for journal articles	
12.		Guiding students to make flashlights and notice errors	
13.		Guiding students to create flashlights and following up on their completion	
14.		Correcting the mistakes made by students by doing examinations, reviewing students' work, and answering their questions	
15.		Complete the work of the tuner headlights to correct them	
16.		Definitions Of Abstracts And Their Concept	
17.		Abstracts Purposes	
18.		Properties Of Extracts	
19.		Types Of Extracts	
20.		Components Of Extracts	
21.		Abstract Writing Style	

22.		Practical Training On Writing A Descriptive Abstract
23.		Practical Training On Writing A Media Abstract
24.		Steps For Preparing And Writing The Abstract
25.		Practical Training On The Steps Of Preparing And Writing An Abstract
26.		Review And Guide Students In Preparing Informational And Descriptive Abstracts Answering Students' Questions About Making Abstracts
27.		Practical Test
28.		Follow Up On Students' Completion Of Descriptive Abstracts
29.		Follow Up On Students' Completion Of Media Abstracts
30.		Proofreading And Correcting The Required Extracts

<b>12. Infrastructure</b>	
Required readings: <ul style="list-style-type: none"> <li>• Course books</li> <li>• Other</li> </ul>	Resources and links for the plays are provided to students via: Google classroom
Special Requirements	تقنيات و مستلزمات مستخدمة في التعليم
Social services (including, for example, guest lectures, professional training, and field studies)	Holding workshops seminars and seminars held in the department on how to prepare indexes and abstracts.

<b>13. Admissions</b>	
Prerequisites	nothing
The smallest number of students	10 Students
The largest number of students	30 student



## Course Description Form

### Reviewing the Performance of Higher Education Institutions ((Academic Program Review))

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description.

1. Teaching Institution	University of Mosul
2. University Department/Centre	Department of Information and Knowledge Technologies / College of Arts / University of Mosul
3. Course Name/Code	Subjective Data processing
4. Programmes in which it is included	annual / third
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	3
8. Description Preparation Date	1/4/2024
<b>9. Aims of the Programmer:</b> : 1. Recognizing the importance of organizing tools for organizing information sources 2. Introducing information organization tools and their role in determining the descriptive and objective aspects of various information sources 3. Identifying the most important developments in the field of	

**descriptive and objective analysis, especially in light of the digital environment**

**10. Learning Outcomes, Teaching, Learning and Assessment Methods**

**Teaching and Learning Methods:**

1. The lecture
2. Practical lectures
3. Dialogue and interaction
4. Constructive criticism
5. Brainstorming
6. Knowledge maps

**Assessment Methods**

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

**Thinking Skills**

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

**General and Transferable Skills (other skills relevant to employability and personal development)**

1. Presentation skills
2. Research and investigation skills

**11. Course Structure**

Week	Number of Hours	Name of the Unit/Course or Subject	Teaching Method	Evaluation Method
1.		Types of bibliographic codifications: beginnings and origins		
2.		Rules for describing		

		<b>sources and making them available by RDA. Origins and beginnings</b>		<b>Lectures and students presentation</b>
<b>3.</b>		<b>Differences between AACR and RDA rules</b>		
<b>4.</b>		<b>Direct availability indexes</b>		
<b>5.</b>		<b>Talk about the Mark 21 standard</b>		
<b>6.</b>		<b>And how to apply it</b>		
		<b>BIBFRAME model</b>		
<b>7.</b>		<b>Written exam</b>		
<b>8.</b>		<b>The basic tags for RDA rules, indicators and subfields</b>		
<b>9.</b>		<b>ISBN field 020</b>		
<b>10.</b>		<b>The main entrance field, an explanation of it and the rules for its use</b>		
<b>11.</b>		<b>The title field, an explanation of it and the rules for its use</b>		

12.		The rest of the other fields for registration	
13.		Carrier Type, Content, and Source fields 336, 337, and 338	
14.		Review and evaluate theoretical and practical assignments	
15.		Types of bibliographic codifications: beginnings and origins	
16.		Rules for describing sources and making them available by RDA. Origins and beginnings	
17.		Differences between AACR and RDA rules	
18.		Direct availability indexes	
19.		Talk about the Mark 21 standard	
20.		And how to apply it	
21.		BIBFRAME model	
22.		Written exam	
23.		The basic tags for RDA rules, indicators and subfields	
24.		ISBN field 020	
25.		The main entrance field, an explanation of it and the rules for its use	

26.		<b>The title field, an explanation of it and the rules for its use</b>	
27.		<b>The rest of the other fields for registration</b>	
28.		<b>Carrier Type, Content, and Source fields 336, 337, and 338</b>	
29.		<b>Review and evaluate theoretical and practical assignments</b>	
30.		<b>Types of bibliographic codifications: beginnings and origins</b>	

<b>12. Infrastructure</b>	
<p>Required readings:</p> <ul style="list-style-type: none"> <li>● Course books</li> <li>● Other</li> </ul>	<ol style="list-style-type: none"> <li>1. Frederick Wilfred Lancaster. Controlling vocabulary for information retrieval / Translated by Mahmoud Ahmed Atim. - 2nd edition. - Amman: Jordanian Library Association. 1993 .</li> <li>2 . Shaaban Abdel Aziz Khalifa. List of standard Arabic subject headings for libraries, information centers, and databases. - Cairo: Dar Al-Shorouk, 2001 .</li> <li>3. Al-Shaloul, Wasfi Arif. Modern trends in indexing. - Amman: Jordan Library and Information Association, 2017</li> <li>4. Resources and links for the plays are provided to students via: Google classroom</li> </ol>
Special Requirements	There is no comprehensive textbook available because the material is complex
Social services (including, for example, guest lectures, professional training, and field studies)	The material is included in the programs of training courses and department workshops



<b>13. Admissions</b>	
Prerequisites	Descriptive and subjective cataloging for the first stage of the bachelor's degree
The smallest number of students	10
The largest number of students	35



## Course Description Form

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1. Teaching Institution	University of Mosul
2. University Department/Centre	Department of Information and Knowledge Technologies / College of Arts / University of Mosul
3. Course Name/Code	information technology
4. Programmes in which it is included	3 <sup>rd</sup> class
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	2
8. Description Preparation Date	1/4/2024
9. Aims of the Programme:	The course aims to introduce students to the information technology used in libraries and information centers, its importance, its temporal development, and its tools, while mentioning examples of the most important of these technologies that have been used in libraries and the infrastructure required for these technologies, and introducing the modern technical trends used in libraries and information centers.

## 10. Learning Outcomes, Teaching, Learning and Assessment Methods

### Teaching and Learning Methods

1. The lecture
2. Dialogue and interaction
3. Constructive criticism
4. Brainstorming
5. Knowledge maps

### Assessment Methods

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

### Thinking Skills

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

### General and Transferable Skills (other skills relevant to employability and personal development)

1. Presentation skills
2. Research and investigation skills

## 11. Course Structure

Week	Number of Hours	Learning Outcomes	Name of the Unit/Course or Subject	Teaching Method	Evaluation Method
1.			Elements of information technology infrastructure (1) Computers and accessories.		
2.			Elements of information technology		

			infrastructure (2) systems software and application software.		
3.			Elements of information technology infrastructure (3) databases and database management systems.	<b>Lectures and students presentati on</b>	
4.			Elements of information technology infrastructure (4) communications and networks.		
5.			Elements of information technology infrastructure (5) Human resources working in the field of information technology.		
6.			Artificial intelligence (its definition, origins, characteristics, and most prominent applications).		
7.			Expert systems (definition, origins, importance, components, most prominent areas of use).		
8.			The difference between artificial intelligence, expert systems, and regular computer software in solving the problems of information institutions.		
9.			Radio frequency technologies and areas of investment in information institutions		

10.		Communications and satellite technologies
11.		Mobile technologies and applications.
12.		Measuring the level of success of adopting information technologies in the work of information institutions.
13.		Arab and international experiences of investing in information technologies in knowledge-based institutions.
14.		Review and applications
15.		Exam
16.		Information technology and its role in libraries
17.		Manifestations of the information society and its characteristics
18.		Technologies used in libraries and information centers
19.		Examples of information technology applications
20.		The impact of information technology on libraries
21.		Audio materials/discs and audio tapes
22.		Visuals/images/maps/transparencies/slides
23.		Materials audio-visual/cinema/cameras/televisio

		n	
24.		Multimedia/smart board/software	
25.		Magnetic tapes/floppy disks	
26.		Laser discs	
27.		Data show devices	
28.		Audio and video media players	
29.		Some applications of the mentioned techniques	
30.		Review and exam	

## 12. Infrastructure

<p>Required readings:</p> <ul style="list-style-type: none"> <li>• Course books</li> <li>• Other</li> </ul>	<p>Resources and links for the plays are provided to students via: Google classroom</p> <p>Alaa Abdul Razzaq Al-Salmi/Information Technology/Amman: Dar Al-Murhaj, 2014, - 490 pages</p>
Special Requirements	
Social services (including, for example, guest lectures, professional training, and field studies)	

## 13. Admissions

Prerequisites	
The smallest number of students	10 student
The largest number of students	35 student



## Course Description Form

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<b>1. Teaching Institution</b>	University of Mosul
<b>2. University Department/Centre</b>	Department of Information and Knowledge Technologies / College of Arts / University of Mosul
<b>3. Course Name/Code</b>	Scientific research method
<b>4. Programmes in which it is included</b>	Bachelors \ annual \ Third
<b>5. Available Attendance Forms</b>	Lectures
<b>6. Semester/Year</b>	2023/2024
<b>7. Total Number of Hours</b>	3
<b>8. Description Preparation Date</b>	1/4/2024
<b>9. Aims of the Programme:</b>	

## 10. Learning Outcomes, Teaching, Learning and Assessment Methods

### Teaching and Learning Methods

1. The lecture
2. Dialogue and interaction
3. Constructive criticism
4. Brainstorming
5. Knowledge maps

### Assessment Methods

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

### Thinking Skills

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

### General and Transferable Skills (other skills relevant to employability and personal development)

1. Presentation skills
2. Research and investigation skills

## 11. Course Structure

Week	Number of Hours	Learning Outcomes	Name of the Unit/Course or Subject	Teaching Method	Evaluation Method
1.			Basic concepts about research and the scientific method		



			and their applications to libraries and information		
2.			Research steps and how to find a topic for research	<b>Lectures and students presentation</b>	
3.			General components of a research proposal		
4.			Analysis of intellectual production in research methods in library and information science		
5.			Stages of scientific research		
6.			Elements of a scientific research plan		
7.			The stage of preparing the research plan		
8.			The research problem, its conditions and characteristics		
9.			The importance of the study and the reasons for choosing the topic		
10.			Study assumptions, concept, characteristics and types		
11.			Semester test		
12.			Study of links and interrelationships		
13.			Correlational studies		
14.			Practical exercises on preparing a research plan		
15.			Periodic review of the material		
16.			Survey and statistical research and study of sampling methods and data collection tools		

17.		Experimental research in libraries and information	
18.		The historical approach in library science research	
19.		Descriptive method	
20.		Case study methodology	
21.		Data collection tools	
22.		Questionnaires: their types, advantages and disadvantages	
23.		Types of interviews, advantages and disadvantages	
24.		Note	
25.		Semester est	
26.		Samples and their types	
27.		Modern methods of collecting and obtaining data	
28.		Studies of users of libraries and information centers, their justifications, methods and problems	
29.		Practical exercises on preparing and drafting questionnaires	
30.		Discussion sessions for training research prepared by students in the field of research preparation	

<b>12. Infrastructure</b>	
Required readings: <ul style="list-style-type: none"> <li>● Course books</li> <li>● Other</li> </ul>	Research methods in information science and libraries / Ahmed Badr, 1988 1- Scientific research methods / Ribhi Abdel Qader Al-Jadali, 2011

	2- Scientific research between theory and application / Muhammad Jalal Al-Ghandour, 2015
Special Requirements	Nothing
Social services (including, for example, guest lectures, professional training, and field studies)	Insert the subject of research curriculum and how to prepare research and university messages in seminars and seminars in the department

<b>13. Admissions</b>	
Prerequisites	Nothing
The smallest number of students	10 students
The largest number of students	35 students



## Course Description Form

### Reviewing the Performance of Higher Education Institutions ((Academic Program Review))

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description.

<b>1. Teaching Institution</b>	University of Mosul
<b>2. University Department/Centre</b>	Department of Information and Knowledge Technologies / College of Arts / University of Mosul
<b>3. Course Name/Code</b>	English Terms
<b>4. Programmes in which it is included</b>	Bachelor's - Third Stage
<b>5. Available Attendance Forms</b>	Lectures
<b>6. Semester/Year</b>	2023/2024
<b>7. Total Number of Hours</b>	60
<b>8. Description Preparation Date</b>	1/4/2024
<b>9. Aims of the Programme: Developing students' English terms capacities in information and knowledge technologies.</b>	

## 10. Learning Outcomes, Teaching, Learning and Assessment Methods

### Teaching and Learning Methods

1. The lecture
2. Dialogue and interaction
3. Constructive criticism
4. Brainstorming
5. Knowledge maps

### Assessment Methods

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

### Thinking Skills

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

### General and Transferable Skills (other skills relevant to employability and personal development)

1. Presentation skills
2. Research and investigation skills

## 11. Course Structure

Week	Number of Hours	Learning Outcomes	Name of the Unit/Course or Subject	Teaching Method	Evaluation Method
1.	2	The student becomes able to introduce	An introduction to terminology		
2.	2	the basic terms in the field of information and knowledge	Defining data, information, and knowledge		
3.	2	technologies, especially the basic ones such as data, information	Artificial intelligence and learning management		Quiz and monthly tests

		and knowledge.	system	<b>Lectures and students presentation</b>
4.	2	Also familiarity	Data taxonomy	
5.	2	with some concepts related to the work of libraries, as well as reference to the digital terminology that the student needs in the scientific field.	Seminar presentation	
6.	2		Academic library American society for Information Science and Technology	
7.	2		Addendum and Appendix	
8.	2		Book auction, book card, book fair	
9.	2		CD-ROM, Code of ethics	
10.	2		Computer-based communication	
11.	2		Monthly exam	
12.	2		Data compression, data visualization	
13.	2		Distance learning, encryption	
14.	2		Fire wall	
15.	2		Review and presentation	
16.	2		An introduction to defining basic terms	
17.	2		Social media applications	
18.	2		Knowledge discovery in database	

19.	2		Seminar presentation
20.	2		Virtual reality and metaverse
21.	2		Internet of things
22.	2		Quiz activity
23.	2		International standard book number and International standard serial number
24.	2		Library policy.
25.	2		library instruction round table
26.	2		Seminar presentation
27.	2		Monthly exam
28.	2		Library management system
29.	2		Hologram: applications
30.	2		Review and practice

<b>12. Infrastructure</b>	
Required readings: <ul style="list-style-type: none"> <li>• Course books</li> <li>• Other</li> </ul>	<b>Dictionary for Library and Information Science</b>
Special Requirements	-----

Social services (including, for example, guest lectures, professional training, and field studies)	-----
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<b>13. Admissions</b>	
Prerequisites	-----
The smallest number of students	10
The largest number of students	35





## Course Description Form

### Reviewing the Performance of Higher Education Institutions ((Academic Program Review))

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description.

1. Teaching Institution	University of Mosul
2. University Department/Centre	Department of Information and Knowledge Technologies / College of Arts / University of Mosul
3. Course Name/Code	Administrative information system
4. Programmes in which it is included	Bachelor's degree, third stage, annual course
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	2
8. Description Preparation Date	11/6/2024
9. Aims of the Programme: The course aims to introduce the student to what information systems are, move to administrative information systems, and explain the most important systems used	

## 10. Learning Outcomes, Teaching, Learning and Assessment Methods

### Teaching and Learning Methods

1. The lecture
2. Dialogue and interaction
3. Constructive criticism
4. Brainstorming
5. Knowledge maps

### Assessment Methods

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

### Thinking Skills

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

### General and Transferable Skills (other skills relevant to employability and personal development)

1. Presentation skills
2. Research and investigation skills

## 11. Course Structure

Week	Number of Hours	Learning Outcomes	Name of the Unit/Course or Subject	Teaching Method	Evaluation Method
1.			Information systems, their types, and functions		
2.				Lectures	
3.			Information technology and its trends		
4.					
5.			Information systems		

		infrastructure	<b>and students presentation</b>
6.			
7.		Classification of computer systems and their components	
8.			
9.		IT software equipment	
10.			
11.		The evolution of computer programming	
12.			
13.		System software	
14.			
15.		Application software	
16.		Data warehouse and mining	
17.			
18.		Networks and communications and their systems	
19.			
20.		Computer networks and networking devices	
21.			
22.		The Internet, protocols and systems	
23.			
24.		The wireless world and its systems	
25.			
26.		Wireless protocols	
27.			
28.		Mobile phone and its systems	
29.			
30.		Purchasing software and information systems	

**12. Infrastructure Management Information Systems / Written by Dr. Mazhar Shaaban Al-Ani / Amman University / 2009**

Required readings: <ul style="list-style-type: none"> <li>• Course books</li> <li>• Other</li> </ul>	Resources and links for the plays are provided to students via: Google classroom
Special Requirements	There is no systematic book available as the topic is recent
Social services (including, for example, guest lectures, professional training, and field studies)	The course is included in the seminars and workshops conducted in the college, giving the topic importance in scientific and methodological activities.

<b>13. Admissions</b>	
Prerequisites	
The smallest number of students	10
The largest number of students	35



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### Reviewing the Performance of Higher Education Institutions ((Academic Program Review))

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description.

<b>1. Teaching Institution</b>	<b>University of Mosul</b>
<b>2. University Department/Centre</b>	<b>Department of Information and Knowledge Technologies / College of Arts / University of Mosul</b>
<b>3. Course Name/Code</b>	Electronic systems for enterprise management
<b>4. Programmes in which it is included</b>	Annual Bachelor's degree, third stage
<b>5. Available Attendance Forms</b>	<b>Lectures</b>
<b>6. Semester/Year</b>	<b>2023/2024</b>
<b>7. Total Number of Hours</b>	<b>6</b>
<b>8. Description Preparation Date</b>	<b>20/2/2024</b>
<b>9. Aims of the Programme: The course aims to introduce students to the automated systems used in libraries</b>	

## 10. Learning Outcomes, Teaching, Learning and Assessment Methods

### Teaching and Learning Methods

1. The lecture
2. Dialogue and interaction
3. Constructive criticism
4. Brainstorming
5. Knowledge maps

### Assessment Methods

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

### Thinking Skills

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

### General and Transferable Skills (other skills relevant to employability and personal development)

1. Presentation skills
2. Research and investigation skills

## 11. Course Structure

Week	Number of Hours	Learning Outcomes	Name of the Unit/Course or Subject	Teaching Method	Evaluation Method
1.		System concept			
2.			Systems in libraries		
3.			System interaction		

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10.	

<b>in libraries</b>	<b>Lectures and students presentation</b>
<b>Subsystems in libraries</b>	
<b>Evaluation of automated systems in libraries</b>	
<b>Converting the manual system to automated</b>	
<b>Factors affecting automated systems</b>	
<b>Who designs automated systems</b>	
<b>Hardware and software for loading the system</b>	
<b>Training on using the system</b>	

11.		<b>Testing the system</b>
12.		<b>Dissemination and dissemination of the system</b>
13.		<b>Continuous evaluation and feedback</b>
14.		<b>Automated systems and localization</b>
15.		<b>a test</b>
16.		<b>Integrated automated systems</b>
17.		<b>Elements of integrated automated systems</b>
18.		<b>Requirements for integrated automated systems</b>



19.		<b>Motives for using integrated automated systems</b>
20.		<b>Obstacles to introducing integrated automated systems</b>
21.		<b>The impact of integrated automated systems on the analysis and design process</b>
22.		<b>Stages of introducing integrated automated systems</b>
23.		<b>Testing of integrated automated systems</b>
24.		<b>Standards and specifications</b>
25.		<b>Functional requirements for a</b>

			<b>bibliographic record</b>
26.			<b>Metadata standards</b>
27.			<b>Dublin Core</b>
28.			<b>Arabic language support standards</b>
29.			<b>Horizon, Symphony and Unicorn system</b>
30.			<b>a test</b>

<b>12. Infrastructure</b>	
Required readings: <ul style="list-style-type: none"> <li>• Course books</li> <li>• Other</li> </ul>	Zain Al-Din Muhammad, Automated Systems in Libraries  Internet sources
Special Requirements	
Social services (including, for example, guest lectures, professional training, and field studies)	

**13. Admissions**

Prerequisites

The smallest number of students

The largest number of students



## Course Description Form

### Reviewing the Performance of Higher Education Institutions ((Academic Program Review))

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description.

1. Teaching Institution	University of Mosul
2. University Department/Centre	Department of Information and Knowledge Technologies / College of Arts / University of Mosul
3. Course Name/Code	Digital content management systems Bachelor's
4. Programmes in which it is included	Third class - Bachelor's
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	4
8. Description Preparation Date	1/4/2024
9. Aims Of The Programme:	The course aims to identify the concepts of digital content and its characteristics, as well as identify the types of systems and models of them and work on them

## 10. Learning Outcomes, Teaching, Learning and Assessment Methods

### Teaching and Learning Methods

1. The lecture
2. Dialogue and interaction
3. Constructive criticism
4. Brainstorming
5. Knowledge maps

### Assessment Methods

1. Cognitive assessment
2. Skills assessment
3. Creative evaluation
4. Self-evaluation

### Thinking Skills

1. Critical thinking skills
2. Creative thinking skills
3. Analytical thinking skills

### General and Transferable Skills (other skills relevant to employability and personal development)

1. Presentation skills
2. Research and investigation skills

## 11. Course Structure

Week	Number of Hours	Learning Outcomes	Name of the Unit/Course or Subject	Teaching Method	Evaluation Method
1.			Basic concepts of digital content		
2.			Digital content and its creation		
3.			Characteristics of content and digital content		

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<b>Types of digital content</b>	<b>Lectures and students presentation</b>
<b>Dimensions and motivations for the trend towards content creation</b>	
<b>Key trends in the content industry sector</b>	
<b>Resources for creating digital content</b>	
<b>Features and characteristics of digital content</b>	
<b>Digital content industry requirements</b>	
<b>Primary digital content sources</b>	
<b>Classifications of digital content management systems</b>	
<b>Open source systems and proprietary commercial systems and the difference between them</b>	
<b>Characteristics of</b>	



14.	
15.	
16.	
17.	
18.	
19.	
20.	
21.	
22.	
23.	
24.	

<b>digital content management systems</b>
<b>Security of digital content management systems</b>
<b>Disadvantages and advantages of digital content management systems</b>
<b>WordPress System - Introduction</b>
<b>Features and characteristics of the WordPress system</b>
<b>Installing the WordPress system</b>
<b>Practical application on WordPress</b>
<b>Joomla System - Introduction</b>
<b>Features and characteristics of the Joomla system</b>
<b>Joomla system installation</b>
<b>Practical application on Joomla system</b>
<b>Practical exam for</b>

		<b>the two systems</b>	
25.		<b>pmb system introduction</b>	
26.		<b>Features and characteristics of the PMB system</b>	
27.		<b>Installation and application on the PMB system</b>	
28.		<b>opendocman system – introduction and features</b>	
29.		<b>Installing the opendocman system</b>	
30.		<b>Practical application of opendocman system</b>	

<b>12. Infrastructure</b>	
Required readings: <ul style="list-style-type: none"> <li>• Course books</li> <li>• Other</li> </ul>	<b>Abdul Latif Hashem. To benefit from digital content management systems in providing services and making documents available in government institutions</b> <b>Amr Saeed. Content management systems for online forums: a comparative analytical study</b> <b>Systems : WordPress – Joomla- pmb- opendocman</b>
Special Requirements	



Social services (including, for example, guest lectures, professional training, and field studies)	Introducing the material into training workshops in order to understand the operation of websites, as well as methods for designing them based on digital content management systems.
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<b>13. Admissions</b>	
Prerequisites	
The smallest number of students	10
The largest number of students	35