



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	Information Systems/ Semester 2 / Fourth -class
4. Programmes in which it is included	BA /Semester 2 / Fourth -class
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	3
8. Description Preparation Date	1/4/2024
<p>9. Aims of the Programme: The course aims to:</p> <p>1- Identify the importance of information systems, their concept, and their elements</p> <p>2- Definition of information networks, their concept, and importance</p> <p>3- Identifying the most important developments in the field of information systems</p>	

security, security problems, hackers, malicious programs, viruses, and Internet worms.

10. Learning Outcomes, Teaching, Learning and Assessment Methods

Teaching and Learning Methods

1. Theoretical lecture
2. Practical application
3. Discussion and dialogue
4. Continuous testing
5. Constructive criticism

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.	3		Information systems, their concept and elements		
2.	3		System components		
3.	3		Data processing concepts		

4.	3	Lectures and students presentati on	Information system concepts, information system model
5.	3		Information system resources
6.	3		Information networks, their concept, and their importance
7.	3		The Internet, intranet and extranet
8.	3		Information security, its concept, elements
9.	3		Security problems, hackers, malware, viruses, Internet worms
10.	3		Hacking, espionage
11.	3		Protection policy
12.	3		Information systems security requirements
13.	3		Security system design
14.	3		Information systems risks
15.	3		Review and evaluate theoretical assignments

12. Infrastructure	
Required readings:	Information systems - their nature and components / Imad Al-Sabbagh. 2000
<ul style="list-style-type: none"> ● Course books ● Other 	Information System/Khaled Rajm.-Master's thesis.- 2019
Special Requirements	There is no systematic book or supporting book set available
Social services (including, for example, guest lectures, professional training, and field studies)	Assigning students to prepare and discuss research to develop the student's personality and scientific research skills.
13. Admissions	
Prerequisites	
The smallest number of students	10 students
The largest number of students	35 students



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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	Publishing industry /Cors2/ 4 th
4. Programmes in which it is included	Bachelors/ season2
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:	<ul style="list-style-type: none"> • Learn about the importance of electronic publishing. • Identify the reasons that led to the spread of the electronic publishing industry. • Identify the changes brought about by the Internet and electronic publishing

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.			An introductory introduction to the forms of modern libraries in light of electronic publishing		

			and the Internet		
2.			Electronic libraries	Lectures and students presentation	
3.			Virtual libraries		
4.			Digital libraries		
5.			Electronic publishing, its definition, related terms, historical development of electronic publishing		
6.			Reasons for the spread of the electronic publishing industry, areas of electronic publishing		
7.			Types of electronic publishing. Stages of electronic publishing		
8.			Advantages and characteristics of electronic publishing, a comparison between electronic publishing and traditional publishing		
9.			Disadvantages of electronic publishing, basic components of electronic publishing		
10.			Electronic publishing tools, electronic publishing tools		

11.			The effects of the Internet and electronic publishing on the library and information community
12.			The impact of electronic publishing on the development of information sources
13.			Workers in modern libraries and their tasks in light of electronic publishing and the Internet
14.			Information services provided by libraries in light of electronic publishing and the Internet
15.			The new functions of university libraries in light of the Internet and electronic publishing, the electronic book

12. Infrastructure	
Required readings: <ul style="list-style-type: none"> • Course books • Other 	The Internet and electronic publishing, electronic books and electronic periodicals, written by Ghaleb Awad Al-Nawaisa Sources from the Internet
Special Requirements	
Social services (including, for example, guest lectures, professional training, and field studies)	Introducing the topic of publishing in libraries and information centers in the discussions and seminars held in the department

13. Admissions	
Prerequisites	
The smallest number of students	10 student
The largest number of students	35 student



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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	Digital repositories
4. Programmes in which it is included	4 th class- 2 nd course
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 introduce the concept of digital repositories, their tools and models, and the most important initiatives they have achieved, as well as studying digital repository systems and the programs and applications associated with them and their application in the field of libraries and information.

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.			Free access to information: its concept, characteristics and advantages		
2.			Global Open Access Initiatives		
3.			Open access		

		information tools	Lectures and students presentati on
4.		Paths and methods of free access to information	
5.		Challenges and limitations of free access to information	
6.		Digital warehouses: their concept, elements and types	
7.		Types of digital repositories	
8.		Objectives, characteristics, advantages and obstacles of digital warehouses	
9.		Structuring digital warehouses	
10.		Open source digital warehouse management systems	
11.		Basic services for digital warehouse management systems	
12.		Metadata in digital repositories	
13.		Criteria for evaluating digital repositories	
14.		Stages of building and implementing a digital warehouse	
15.		An application for some software associated with the digital warehouse	

12. Infrastructure	
<p>Required readings:</p> <ul style="list-style-type: none"> • Course books • Other 	<p>Resources and links for the plays are provided to students via: Google classroom</p> <p>1- Ibrahim Kirthi. Digital repositories and free access to information: A project to build and implement a digital repository for library and information studies, Constantine, 2010.</p> <p>2- Dedicated to Salah Naji, digital repositories of universities in Arab countries. Cairo: Arab Center for Research and Studies in Library and Information Sciences, 2016.</p> <p>3- Talal Nazem Al-Zuhairi, D Space system for building digital warehouses, practical guide to installation.</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



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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	Multimedia systems
4. Programmes in which it is included	4 th class- 1 st course
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 goal of multimedia systems is to familiarize the student with the basic principles of this important field of knowledge. And how to deal with different media when wanting to build multimedia systems. Enabling the student to possess the cognitive and applied skills necessary to manage, organize and build Multimedia systems in a network environment, their synthesis for educational purposes, and their investment in improving the quality of services provided by information institutions. Learn about the software and applications used in multimedia

production

10. Learning Outcomes, Teaching, Learning and Assessment Methods					
Teaching and Learning Methods					
<ol style="list-style-type: none"> 1. The lecture 2. Dialogue and interaction 3. Constructive criticism 4. Brainstorming 5. Knowledge maps 					
Assessment Methods					
<ol style="list-style-type: none"> 1. Cognitive assessment 2. Skills assessment 3. Creative evaluation 4. Self-evaluation 					
Thinking Skills					
<ol style="list-style-type: none"> 1. Critical thinking skills 2. Creative thinking skills 3. Analytical thinking skills 					
General and Transferable Skills (other skills relevant to employability and personal development)					
<ol style="list-style-type: none"> 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.			Multimedia: terminology, concept, characteristics,		
2.			Multimedia		

			production programs and applications.	
3.			Multimedia Elements: Text editing applications	Lectures and students presentation
4.			Audio: recording, enhancing, editing	
5.			Line drawings and still images	
6.			Images and animation: production, recording, thematic linking	
7.			Virtual reality: devices and applications	
8.			The concept of multimedia systems and their characteristics	
9.			Multimedia search engines.	
10.			Applications on Photoshop: photo montage	
11.			Photoshop applications: designing covers and logos	
12.			Film maker applications: video editing	
13.			Film maker applications: linking sound to picture	
14.			Film Maker Applications: Translating video clips	

15.		Reviewing assignments and evaluating the substantive topics	
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12. Infrastructure	
Required readings: <ul style="list-style-type: none"> • Course books • Other 	Resources and links for the plays are provided to students via: Google classroom - Louay Al-Zoubi/Multimedia - Syria: Syrian Virtual University. 2020
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



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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 research ethics and intellectual property
4. Programmes in which it is included	Bachelors \ quarterly \ Fourth
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:	Analyzing and drawing up information policies concerned with the ethics of scientific research and intellectual property in the information age

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

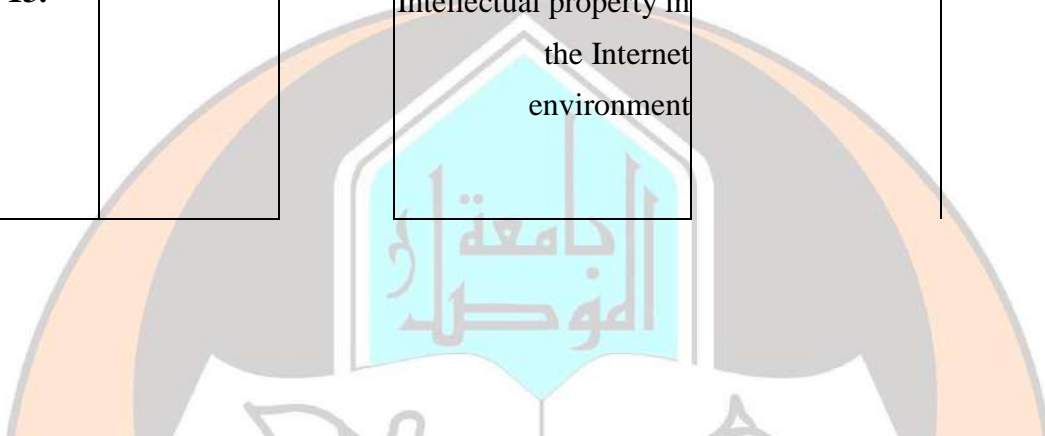
General and Transferable Skills (other skills relevant to employability and personal development)

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.			The concept of scientific research ethics		
2.			Characteristics of a scientific researcher		
3.			Summary of scientific research ethics		

4.		Professional ethics for workers in information institutions	Lectures and students presentation
5.		Code of ethics for workers in information institutions	
6.		Clauses of the ethical charter	
7.		Ethics of dealing with the Internet	
8.		Documenting scientific research	
9.		Creative Commons licenses	
10.		Types, importance, advantages and disadvantages of Creative Commons licenses	
11.		Introducing the concept of intellectual property	
12.		Intellectual property departments	
13.		Intellectual property in the Internet environment	



14.		Forms and methods of infringement of intellectual property rights
15.		Methods and methods of protection against forms of infringement of intellectual property rights

12. Infrastructure	
Required readings: <ul style="list-style-type: none"> • Course books • Other 	1-Protecting the intellectual property of books published in the Internet environment / Dima Aydin Jalal - Master's thesis 2016 2- Information Ethics / Shaaban Khalifa and others - 2013 3- What do you know about Creative Commons licenses / Hardo Center for Supporting Digital Expression 4- Ethics of scientific research / Mona Tawakkol Al-Sayed - 2013
Special Requirements	Nothing
Social services (including, for example, guest lectures, professional training, and field studies)	Introduction of the subject of ethics of scientific research and intellectual property in panel discussions and seminars in the department

13. Admissions	
Prerequisites	Nothing
The smallest number of students	10 students

The largest number of students	35 students
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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	Knowledge economics
4. Programmes in which it is included	Bachelors \ quarterly \ Fourth
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:	Providing the student with the concepts related to the knowledge economy and its importance, analyzing the efforts of Arab countries towards moving to the knowledge economy, and the challenges and obstacles that stand in front of it, and realizing the difference between the knowledge economy and the knowledge-based economy, and the pillars on which the cultural industries in

the world and the Arab world are based, and is familiar with the concept and importance of the creative and cultural industries. Its impact on building the knowledge economy, and the basic factors that must be present to ensure the success of the knowledge economy.

10. Learning Outcomes, Teaching, Learning and Assessment Methods					
Teaching and Learning Methods					
<ol style="list-style-type: none"> 1. The lecture 2. Dialogue and interaction 3. Constructive criticism 4. Brainstorming 5. Knowledge maps 					
Assessment Methods					
<ol style="list-style-type: none"> 1. Cognitive assessment 2. Skills assessment 3. Creative evaluation 4. Self-evaluation 					
Thinking Skills					
<ol style="list-style-type: none"> 1. Critical thinking skills 2. Creative thinking skills 3. Analytical thinking skills 					
General and Transferable Skills (other skills relevant to employability and personal development)					
<ol style="list-style-type: none"> 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.			The concept of knowledge economics		

2.			The emergence of knowledge economies	Lectures and students presentation	
3.			The importance of knowledge economics and the characteristics of knowledge economics		
4.			Reasons for moving to a knowledge economy		
5.			Requirements for the transition towards a knowledge economy		
6.			Information and knowledge economy specialist		
7.			Semester test		
8.			Jobs and responsibilities of an information specialist in the knowledge economy		
9.			Elements of the requirements of a knowledge-based economy		
10.			The role of libraries in developing the		

		knowledge-based economy
11.		The difference between the knowledge economy and the knowledge-based economy
12.		The knowledge economy differs from the traditional economy
13.		Information and its difference from knowledge
14.		Professional development for information specialists in the era of the knowledge economy
15.		Semester test

12. Infrastructure	
Required readings: <ul style="list-style-type: none"> • Course books • Other 	<ol style="list-style-type: none"> 1. Ali Hassan Al-Samir, Shahrazad Hassan Jabbara / The role of information specialists in the transition towards a knowledge economy in Syria 2. Lectures by Dr. Qusay Ajeeb 2020 3. Shaima Sobhi Ibrahim Shehata / Information institutions and mechanisms of transformation towards a knowledge-based economy: The central library of the Ministry of Waste Resources and Irrigation as a

	<p>model, Arab Journal of Informatics and Information Security, Volume 2, Issue 2, 2021</p> <p>4. Muhammad Jalal Sayed Ghandour / The Economics of Information and Knowledge: A Conceptual Introduction / The Egyptian Journal of Information Sciences, Volume 1, Issue 1, 2014</p> <p>5. Muftah Muhammad Diab / Modern trends in information studies 2015</p> <p>6. Jamal Dawoud Salman / Knowledge Economy / 2009</p>
Special Requirements	Nothing
Social services (including, for example, guest lectures, professional training, and field studies)	Introduction of the topic of economics of knowledge in panel discussions and seminars in the section

13. Admissions	
Prerequisites	Nothing
The smallest number of students	10 students
The largest number of students	35 students



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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 storage and retrieval - stage four
4. Programmes in which it is included	Bachelor's degree / Semester 2 - Fourth 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:	The article aims to inform the researcher of the nature of information storage, retrieval and databases, whether through the Internet, information networks or databases, as well as to clarify the nature of information analysis and the modern methods used in it.

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

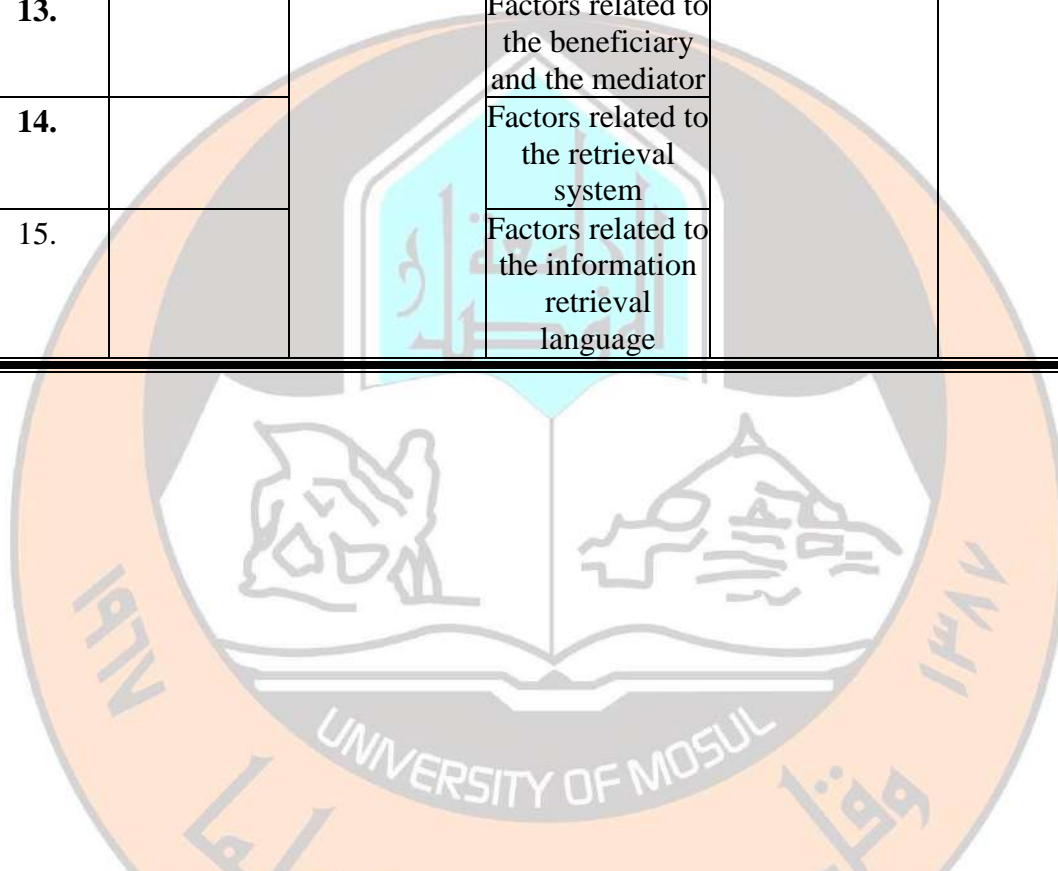
General and Transferable Skills (other skills relevant to employability and personal development)

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 Retrieval Systems Basics		
2.			Information Retrieval Systems		
3.			Information Retrieval Systems Problems		
4.			Information Retrieval Systems Components		

5.		Information Retrieval Methods and Requirements	Lectures and students presentation
6.		Control of Terminology	
7.		Research in Information Retrieval Systems	
8.		Factors Affecting Information Retrieval Systems	
9.		Automated Information Retrieval	
10.		Automated Applications in Information Institutions	
11.		Future Trends of Information Retrieval Systems	
12.		Factors affecting information retrieval processes	
13.		Factors related to the beneficiary and the mediator	
14.		Factors related to the retrieval system	
15.		Factors related to the information retrieval language	



12. Infrastructure	
Required readings: <ul style="list-style-type: none"> • Course books • Other 	1. Sanaa Hafez Al-Takroui. Information Retrieval Systems between Theory and Application. Amman: Dar Safa, 2005. 2. Talal Nazem Al-Zuhairi. Automated Information Retrieval Systems. Amman: Dar Al-Maysarah, 2004
Special Requirements	There is no textbook available, but it consists of a collection of articles, as the topic is renewable.
Social services (including, for example, guest lectures, professional training, and field studies)	The topic of storing and retrieving information was introduced into the seminars that were held during the academic year in accordance with the department's activities during the academic year. It was also included in the postgraduate studies development program recommended by the ministry. In fact, a group of in-person scientific workshops were completed in the college building.

13. Admissions	
Prerequisites	No prerequisite
The smallest number of students	10 students
The largest number of students	35 students



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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	Electronic documentation and archiving_ class four
4. Programmes in which it is included	Bachelor's/chapter2_stage four
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: Learn about electronic documentation and archiving The course aims to inform the researcher of the nature of archiving documents and information, whether through the Internet or information networks, and also to clarify the nature of electronic archiving and the modern devices and methods used in it.	

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.			Definition, concept and origin of the electronic archiving system		

2.		Functions, capabilities and types of electronic archiving systems		
3.		Obstacles to implementing electronic archiving systems - financial - technological - legislative - security		
4.		Criteria for evaluating electronic archive systems - General standards - Document management standards - Search and retrieval capabilities standards - Indexing standards		
5.		Examples of electronic archiving systems available in the Arab world_Electronic Archiving System (EDOX)	Lectures and students presentation	
6.		Electronic archiving system (Docuware) Electronic Archiving System (IDEMS)		

7.		Electronic archiving system SAVE Library System_ Electronic archiving system (Smart Info) for managing electronic documents	
8.		Smart Doc electronic archiving system_Direct electronic archiving system	
9.		Electronic archiving system (VisiDocs) and Dokmee document management program	
10.		Electronic archiving requirements_electronic archiving systems_electronic archiving systems functions	
11.		Types of electronic archiving systems - the role of electronic archiving in protecting...	
12.		Documents - requirements for	

		switching to an electronic archiving system
13.		Important characteristics that must be available in an archiving system
14.		Advantages of electronic archiving - the most prominent difficulties in converting to electronic archiving
15.		Types of archived records_record life cycle

12. Infrastructure	
<p>Required readings:</p> <ul style="list-style-type: none"> • Course books • Other 	Resources and links for the plays are provided to students via: Google classroom
Special Requirements	تقنيات و مستلزمات مستخدمة في التعليم There is no systematic book available, but it consists of a group of articles as the topic is new.
Social services (including, for example, guest lectures, professional training, and field studies)	

13. Admissions

Prerequisites	No find request former
The smallest number of students	10
The largest number of students	35



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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	Legislation and standards _ class four
4. Programmes in which it is included	Bachelor's/chapter1_ stage four
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	3
8. Description Preparation Date	1/4/2024
9. Aims of the Programme: Getting to know the legislation and standards in libraries and information centers, including university and public ones, and their tasks, legislation, security policies and procedures.	



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

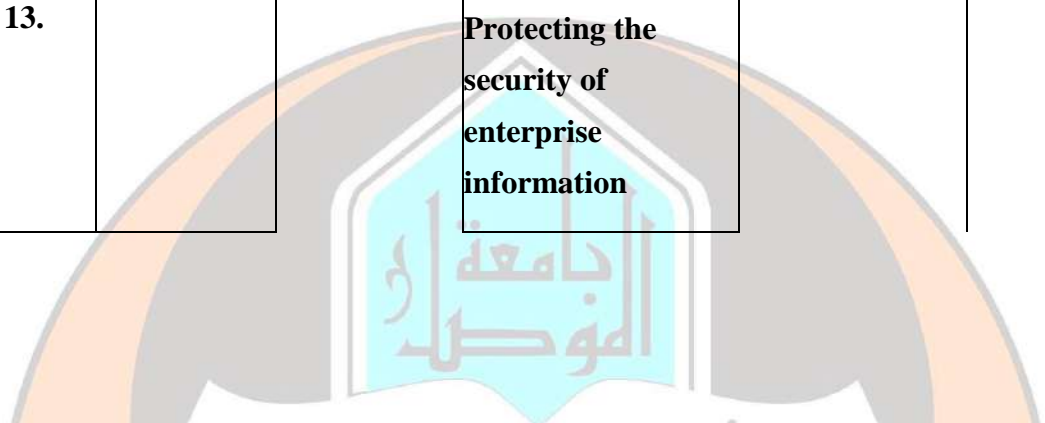
General and Transferable Skills (other skills relevant to employability and personal development)

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.			The concept of legislation and standards		
2.			University libraries		

3.		University libraries tasks	Lectures and students presentation
4.		University library departments	
5.		University library legislation	
6.		Duties of the director of university libraries	
7.		School library legislation	
8.		Tasks of the Friends of the Library Committee	
9.		Public library legislation	
10.		Duties of the director of public libraries	
11.		Public library procedures	
12.		Copyright protection legislation	
13.		Protecting the security of enterprise information	



14.		General security policy	
15.		Substantive security policy	

12. Infrastructure	
Required readings: <ul style="list-style-type: none"> • Course books • Other 	1_Legislation and standards Iraq 2_Resources and links for the plays are provided to students via: Google classroom
Special Requirements	تقنيات و مستلزمات مستخدمة في التعليم There is no systematic book available, but it consists of a group of articles as the topic is new.
Social services (including, for example, guest lectures, professional training, and field studies)	

13. Admissions	
Prerequisites	No find request former
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	Practical application Course 1
4. Programmes in which it is included	Bachelor's chapter1_stage four/
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 development of the student's skills in electronic and traditional information services, as well as the development of his skills in the activities of technical procedures and activities of beneficiary services in the library, and a series of practical activities for the technical procedures of libraries, which include practical training for the procedures of supply, indexing, classification, gifting and beneficiary services.	

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.	4		An introductory to the study material	Lectures and students presentation	
2.	4		A detailed explanation of the administrative and organizational structure and the	Training at the Central Library of the University of Mosul	

			main departments of the library	
3.	4		A theoretical lecture on digital information services	Training at the Central Library of the University of Mosul
4.	4		An explanation of automatic indexing in MARC format And Koha system	Training at the Central Library of the University of Mosul
5.	4		A practical application for entering Arabic book records	Training at the Central Library of the University of Mosul
6.	4		Practical application on entering foreign book registrations	
7.	4		A practical application for entering university theses records	
8.	4		Practical application to work procedures in the bookroom	
9.	4		Practical application of work procedures in the dissertations and dissertations hall	Training at the Central Library of the University of Mosul
10.	4		Practical application to work procedures in the patrol hall	Training at the Central Library of the University of Mosul
11.	4		Practical application to work procedures in the reference hall	Training at the Central Library of the University of Mosul
12.	4		Practical application of work procedures	Training at the Central Library of

		in the Electronic Messages and Dissertations Unit	the University of Mosul
13.	4	Practical application of work procedures in the electronic library	Training at the Central Library of the University of Mosul
14.	4	Practical application of work procedures in the electronic library	Training at the Central Library of the University of Mosul
15.		Final exam	

12. Infrastructure	
Required readings: <ul style="list-style-type: none"> • Course books • Other 	A theoretical subject that includes an introduction to digital information services, their types, and ways to provide them, compulsory, prepared by lecturers
Special Requirements	
Social services (including, for example, guest lectures, professional training, and field studies)	

13. Admissions	
Prerequisites	Not found request former
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.

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/ Course 2
4. Programmes in which it is included	Bachelor's chapter1_stage four
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	4
8. Description Preparation Date	1/6/2024
9. Aims of the Programme: The course aims to identify the development of the student's skills in electronic and traditional information services	

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.	4		Hands-on how to extract topic headers and use topic header lists	Training at the Central Library of the University of Mosul	
2.	4		Practical training on how to configure allocation numbers (cutter) for the	Training at the Central Library of the University of Mosul	

		names of Arab and foreign authors	
3.	4	Practical training on sorting and arranging index cards	Training at the Central Library of the University of Mosul
4.	4	Practical training on how to enter index cards according to authors' names, titles and subject headings	Training at the Central Library of the University of Mosul
5.	4	Practical training in the reference unit on how to arrange books on shelves and lending procedures for reference books	Training at the Central Library of the University of Mosul
6.	4	Practical training in the thesis unit on how to arrange theses on the shelves and borrowing procedures	
7.	4	Practical training in the patrols unit on how to record the preparation of periodicals in the records and arrange the shelves of periodicals	
8.	4	Practical training in the loan unit on the procedures for returning books and organizing library identities	
9.	4	Practical training in the book hall on external lending procedures and organizing bookshelves	Training at the Central Library of the University of Mosul

		according to classification numbers	
10.	4	Practical training in the book hall on external lending procedures and organizing bookshelves according to classification numbers	Training at the Central Library of the University of Mosul
11.	4	Practical training on importing foreign registrations from international indexes	Training at the Central Library of the University of Mosul
12.	4	Practical training in the computer lab hall	Training at the Central Library of the University of Mosul
13.	4	A detailed explanation of the Iraqi Virtual Scientific Library	Training at the Central Library of the University of Mosul
14.	4	Preparing a report on the tasks and activities of the library units	Training at the Central Library of the University of Mosul
15.		Final Exam	
30.			

12. Infrastructure	
Required readings: <ul style="list-style-type: none"> • Course books • Other 	A theoretical subject that includes an introduction to digital information services, their types, and ways to provide them, compulsory, prepared by lecturers
Special Requirements	
Social services (including, for example, guest lectures, professional training, and field studies)	

13. Admissions

Prerequisites	Not found request former
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.

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 Networks – Fourth Stage
4. Programmers in which it is included	Bachelor / Semester 1 – Fourth 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:	The article aims to inform the researcher about the nature of information networks, their types, forms, method of connecting them, and the wires used in them, whether through the Internet or internal and external information networks.

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.			The topic of information networks is addressed in terms of their benefits, requirements and evaluation		
2.			The topic of types of information networks and their structures is addressed		

3.			This week, the scientific material for the second week is completed and the structural composition of networks is .discussed	Lectures and students presentation
4.			This week, the physical equipment of networks is .addressed	
5.			This week covers the design of server, client and customer networks	
6.			This week covers the topic of local area network topology, ring, star, linear, star and bus networks	
7.			This week covers the network card, the factors affecting it, semi-wireless card, the main technologies in local area networks	
8.			This week covers Ethernet networks, wireless local area networks	
9.			This week covers the architecture of local area networks	
10.			This week covers the topic	

			of network protocols
11.			This week covers the topic of protocols
12.			This week covers the topic of data transmission technology in information networks
13.			This week covers the topic of network and information security
14.			This week covers some specialized services
15.			This week we will review and discuss student reports

12. Infrastructure	
<p>Required readings:</p> <ul style="list-style-type: none"> • Course books • Other 	<p>1.Computerized information rules and networks in libraries and information centers / Amer Ibrahim Qandilji and Iman Al-Samarrai, Baghdad 2000</p> <p>2.Information and communications networks / Amer Ibrahim Qandilji and Iman Al-Samarrai, Amman, 2009, in addition to many articles supporting the vocabulary of the weeks.</p> <p>3. In addition to many articles supporting modernity in the subject areas, the vocabulary of the weeks is pulled from the Internet.</p>
Special Requirements	There is no textbook available, but it consists of a collection of articles, as the topic is renewable.

Social services (including, for example, guest lectures, professional training, and field studies)	Introducing the topic of networks into the seminars that are held during the academic year, according to the department's activities during the academic year.
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13. Admissions	
Prerequisites	No prerequisite
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.

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 technologies/ Semester 1 / Fourth -class
4. Programmes in which it is included	BA /Semester 1 / Fourth -class
5. Available Attendance Forms	Lectures
6. Semester/Year	2023/2024
7. Total Number of Hours	3
8. Description Preparation Date	1/4/2024

9. Aims of the Programme: The course aims to

1-Identify the elements and objectives of e-learning Definition of e-learning patterns, tools, and techniques and e-learning platforms

2-Identify the most important educational information systems and the stages of

designing electronic educational programs

10. Learning Outcomes, Teaching, Learning and Assessment Methods

Teaching and Learning Methods

1. Theoretical lecture
2. Practical application
3. Discussion and dialogue
4. Continuous testing
5. Constructive criticism

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.	3		The concept of e-learning		
2.	3		Terminology related to e-learning		
3.	3		The origins and historical development of e-learning		

4.	3		E-learning elements	Lectures and students presentati on
5.	3		E-learning objectives	
6.	3		Characteristics of e-learning	
7.	3		Disadvantages of e-learning	
8.	3		E-learning patterns, tools and techniques	
9.	3		Necessary requirements for e-learning	
10.	3		Challenges facing e-learning	
11.	3		Electronic educational platforms Google Classroom Edmodo	
12.	3		Educational information systems, their classification, and functions	
13.	3		Principles of designing electronic educational programs	
14.	3		Stages of designing electronic educational programs	
15.	3		Student test	

12. Infrastructure	
Required readings:	Educational content management technology / Talal Nazim Al-Zuhairi, Omaima Hamid Al-Adly, 2018
<ul style="list-style-type: none"> ● Course books ● Other 	Building a technical strategy for university libraries to support e-learning in Iraqi universities: the University of Mosul as a model/ Heba Saadallah Younis Al-Mawla._ Doctoral dissertation._2023
Special Requirements	There is no systematic book or supporting book set available
Social services (including, for example, guest lectures, professional training, and field studies)	Assigning students to prepare and discuss research on the most important and famous educational platforms and explaining their advantages and disadvantages and the best among them to develop the students' personality and scientific research skill.
13. Admissions	
Prerequisites	
The smallest number of students	10 students
The largest number of students	35 students

