Course Description Form

Course Name:	
Tools for organizing information container / Third degree	
Course Code:	
ITKL38	
Semester / Year: Academic Year 2023-2024	
Academic Year 2023-2024	
Description Preparation Date:	
21/9 /2023	
Available Attendance Forms: On campus / Electronic Platform	
On campus / Electronic Platform	
Number of Credit Hours () / Number of Units ():	
3	
Course administrator's name (mention all, if more than one name)	
Name: Name: Rafal Nizar Abdel Qader / Assistant Professor	
Email: rafal.n.k@uomosul.edu.iq	

Course Objectives

Course Objectives	• Recognizing the importance of organizing tools for organizing information sources
	• Introducing information organization tools and their role in determining the descriptive and objective aspects of various information sources
	• Identifying the most important developments in the field of descriptive and objective analysis, especially in light of the digital environment

Teaching and Learning Strategies

Strategy	Brainstorming
	Group Teaching
	Practical Application
	Reciprocal Teaching

Course Structure

Week	Hours	Required Learning	Unit or subject name	Learning method	Evaluation method

		Outcomes			
1	4	Bachelors	Types of bibliographic codifications: beginnings and origins	Theoretical and practical	Oral and written
2	4	Bachelors	Rules for describing sources and making them available by RDA. Origins and beginnings	Theoretical and practical	Oral and written
3	4	Bachelors	Differences between AACR and RDA rules	Theoretical and practical	Oral and written
4	4	Bachelors	Direct availability indexes	Theoretical and practical	Oral and written
5	4	Bachelors	Talk about the Mark 21 standard	Theoretical and practical	Oral and written
6	4	Bachelors	And how to apply it	Theoretical and practical	Oral and written
7	4	Bachelors	BIBFRAME model	Theoretical and practical	Oral and written
8	4	Bachelors	Written exam	Theoretical and practical	Oral and written
9	4	Bachelors	The basic tags for RDA rules, indicators and subfields	Theoretical and practical	Oral and written
10	4	Bachelors	ISBN field 020	Theoretical and practical	Oral and written
11	4	Bachelors	The main entrance field, an explanation of it and the rules for its use	Theoretical and practical	Oral and written
12	4	Bachelors	The title field, an explanation of it and the rules for its use	Theoretical and practical	Oral and written
13	4	Bachelors	The rest of the other fields	Theoretical	Oral and

			for registration	and practical	written
14	4	Bachelors	Carrier Type, Content, and Source fields 336, 337, and 338	Theoretical and practical	Oral and written
15	4	Bachelors	Review and evaluate theoretical and practical assignments	Theoretical and practical	Oral and written
16	4	Bachelors	Definition of curriculum vocabulary Resource description and availability rules (RDA).	Theoretical and practical	Oral and written
17	4	Bachelors	A comparison between the rules for describing sources and making them available by RDA and the Anglo-American cataloging rules RDA's relationship with other technologies	Theoretical and practical	Oral and written
18	4	Bachelors	MARC 21 record and applications of source description and availability rules Practical application: for various fields in the MARC21 record according to RDA rules	Theoretical and practical	Oral and written
19	4	Bachelors	Functional requirements model for the FRBR bibliographic record and its relationship to the rules for describing and making sources available	Theoretical and practical	Oral and written
20	4	Bachelors	Functional requirements for FRAD authority data	Theoretical and practical	Oral and written
21	4	Bachelors	Functional requirements for FRSAD subject authority data	Theoretical and practical	Oral and written
22	4	Bachelors	Machine-readable indexing format: MARC21 format	Theoretical and	Oral and written

				for authority data	practical	
23	4	Bachelors	Properties of MARC authority fields Components of the MARC21 authority record	Theoretical and practical	Oral and written
24	4	Bachelors	MARC21 authority data types and fields	Theoretical and practical	Oral and written
25	4	Bachelors	• Setting fields The rest of the fields and references in the authority record	Theoretical and practical	Oral and written
26	4	Bachelors	• Various practical examples and solutions for authority recording	Theoretical and practical	Oral and written
27	4	Bachelors	BIBFRAME data model	Theoretical and practical	Oral and written
28	4	Bachelors	The relationship of the bibliographic framework data model to the rules for describing sources and making them available	Theoretical and practical	Oral and written
29	4	Bachelors	BIBFRAME fields and elements	Theoretical and practical	Oral and written
30	4	Bachelors	Community indexing	Theoretical and practical	Oral and written

.Course Evaluation

1- Conducting written tests (Midyear and final) through some questions on the subject of the study material to know the extent of their comprehension of the subject

2-Quiz (short exam)

3-Practical

4- Attendance of students and assessment through interactive learning

Required textbooks (curricular books, if any)	nothing
Main references (sources)	1- Al-Shaloul, Wasfi Arif. Modern trends in indexing. - Amman: Jordan Library and Information Association, 2017 2- Mark 21 Record Guide, 2020
Recommended books and references (scientific journals, reports...)	Sources from the Internet
Electronic References, Websites	20%

Assistant Professor. Rafal Nizar Abdel Qader

1. Course name and academic level
Website management/stage Third

2. Course code
ITKL-320

3. Semester/Year
2024-2025 annual

4. Date this description was prepared
12/9/2024

5. Available forms of attendance
My presence

6. Number of study hours (total) / Number of units (total)
4hour / 5 units

7. Name of the course supervisor (if more than one name is mentioned) and academic title.

Name: Omar Tawfiq Abdel Qader Email: omof80@uomosul.edu.iq

8. Course objectives

	Course objectives
6. DefinitionWebsites, their management methods, challenges, obstacles, methods and advantages 7. Student definitionforThe most important software for managing websites and using artificial intelligence in them	

9. Teaching and learning strategies

	Strategy
brainstorming group education	

10. Course structure

Evaluation method	Learning method	Name of unit or topic	Required learning outcomes	watches	week
Written and oral	theory	The concept of websites and their types	Bachelor'sS	4	1
Written and oral	theory	Stages of creating websites	Bachelor's	4	2

Written and oral	theory	Website design languages and programs	Bachelor's	4	3
Written and oral	theory	Technical considerations for websites	Bachelor's	4	4
Written and oral	theory	Website metadata	Bachelor's	4	5
Written and oral	theory	Reasons for creating a library website	Bachelor's	4	6
Written and oral	theory	Website evaluation	Bachelor's	4	7
Written and oral	theory	Evaluation difficulties	Bachelor's	4	8
Written and oral	theory	Website evaluation methods	Bachelor's	4	9
Written and oral	theory	Electronic assessment programs	Bachelor's	4	10
Written and oral	theory	Website evaluation criteria	Bachelor's	4	11
Written and oral	theory	Website management	Bachelor's	4	12
Written and oral	theory	Website Development Team	Bachelor's	4	13
Written and oral	theory	Strategic dimensions of websites	Bachelor's	4	14
Written and oral	theory	Website quality standards	Bachelor's	4	15
Written and oral	theory	The role of artificial intelligence in website design	Bachelor's	4	16
Written and oral	theory	Search engine optimization for the website	Bachelor's	4	17
Written and oral	theory	Browsing and indexing issues	Bachelor's	4	18
Written and oral	theory	Content input matching issues	Bachelor's	4	19
Written and oral	theory	Factors that influence website appearance in search engines	Bachelor's	4	20
Written and oral	theory	Mobile Optimization	Bachelor's	4	21
Written and oral	theory	Improve your website's visibility in search engines	Bachelor's	4	22
Written and oral	theory	The importance of artificial intelligence in improving the website's visibility on the Internet	Bachelor's	4	23
Written and oral	theory	Website quality	Bachelor's	4	24
	theory	Website quality characteristics	Bachelor's	4	25

Written and oral	theory	The importance of measuring the quality of websites	Bachelor's	4	26
Written and oral	theory	Website quality standards	Bachelor's	4	27
Written and oral	theory	Suggested models for website quality	Bachelor's	4	28
Written and oral	theory	Applying the schedule in the service aspect of the site	Bachelor's	4	29
Written and oral	theory	Comprehensive test and review	Bachelor's	4	30

1. Course Evaluation and Grade Divisions

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

12. Learning and teaching resources

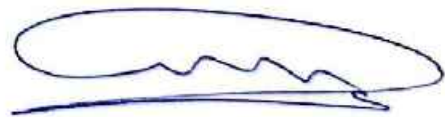|	
There are no textbooks.	Required textbooks (methodology if any)
Bassem Shaheen, Website Management: A Real-Life Experience, Arab Administrative Development Organization, 2013	Main References (Sources)
	Recommended supporting books and references (scientific journals, reports...)
3. a baseFor the Unified Iraqi Index - Al-Abbas's Holy Shrine/https://iquc.org/ 4. Iraqi Digital Repository/https://iqdr.iq/ 5. Iraqi Digital Library/https://www.ivsl.org/ 6. OCLC /https://www.oclc.org/en/home.html?redirect=true 7. Word cat/https://www.oclc.org/en/worldcat.html 8. MARC /https://www.loc.gov/marc/ 9. Directory of Open Access Journals/https://doaj.org/ 10. Library of Congresshttps://www.loc.gov/ 11. International Federation of Library Associationshttps://repository.ifla.org/ 12. Computerized library catalogshttps://www.oclc.org/en/home.html	Electronic referencesAndInternet sites

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Course Description Form

Department or **Literature** **College:**
Information and knowledge technologies

University: Mosul branch:

1. Course name and academic level	
Information Technology/ Third Stage	
2. Course code	
ArIn25F1308	
3. Semester/Year	
Annual - 2024/2025	
4. Date this description was prepared	
21/9/2024	
5. Available forms of attendance	
9 attendance	
6. Number of study hours (total) / Number of units (total)	
4	
7. Name of the course supervisor (if more than one name is mentioned) and academic title.	
Name: Asmaa Ghanem Ramadan Email:asmaa2020@uomosul.edu.iq	
8. Course objectives	

	Course objectives
• The material is being edited.supplyStudentsWith the knowledge and technical skills that qualify them to efficiently navigate the modern work environment in information institutions, such as libraries, documentation centers, and archives. The most important objectives are as follows: • Understanding Technical Basics: Introducing students to the concepts of information technology, its components, and the types of software and	

hardware used in libraries.				
Acquire practical technical skills: • enable students to use computers and their applications, such as word processing programs, databases, and library management systems.				
To identify the development of • the use of information technology as a source of information in libraries..				
Digital Transformation: • Qualifying them to understand the digital transformation processes in libraries and the digital services provided to beneficiaries.				
Preparing them for the job • market: Preparing students for the evolving, technology-dependent job market and enabling them to interact with stakeholders through modern means.				

9. Teaching and learning strategies

Strategy

10. Course structure

Evaluation method	Learning method	Name of unit or topic	Required learning outcomes	watches	week
Feedback	Theoretical	The concept of information technology	Bachelor's	2	1
Feedback	Theoretical	Advantages of using information technology, libraries and information centers	Bachelor's	2	2
Evaluation Cognitive	Practical + Theoretical	audio materials	Bachelor's	2	3
Daily test	Theoretical	CDs and audio tapes as a source of information	Bachelor's	2	4
direct question	Practical + Theoretical	Visual information sources	Bachelor's	2	5
Self-assessment	Practical + Theoretical	TransparenciesAs a source of	Bachelor's	2	6

Assessment	Method	Topic	Level			No.
		information				
Feedback	Theoretical	Film thumbnailsAs a source of information	Bachelor's		2	7
Cognitive assessment	Theoretical	Audiovisual resources	Bachelor's		2	8
Feedback	Practical + Theoretical	TV and videoAs a source of information	Bachelor's		2	9
		First monthly exam	Bachelor's		2	10
Feedback	Theoretical	Smart interactive whiteboard in libraries	Bachelor's		2	11
Cognitive assessment	Practical + Theoretical	Computers in Libraries	Bachelor's		2	12
Cognitive assessment	Theoretical	Reasons for using computers in libraries and information centers	Bachelor's		2	13
Daily test	Practical + Theoretical	Use of computers in the field of indexing	Bachelor's		2	14
Cognitive assessment	Theoretical	computer useinareaSupply	Bachelor's		2	15
Evaluation Al-Mahari	Practical + Theoretical	Second monthly exam	Bachelor's		2	16
Cognitive assessment	Theoretical	Use of computer in the field ofLoan	Bachelor's		2	17
Creative Evaluation	Practical + Theoretical	Use of computer in the field ofCurrent briefing	Bachelor's		2	18
Cognitive assessment	Practical + Theoretical	Information technology and its role in libraries	Bachelor's		2	19
Self-assessment	Theoretical	The importance of information and the challenges of information technology in libraries	Bachelor's		2	20
Daily test	Practical + Theoretical	The impact of technology on libraries	Bachelor's		2	21
		Monthly exam	Bachelor's		2	22
Cognitive assessment	Theoretical	The most important technologies used in libraries	Bachelor's		2	23
Creative Evaluation	Theoretical	Concepts related to information	Bachelor's		2	24

		technology in university libraries			
Cognitive assessment	Theoretical	The importance of using information technology in university libraries	Bachelor's	2	25
Self-assessment	Practical	Examples of information technology application in libraries	Bachelor's	2	26
Feedback	Practical + Theoretical	The impact of technology on university libraries	Bachelor's	2	27
Skill assessment	Practical + Theoretical	Artificial intelligence and its role in improving library efficiency	Bachelor's	2	28
Cognitive assessment	Practical + Theoretical	Benefits and applicationsartificial intelligencein libraries	Bachelor's	2	29
Feedback	Practical + Theoretical	Techniquesartificial intelligencein libraries	Bachelor's	2	30

11. Course Evaluation and Grade Divisions
The grade is distributed out of 100 based on the tasks assigned to the student, such as daily preparation, daily, oral, monthly and written exams, reports, etc.

12. Learning and teaching resources	
	Required textbooks (methodology if any)
Information Technology .١ information technology .٢	Main References (Sources)

Artificial Intelligence in Libraries	١.	Recommended supporting books and references (scientific journals, reports...)	
Iraqi Virtual Scientific Library:https://www.ivsl.org/?language=ar	١.	Electronic references, websites	
Iraqi Digital Repository/https://iqdr.iq/	٢.		
Iraqi Digital Library/https://www.ivsl.org/	٣.		

Name and signature of the decision maker

Name and signature of the head of the department or branch

M.M. Asmaa Ghanem Ramadan

Course Description Form

Department or   **College:** Literature   **University: Mosul**
Information and knowledge technologies   branch:

1. Course name and academic level	
Communication and Media / Third Stage	
2. Course code	
ArIn25F1301	
3. Semester/Year	
2024/2025	
4. Date this description was prepared	
21/9/2024	
5. Available forms of attendance	
In-person and online	
6. Number of study hours (total) / Number of units (total)	
4	

7. Name of the course supervisor (if more than one name is mentioned) and academic title.

Name: M. Sarmed Siddiq Ghazi Email:sarmad.sg@uomosul.edu.iq

8. Course objectives	
Course objectives	• Introducing students to the concept of communication
	• Introducing students to digital media
	• Learn about the most important differences between traditional media and digital media.

9. Teaching and learning strategies	
Strategy	brainstorming
	group education
	Reciprocal teaching

Evaluation method	Learning method	Name of unit or topic	Required learning outcomes	watches	10. Course structure Week
Written and oral	theory	The concept of communication	Bachelor's	4	1
Written and oral	theory	Communication elements	Bachelor's	4	2
Written and oral	theory	Sender	Bachelor's	4	3
Written and oral	theory	message	Bachelor's	4	4
Written and oral	theory	the future	Bachelor's	4	5
Written and oral	theory	means of communication	Bachelor's	4	6
Written and oral	theory	Future and Feedback	Bachelor's	4	7
Written and oral	theory	Characteristics of the communication process	Bachelor's	4	8
Written and oral	theory	Types of communication	Bachelor's	4	9
Written and oral	theory	The concept of mass communication	Bachelor's	4	10
Written and oral	theory	Characteristics of mass communication	Bachelor's	4	11
Written and oral	theory	Types of mass communication	Bachelor's	4	12
Written and oral	theory	Communication theories	Bachelor's	4	13
Written and oral	theory	Criticisms of communication theories	Bachelor's	4	14
Written and oral	theory	a test	Bachelor's	4	15
Written and oral	theory	New digital media	Bachelor's	4	16
Written and	theory	Differences	Bachelor's	4	17

oral		between traditional media and digital media			
Written and oral	theory	Forms of digital media	Bachelor's	4	18
Written and oral	theory	Digital media jobs	Bachelor's	4	19
Written and oral	theory	Internet	Bachelor's	4	20
Written and oral	theory	Internet requirements	Bachelor's	4	21
Written and oral	theory	Obstacles to using the Internet	Bachelor's	4	22
Written and oral	theory	Electronic journalism	Bachelor's	4	23
Written and oral	theory	Electronic publishing	Bachelor's	4	24
Written and oral	theory	The importance of electronic publishing	Bachelor's	4	25
Written and oral	theory	The difference between traditional publishing and electronic publishing	Bachelor's	4	26
Written and oral	theory	The concept of blogs	Bachelor's	4	27
Written and oral	theory	Types of blogs	Bachelor's	4	28
Written and oral	theory	Bloggers	Bachelor's	4	29
Written and oral	theory	a test	Bachelor's	4	30

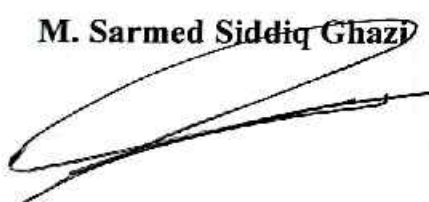## 11. Course Evaluation and Grade Divisions

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

	12. Learning and teaching resources
Khadra Omar / Communication Skills and Theories	Required textbooks (methodology if any)
—	Main References (Sources)
Maher Awda / New Digital Media	Recommended supporting books and references (scientific journals, reports...)
1. https://iqdr.iq/ 2. https://www.ivsl.org/ 3. https://www.iasj.net	Electronic references, websites

Name and signature of the head of the department

Ast. Prof.Dr. wasan sami saadallah

Name and signature of the decision maker

M. Sarmed Siddiq Ghazi

Course Description Form

Course Name:	
_ Practical application _ class three	

Course Code:

Semester / Year: Academic Year
2024-2025

Description Preparation Date:
2024\9\21

Available Attendance Forms: On campus / Electronic Platform
Attendance

Number of Credit Hours () / Number of Units ():
(4)

Course administrator's name (mention all, if more than one name)
Name : **M.M. Raafat Rajab Fathi**
Email: **rafat.r.f@uomsul.edu.iq**
Ncme: Rawa Salah El-Din
Email: **rawa.salah@uomosul.edu.iq**

Course Objectives

Course Objectives	Training students on prepare abstracts and objective indexes

Teaching and Learning Strategies

Strategy	Brainstorming
	Group education

Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation me
1	4	**Bachelor's**	**Indexing and index Basics**	Theory and practical	Written and ora
2	4	Bachelor's	**The concept of index**	Theory and practical	Written and ora
3	4	Bachelor's	**The importance of index as a source of information**	Theory and practical	Written and ora
4	4	Bachelor's	**Types of indexes**	Theory and practical	Written and ora

5	4	Bachelor's	The purposes of indexes	Theory and practical	Written and oral
6	4	Bachelor's	Serial indexing	Theory and practical	Written and oral
7	4	Bachelor's	Practical exercise	Theory and practical	Written and oral
8	4	Bachelor's	Practical test	Theory and practical	Written and oral
9	4	Bachelor's	Practical exercise	Theory and practical	Written and oral
10	4	Bachelor's	Creating an index of authors for periodicals	Theory and practical	Written and oral
11	4	Bachelor's	Creating an index of title for periodicals	Theory and practical	Written and oral
12	4	Bachelor's	Creating an index of subject for periodicals	Theory and practical	Written and oral
13	4	Bachelor's	Guiding students when setting up indexes and following up on their achievements	Theory and practical	Written and oral
14	4	Bachelor's	Correcting mistakes and answering student questions when setting up indexes	Theory and practical	Written and oral
15	4	Bachelor's	Quarterly exam	Theory and practical	Written and oral
16	4	Bachelor's	Definition of abstracts	Theory and practical	Written and oral

de	4	Bachelor's	The purposes of abstracts	Theory and practical	Written and oral
18	4	Bachelor's	Characteristics of abstracts	Theory and practical	Written and oral
19	4	Bachelor's	Types of abstracts	Theory and practical	Written and oral
20	4	Bachelor's	Components of abstracts	Theory and practical	Written and oral
21	4	Bachelor's	Writing of abstracts	Theory and practical	Written and oral
22	4	Bachelor's	Practical training on preparing a descriptive abstract	Theory and practical	Written and oral
23	4	Bachelor's	Practical training on preparing a informative abstract	Theory and practical	Written and oral
24	4	Bachelor's	How to write an abstract	Theory and practical	Written and oral
25	4	Bachelor's	Practical training	Theory and practical	Written and oral
26	4	Bachelor's	Prepare a descriptive abstract	Theory and practical	Written and oral
27	4	Bachelor's	Practical test	Theory and practical	Written and oral
28	4	Bachelor's	Follow up on student completion of descriptive abstracts	Theory and practical	Written and ora
29	4	Bachelor's	Audit and correction of required extracts	Theory and practical	Written and ora

30	4	Bachelor's	Quarterly exam	Theory and practical	Written and or

Course Evaluation .

1- Conducting written tests (Midyear and final) through some questions on the subject study material to know the extent of their comprehension of the subject

2-Quiz (short exam)

3-Practical

4- Attendance of students and assessment through interactive learning

Required textbooks (curricular books, if any)	
Main references (sources)	Indexing and abstracting concepts principles and applications . Mohamed abdelhady Mohamed jallab abstracting services in libraries and information center: the experiences of some libraries and information centers
Recommended books and references (scientific journals, reports...)	
	http//:www.youtube.com
	50%

Lecturer

Raafat Rajab Fathi

Rawaa salah al deen ziada

Head of Dept.

ph. Wasn same al hadidi

Course Description Form

Department or
Information and knowledge technologies

College: Literature

the university : Mosul
branch:

1. Course name and academic level	
Research Methodology / Third Stage	
2. Course code	
Arln25F1303	
3. Semester/Year	
2024-2025/ Annual	
4. Date this description was prepared	
22/9/2025	
5. Available forms of attendance	
In-person and online	
6. Number of study hours (total) / Number of units (total)	
6	
7. Name of the course supervisor (if more than one name is mentioned) and academic title.	
Name: Shaima Hashem Youssef Email: shimah.hy@uomosul.edu.iq	

8. Course objectives

Course objectives	• Introducing the student to how to prepare research and theses and familiarizing him with the different research methods, their types and uses

9. Teaching and learning strategies

Strategy	brainstorming group education

10. Course structure

week	watches	Required learning outcomes	Name of unit or topic	Learning method	Evaluation method
1	6	Bachelor'sS	Basic concepts of research and the	Theory and practice	Written and oral

Written and oral	theoryAnd the process	scientific method and their applications to libraries and information			
Written and oral	theoryAnd the process	Research steps and how to find a topic to research	Bachelor's	6	2
Written and oral	theoryAnd the process	General components of a research proposal	Bachelor's	6	3
Written and oral	theoryAnd the process	Analysis of intellectual production in research methods in library and information science	Bachelor's	6	4
Written and oral	theoryAnd the process	Stages of scientific research	Bachelor's	6	5
Written and oral	theoryAnd the process	Elements of a scientific research plan	Bachelor's	6	6
Written and oral	theoryAnd the process	Research plan preparation stage	Bachelor's	6	7
Written and oral	theoryAnd the process	Research problem, its conditions and characteristics	Bachelor's	6	8
Written and oral	theoryAnd the process	The importance of the study and the reasons for choosing the topic	Bachelor's	6	9
Written and oral	theoryAnd the process	Study assumptions, concept, characteristics and types	Bachelor's	6	10
Written and oral	theoryAnd the process	semester exam	Bachelor's	6	11
Written and oral	theoryAnd the process	Study of links and interrelationships	Bachelor's	6	12
Written and oral	theoryAnd the process	Correlational studies	Bachelor's	6	13
Written and oral	theoryAnd the process	Practical exercises on preparing a research plan	Bachelor's	6	14

Written and oral	theoryAnd the process	Periodic review of the material	Bachelor's	6	15
Written and oral	theoryAnd the process	Survey and statistical research, study of sampling methods and data collection tools	Bachelor's	6	16
Written and oral	theoryAnd the process	Experimental research in libraries and information	Bachelor's	6	17
Written and oral	theoryAnd the process	The historical approach in library science research	Bachelor's	6	18
Written and oral	theoryAnd the process	Descriptive approach	Bachelor's	6	19
Written and oral	theoryAnd the process	Case study approach	Bachelor's	6	20
Written and oral	theoryAnd the process	Data collection tools	Bachelor's	6	21
Written and oral	theoryAnd the process	Questionnaires: Types, Advantages and Disadvantages	Bachelor's	6	22
Written and oral	theoryAnd the process	Interviews, their types, advantages and disadvantages	Bachelor's	6	23
Written and oral	theoryAnd the process	Note	Bachelor's	6	24
Written and oral	theoryAnd the process	semester exam	Bachelor's	6	25
Written and oral	theoryAnd the process	Samples and their types	Bachelor's	6	26
Written and oral	theoryAnd the process	Modern methods of collecting and obtaining data	Bachelor's	6	27
Written and oral	theoryAnd the process	Studies of the beneficiaries of libraries and information centers: their justifications, methods and problems	Bachelor's	6	28
Written and oral	theoryAnd the process	Practical exercises on preparing and drafting questionnaires	Bachelor's	6	29

Written and oral	theoryAnd the process	Discussion sessions for training research prepared by students in the field of research preparation	Bachelor's	6	30

11. Course Evaluation and Grade Divisions

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

12. Learning and teaching resources

There are no textbooks.	Required textbooks (methodology if any)
1-Research Methods in Information Science and Libraries / Ahmed Badr, 1988 2-Scientific Research Methods / Rabhi Abdel Qader Al-Jadali, 2011 3Scientific Research Between Theory and Practice / Muhammad Jalal Al-Ghandour, 2015	Main References (Sources)
Information and library journals and scientific research books	Recommended supporting books and references (scientific journals, reports...)
Information and sources available on websites about scientific research methods	Electronic references, websites

Name and signature of the decision holder

Name and signature of the head of the department or branch

Course Description Form

Department of Information and Knowledge Technologies / College of Arts / University of Mosul

Course Name:	
Digital content management systems / Third class	
Course Code:	
ITKL-32	
Semester / Year: Academic Year 2023-2024	
Description Preparation Date:	
22/9/2024	
Available Attendance Forms: On campus / Electronic Platform	
On campus and Electronic Platform	
Number of Credit Hours () / Number of Units ():	
4/٤	
Course administrator's name (mention all, if more than one name)	
Name: Rami Rakan Arab	
Email: ramieakan86@uomosul.edu.iq	

Course Objectives

Course Objectives	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

Teaching and Learning Strategies

Strategy	Learning and Teaching Strategies
	Modern education strategies aim to achieve specific goals to provide opportunities for students to increase their learning abilities and diversity in the methods and implementation of curricula in teaching processes that take into account individual circumstances and the abilities and potential of learners. Learning and teaching are carried out according to the latest self-education tools using the computer and through modern programs in the fields of education.

Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	Bachelor's	Basic concepts of digital content	Conceptual material	Written exam and Oral exam
2	4	Bachelor's	Digital content and its creation	Conceptual material	Written exam and Oral exam
3	4	Bachelor's	Characteristics of content and digital content	Conceptual material	Written exam and Oral exam
4	4	Bachelor's	Types of digital content	Conceptual material	Written exam and Oral exam
5	4	Bachelor's	Dimensions and motivations for the trend towards content creation	Conceptual material	Written exam and Oral exam
6	4	Bachelor's	Key trends in the content industry sector	Conceptual material	Written exam and Oral exam
7	4	Bachelor's	Resources for creating digital content	Conceptual material	Written exam and Oral exam
8	4	Bachelor's	Features and characteristics of digital content	Conceptual material	Written exam and Oral exam
9	4	Bachelor's	Digital content industry requirements	Conceptual material	Written exam and Oral exam
10	4	Bachelor's	Primary digital content sources	Conceptual material	Written exam and Oral exam
11	4	Bachelor's	Classifications of digital content management systems	Conceptual material	Written exam and Oral exam
12	4	Bachelor's	Open source systems and proprietary commercial systems and the difference between them	Conceptual material	Written exam and Oral exam
13	4	Bachelor's	Characteristics of digital content management systems	Conceptual material	Written exam and Oral exam
14	4	Bachelor's	Security of digital content management systems	Conceptual material	Written exam and Oral exam
١٥	4	Bachelor's	Disadvantages and advantages of digital content management systems	Conceptual material	Written exam and Oral exam
١٦	4	Bachelor's	WordPress System - Introduction	Conceptual material	Written exam and Oral exam
١٧	4	Bachelor's	Features and characteristics of the WordPress system	Conceptual material	Written exam and Oral exam
١٨	4	Bachelor's	Installing the WordPress system	Conceptual material	Written exam and Oral exam

١٩	4	Bachelor's	Practical application on WordPress	Practical	Written exam and Oral exam
٢٠	4	Bachelor's	Joomla System - Introduction	Conceptual material	Written exam and Oral exam
٢١	4	Bachelor's	Features and characteristics of the Joomla system	Conceptual material	Written exam and Oral exam
٢٢	4	Bachelor's	Joomla system installation	Conceptual material	Written exam and Oral exam
٢٣	4	Bachelor's	Practical application on Joomla system	Practical	Written exam and Oral exam
٢٤	4	Bachelor's	Practical exam for the two systems	Practical	Written exam and Oral exam
٢٥	4	Bachelor's	pmb system introduction	Conceptual material	Written exam and Oral exam
٢٦	4	Bachelor's	Features and characteristics of the PMB system	Conceptual material	Written exam and Oral exam
٢٧	4	Bachelor's	Installation and application on the PMB system	Conceptual material	Written exam and Oral exam
٢٨	4	Bachelor's	opendocman system — introduction and features	Conceptual material	Written exam and Oral exam
٢٩	4	Bachelor's	Installing the opendocman system	Conceptual material	Written exam and Oral exam
٣٠	4	Bachelor's	Practical application of opendocman system	Practical	Written exam and Oral exam

.Course Evaluation

1- Conducting written tests (Midyear and final) through some questions on the subject of the study material to know the extent of their comprehension of the subject
2-Quiz (short exam)

3-Practical

4- Attendance of students and assessment through interactive learning

Required textbooks (curricular books, if any)	
Main references (sources)	Digital Content Management Systems Talal Al-Zuhairi
Recommended books and references (scientific journals, reports...)	Abdul Latif Hashem. To benefit from digital content management systems in providing services and making documents available in government

	institutions
	Amr Saeed. Content management systems for online forums: a comparative analytical study
Electronic References, Websites	Systems : WordPress – Joomla- pmb

Asst. Lec. Rami Rakan Arab

Asst. Prof. Dr Wasan Sami

University: Mosul **College: Literature**

Department or Branch: Information and Knowledge Technologies

1. Course name and academic stage:	
Management Information Systems / Third Stage	

2. Course code

ITKL-402

3. Semester/Year

2025-2024

4. Date this description was prepared

٢٠٢٤/٩/١٢

5. Available forms of attendance

My presence

6. Number of study hours (total) / Number of units (total)

3 hours / 5 units

7. Name of the course supervisor (if more than one name is mentioned) and academic title.

the name: Dr. Heba Saadallah Younis   Email: Heba.sy@uomosul.edu.iq

8 course objectives

Subject objectives	• 1. Define management information systems and their importance in facilitating work and saving effort and time. • 2. Introduce students to the importance of Information systems for libraries and information centers.

9. Teaching and learning strategies

Strategy	• Brainstorming • Social Education • Reciprocal teaching

10. Course Structure

week	Hours	Required learning outcomes	Name of the unit or topic	Learning method	Evaluation method
1	3	Bachelor's	Information Technology, Its Trends	theory	Written and oral
2	3	Bachelor's	Information Technology Hardware	theory	Written and oral
3	3	Bachelor's	Information Systems, Information Systems	theory	Written and

			Infrastructure		oral
4	3	Bachelor's	Types of information, methods of collecting it	theory	Written and oral
5	3	Bachelor's	Features and Characteristics of Information	theory	Written and oral
6	3	Bachelor's	Elements and Components of the System	theory	Written and oral
7	3	Bachelor's	Types of Information Systems and Their Forms	theory	Written and oral
8	3	Bachelor's	Fundamentals of Management Information Systems	theory	Written and oral
9	3	Bachelor's	Development of Management Information Systems	theory	Written and oral
10	3	Bachelor's	Emergence of Digital Organizations with Electronic Applications	theory	Written and oral
11	3	Bachelor's	Concept of Management Information Systems	theory	Written and oral
12	3	Bachelor's	Characteristics and Features of Management Information Systems	theory	Written and oral
13	3	Bachelor's	Elements and Requirements for Operating Management Information Systems	theory	Written and oral
14	3	Bachelor's	Benefits of Management Information Systems	theory	Written and oral
15	3	Bachelor's	Student Tests	theory	Written and oral
١٦	3	Bachelor's	Negative Effects of Using Management Information Systems		
١٧	3	Bachelor's	Determinants and Components of Management Information Systems		
١٨	3	Bachelor's	Challenges of Management Information Systems		
١٩	3	Bachelor's	Difficulties in Successfully Implementing Management Information Systems in Organizations		
٢٠	3	Bachelor's	Information Transfer Methods in Management Information Systems		
٢١	3	Bachelor's	Types of Management Information Systems		
٢٢		Bachelor's	Management Information Systems by Administrative Level		
٢٣	3	Bachelor's	Information Systems Supporting Senior Management Executives: Definition and Advantages		
٢٤	3	Bachelor's	Decision support information systems and group decision support systems: definition and advantages		
٢٥	3	Bachelor's	Decision support information systems and group decision support systems: definition and advantages		
٢٦	3	Bachelor's	Transaction processing systems, definition, and types		
٢٧	3	Bachelor's	Office information systems, definition, and		

			benefits		
٢٨	3	Bachelor's	Types of Office Information Systems		
٢٩	3	Bachelor's	Document processing systems, communication and messaging systems, teleconferencing systems, office organization systems		
٣٠	3	Bachelor's	Student testing for course material		

11. Course Evaluation and Grade Divisions

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

12. Learning and teaching resources

Required textbooks (methodology if any)	There are no methodological books
Main References (Sources)	Management Information Systems: A Technological Perspective / Mazhar Shaaban Al-Ani. - Amman: Wael Publishing House, 2009.
Recommended supporting books and references (scientific journals, reports...)	Management Information Systems / Iman Fadel Al-Samarrai, Haitham Mohammed Al-Zaghbi. - Amman: Al-Safa Publishing and Distribution House, 2004.
Electronic references, websites	1. Iraqi Unified Catalog - Al-Abbas's Holy Shrine / https://iquc.org/ 2. Iraqi Digital Repository / https://iqdr.iq/ 3. Iraqi Digital Library / https://www.ivsl.org/ 4. OCLC / tps://www.oclc.org/en/home.html?redirect=true 5. Wordcat / https://www.oclc.org/en/worldcat.html 6. MARC / https://www.loc.gov/marc/ 7. Directory of Open Access Periodicals / https://doaj.org/ 8. Library of Congress https://www.loc.gov/ 9. International Federation of Library Associations https://repository.ifla.org/ 10. Computerized Library Catalogs https://www.oclc.org/en/home.html

Name and signature of the decision maker

Dr.Heba Saadallah Younis

Name and signature of the head of the department or branch