

Course Description Form

1. Course Name	
Management and Organization	
2. Course Code	
SESS24F4031	
3. Semester/Year	
2024-2025	
4. Date of preparation of this description	
3/6/2025	
5. Available Attendance Forms	
In-person/theoretical	
6. Number of credit hours (total) / number of units (total)	
2 hours per week / 4 units	
7. Course administrator's name (if more than one name is mentioned)	
<p>Prof. Dr. oday Ghanem Mahmoud Al-Kawaz / Prof. Dr. Buthaina Hussein Ali/ Assistant</p> <p>Professor Dr. Muntaser Mayoof Hantosh / Assistant Professor Dr. Dhaker Mahfouz Al-</p> <p>Dulaimi/ Lecturer . Musa Salem Sultan</p>	
8. Course Objectives	
Course Objectives	<p>Course Objectives</p> <p>A- Cognitive Objectives</p> <ol style="list-style-type: none"> 1. At the end of the academic program, the student will be able to define the principles of sports management and its objectives and how to use them in the organization according to their logical sequence. 2. The student will know how to manage a physical education lesson according to administrative principles. 3. At the end of the academic program, the student will be able to manage internal, external and scouting sports activities at school. 4. At the end of the academic program, the student will be able to organize a sports tournament, form committees in it, distribute tasks and manage them successfully. 5. The student will know how to manage a sports festival or a sports event. <p>B- Emotional and value-based objectives</p> <ol style="list-style-type: none"> 1- Enhancing the values of fair competition and commitment to rules and laws. 2- Developing self-confidence 3- Developing a sense of responsibility 4- Developing a sense of belonging to the educational community 5- Instilling national and ethical values <p>C- General and transferable skills (other skills related to employability and personal development)</p>

	<ol style="list-style-type: none"> 1. Leadership skills, motivating and directing sports teams. 2. Planning and organizing skills for sports events. 3. Problem solving and decision-making skills. 4. Evaluation and follow-up skills. 5. Adaptation skills to environmental changes. 6. Time management and priority setting skills
9. Teaching and learning strategies	
Strategy	<ul style="list-style-type: none"> • Lectures and presentations By transforming sports management concepts into tangible images and visuals to facilitate their better comprehension. • Demonstration: Organizing and arranging information in a logical and sequential manner, which helps students to follow ideas and understand the subject. • Practical sessions for practical practice in sport management techniques. • Group discussions and peer reviews: Encouraging students to participate in the explanation and critical thinking by distributing roles to participants and evaluating them based on their participation. • Video analysis Viewing recorded matches to identify strategies, techniques and errors.

10. Course Structure					
Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Individual Assessment	Lecture	Sports Management and Administration	<p>The concept and definition of management</p> <p>Sports and the need for management</p> <p>The emergence of sports management</p> <p>The importance of management in the sports field</p> <p>Levels of management: management and sports management</p>	(2)hours	1
Individual Assessment	Lecture	Sports Management and Administration	<p>Management Levels</p> <p>Sports Management Skills</p>	(2)hours	2

			Characteristics of the Elements of the Administrative Process (Characteristics of Management Jobs) Responsibilities of the Sports Administrator Sports Administrator Skills		
Individual Assessment	Lecture	Planning	The Concept of Planning The Importance of Planning Types of Planning	(2)hours	3
Individual Assessment	Lecture	Planning	Components of Planning Planning Principles Stages of Sports Planning	(2)hours	4
Individual Assessment	Lecture	Organization	The Concept of Organization and Its Activities The Importance of Organization Principles of Organization	(2)hours	5
Individual Assessment	Lecture	Organization	Types of Organization - Formal Organization - Informal Organization	(2)hours	6
Individual Assessment	theoretical	First exam for the first semester	Sports Management, Planning and Organization	(2)hours	7
Individual Assessment	Lecture	Recruitment	Recruitment Concept - Strategic Human Resources Management Planning - Recruitment - Selection and Recruitment - New Employee Preparation and Orientation	(2)hours	8
Individual Assessment	Lecture	Guidance, communication	The Concept of Guidance - Communication Objectives of the Communication Process Types of Communication Formal and Informal	(2)hours	9
Individual Assessment	Lecture	Leadership	Leadership Leadership Styles - Leadership Theories - Leader Traits and Qualities	(2)hours	10

Individual Assessment	Lecture	motivation	<ul style="list-style-type: none"> - The concept of motivation - The importance of motivation - Types of incentives 	(2)hours	11
Individual Assessment	Lecture	Decision-making	<ul style="list-style-type: none"> - Decision-making - Decision-making steps - Types of decisions - Participation in decision-making 	(2)hours	12
Individual Assessment	Lecture	Censorship	<p>Censorship, its definition, and its importance</p> <ul style="list-style-type: none"> - Reasons for the existence of censorship in sports organizations 	(2)hours	13
Individual Assessment	Lecture	coordination	<ul style="list-style-type: none"> - The concept of coordination - The importance of coordination and its objectives - Types of sports coordination <p>Principles of sports coordination</p>	(2)hours	14
Individual Assessment	theoretical	Recruitment, guidance, supervision, sports coordination	Second exam of the first semester	(2)hours	15
Individual Assessment	Lecture	Organizing and managing sports tournaments and competitions Individual placement	<p>Organizing and managing sports tournaments and competitions</p> <p>First: - Individual elimination (<i>single draw</i>, single-elimination knockout)</p> <ul style="list-style-type: none"> - Planting - Waiting rules 	(2)hours	16
Individual Assessment	Lecture	Organizing and managing sports tournaments and competitions Individual placement	<p>Advantages and disadvantages of individual dropout</p> <p>Practical application by students</p>	(2)hours	17
Individual Assessment	Lecture	Organizing and managing sports tournaments and competitions Double sparring	Marital abortion (marital withdrawal)	(2)hours	18
Individual	Lecture	Organizing and	Apply various examples of	(2)hours	19

Assessment		managing sports tournaments and competitions Double sparring	marital projection		
Individual Assessment	theoretical	Double and single shedding	First exam of the second semester	(2)hours	20
Individual Assessment	Lecture	League method	League: A - Single stage league.	(2)hours	21
Individual Assessment	Lecture	League method	-League results and rankings calculation table -Advantages and disadvantages of the league method - Mixing	(2)hours	22
Individual Assessment	Lecture	Challenge method	Challenge: A- Ladder B-Pyramid	(2)hours	23
Trial and error method	Lecture	Organizing and managing sports tournaments and competitions	Individual training on solving odd and even projections for different numbers	(2)hours	24
Individual Assessment	Lecture	Sports management in the school field	Sports Management in Schools - Goals of School Sports - Physical Education Lesson Management	(2)hours	25
Individual Assessment	Lecture	Sports management in the school field	- Management of indoor sports activities - Management of outdoor sports activities - Management of scouting activities	(2)hours	26
Individual Assessment	Lecture	-Educational and sports supervision	- Introduction to Sports Educational Supervision - Methods of Sports Educational Supervision Factors Influencing the Organization of the Supervision Process	(2)hours	27
Individual Assessment	Lecture	Sports Festival Management	- Classification of sports events - Rules for organizing sports festivals, tournaments, and competitions	(2)hours	28
Individual Assessment	Lecture	Work ethics in the sports field	- The Concept of Ethics - The Importance of Ethics - Factors Influencing Ethical Behavior - Sports Ethics - Sports Ethics for Players	(2)hours	29

			- Ethical Codes for Physical Education Teachers		
Individual Assessment	Lecture	League, Challenge, Sports Management in Schools, Educational Supervision, and Festival Management	Second exam for the second semester	(2)hours	30

11. Course Evaluation

The grade is distributed as follows:

1. The first semester exam, worth (25) points.
2. The second semester exam, worth (25) points.
3. The end-of-year exam, worth (50) points.

12. Learning and Teaching Resources

Required textbooks (methodology, if any)	A binder prepared by the subject teachers
Key references (sources)	Sports Management Book 2019 Author: Prof. Dr. oday Ghanem Al-Kawaz
Recommended supporting books and references (scientific journals, reports...)	Al-Rafidain Journal of Mathematical Sciences and Journal of Research of the College of Basic Education
Electronic references, websites	https://www.sportbusiness.com/ https://cdn.website-editor.net/25dd89c80efb48d88c7e233155dfc479/files/uploaded/Sports%2520Management%2520book.pdf?utm_source=chatgpt.com

Name and signature of the course holder

Prof. Dr. oday Ghanem Al-Kawaz

Prof. Dr. Buthaina Hussein Ali

Assistant Professor Dr. Muntaser Mayoof Hantosh

Assistant Professor Dr. Dhaker Mahfouz Al-Dulaimi

Lecturer . Musa Salem Sultan



Name and signature of the head of the department or branch

Prof. Dr. Ali Hussein Mohammed