

**Republic of Iraq
Ministry of Higher Education & Scientific Research
Supervision and Scientific Evaluation Directorate
Quality Assurance and Academic Accreditation**



Academic program description form

University name: University of Anbar

College/Institute: Faculty of Administration and Economics

Scientific Department: Quran Sciences and Islamic Education Department

Name of the academic or professional program: Bachelor's degree

Name of the final degree: Bachelor of Science in Management

Academic system: semester

Description preparation date: 28/3/2024

Date of filling the file: 13/3/2024

Signature :

Name of department head: Mr. Dr. Faez Hlail
Srayyih

Date: 31/3/2024

Signature

Name of scientific assistant: Mr. Dr. Ammar Abdel Hadi
Shallal

Date: 31/3/2024

Check the file before

Division of Quality Assurance and University
Performance

Name of the Director of the Quality

Assurance and University: A.M.D.

Date: 31/3/2024

Authentication of the Dean

1. Program vision

· Leadership in education and scientific research to achieve creativity and knowledge integration in administrative sciences through openness and communication with specialized academic institutions and community organizations

2. Program message

. Excellence in providing quality specialized scientific knowledge service in the administrative fields and emphasizing the aspects of learning, education and scientific research, by graduating intellectually and behaviorally qualified human cadres, and actively contributing with theoretical and applied studies to support the aspirations of community institutions in achieving their goals and supporting the national vision in reform, development and administrative development

3. Program objectives

1. Cognitive and behavioral preparation for scientific cadres specialized in administrative sciences to support various institutions to carry out their roles in a professional manner
2. Scientific and cognitive communication and interaction with academic institutions and relevant organizations, in order to maintain the scientific and academic level in the field of specialization.
3. Establishing various training and development courses and programs and improving the level of administrative performance in its various aspects and raising it to excellence.
4. Conducting theoretical and applied research and studies to develop the field of knowledge to which it belongs, as well as making the field of this research institutions and organizations of different types and the nature of their work and activities with the aim of developing, enriching and developing the intellectual and field side of this science and identifying the problems of these institutions
5. Spreading the contents, behaviors and practices of the values of good administration and good governance, as well as diagnosing and combating administrative corruption in order to create leadership, creativity and a spirit of belonging to institutions of all types

4. Programmatic accreditation

Nothing

5. Other external influences

Using computers and data

Use educational posters

Giving exercises and examples related to the subject as homework

6. Program structure

comments*	percentage	Study unit	Number of courses	Program structure
Basic course	%13	18	9	Enterprise requirements
Basic course	%15	21	9	College requirements
Basic course	%72	99	37	Department requirements
			-----	summer training
			-----	Other

*Notes may include whether the course is core or elective.

7. Program description

Credit hours		Name of the course or course	Course or course code	Year/level
45	theoretical			2023-2024 /the second
	3	Principles of business administration 2		The first stage
	2	Principles of economics2		The first stage
	3	Accounting principles2		The first stage
	3	Statistics for business administration		The first stage
	2	Commercial letters		The first stage
	2	Rights and freedoms		The first stage

	2	Computer2		The first stage
	2	Marketing research		The second
	3	Organizational behavior		The second
	2	Intellectual capital		The second
	2	Financial Accounting		The second
	2	electronic trade		The second
	2	Computer2		The second
	2	Supply management		The second
	3	Financial management 2		The third stage
	2	Strategic thinking		The third stage
	3	Project management 2		The third stage
	3	Cost accounting		The third stage
	2	Feasibility study		The third stage
	2	English		The third stage
	2	Insurance management		The third stage
	3	Knowledge management		The fourth stage
	3	Quality management		The fourth stage
	3	Corporate Governance		The fourth stage
	2	Investment portfolio		The fourth stage
	2	Negotiation management		The fourth stage
	2	Graduation research project		The fourth stage

8. Expected learning outcomes of the program

Knowledge

1. To know the concepts of individual differences.
2. To learn about the modern development of the science of financial management.
3. To understand how financial management affects institutions and companies.
4. To be able to clearly understand financial management in order to complete the course vocabulary
5. Explain the role and importance of financial management for financial institutions

Skills	
	<ol style="list-style-type: none"> 1. Self-skills by involving the student in the lecture. 2. Interactive skills on the best way to solve financial management exercises by opening a group dialogue among students and introducing them to the most appropriate method. 3. Application of analysis and review by students. 4. Self-evaluation processes for students.
Value	
	Using thinking and contemplation to understand financial management in the correct manner
Ideas	<ol style="list-style-type: none"> 1. Developing the student's ability to deal with numbers and data and how to analyze and use them. 2. Developing the student's ability to deal with multiple media. 3. Developing the student's ability to dialogue, discuss and analyze.
9. Teaching and learning strategies	
<ol style="list-style-type: none"> 1. Method of discussion, interaction and analysis. 2. Feedback method. 3. Method of giving, receiving and interacting 4. Assigning the student to some individual group activities and duties. 5. Allocating a percentage of the grade to daily assignments and tests. 	

10. Evaluation methods
<ol style="list-style-type: none"> 1. Active participation in the classroom is evidence of the student's commitment and responsibility. 2. Commitment to the specified deadline for submitting assignments and research. 3. Daily, semester, and final tests are prepared for commitment and cognitive and skill achievement. 4. Through participation and questions related to and outside the topic. Directed to students.

11. The teaching staff
Faculty members

Preparing the teaching staff		Special requirements/s kills (if any)		Specialization		Scientific rank
Lecturer				Private	general	
Lecturer				Strategic management	Business Management	Professor
Lecturer				Quality management	Business Management	Professor
Lecturer				Financial management	Finance and Banking	assistant teacher
Lecturer				Strategic management	Business Management	assistant teacher
Lecturer				Strategic management	Business Management	assistant teacher
Lecturer				marketing management	Business Management	assistant teacher
Lecturer				Strategic management	Business Management	assistant teacher
Lecturer				Systems and information	Business Management	teacher
Lecturer				Financial management	Business Management	teacher
Lecturer				Production and operations	Business Management	teacher
Lecturer				Organization theory	Business Management	teacher
Lecturer				and organizational behavior	Business Management	teacher
Lecturer				financial markets	Business Management	Teacher
Lecturer				Financial management	Business Management	teacher
Lecturer				Human Resource Management	Business Management	teacher
Lecturer				marketing management	Business Management	teacher
Lecturer				Cost accounting	Business Management	teacher
Lecturer				Financial Accounting	Business Management	teacher
Lecturer				Strategic management	Strategic management	teacher
Professional development						
Orienting new faculty members						

Direct supervision and follow-up by the department on the progress of the teaching process towards the scientific aspects

Professional development for faculty members

1. Holding workshops and seminars inside and outside the college to spread knowledge
2. Establishing programs to develop solid scientific publishing skills for the faculty
3. Openness with government academic institutions
- 4- Periodic follow-up by the department administration of the scientific and administrative aspects of faculty members

12. Acceptance criterion

The standard used is the student (average)
But it is preferable to take into account (the student's desire) to choose, even if this is impossible in choosing the college, but at least that is taken when choosing between departments because it is a very important matter on which the future of the entire student depends.

13. The most important sources of information about the program

1. Introduction to financial management.
2. The structure of the financial department and the details of carrying out its tasks.

14. Program development plan

Trying to link study topics to the actual work reality by activating the skills of using objective thinking and analysis, and working to increase awareness of the e-learning process and enhance self-confidence, in addition to increasing computer culture and knowledge.

Program skills chart															
Learning outcomes required from the programme															
Value				Skills				Knowledge				Basic or optional?	Course Name	Course Code	Year/level
C4	C3	C2	C1	B4	B3	B2	B1	A4	A3	A2	A1				
√	√	√	√	√	√	√	√	√	√	√	√	Basic	Logistic Management		2023-2024 / the second
√	√	√	√	√		√	√	√	√	√				The first stage	
√	√	√	√		√	√	√	√	√	√	√	Principles of economics2		The first stage	
√	√	√			√	√	√	√	√	√	√	Accounting principles2		The first stage	
√	√	√	√	√	√	√	√					Statistics for business administration		The first stage	
	√	√	√	√	√	√	√	√	√	√	√	Commercial letters		The first stage	

√	√	√	√	√	√	√	√	√	√	√	√	Rights and freedoms		The first stage	
√	√	√	√	√	√	√	√	√	√	√	√	Computer2		The first stage	
√					√	√	√					Marketing research		The second	
√	√	√	√	√	√	√	√	√	√	√	√	Organizational behavior		The second	
√	√	√	√	√	√	√	√	√	√	√	√	Intellectual capital		The second	
√	√	√	√	√	√	√	√	√	√	√	√	Financial Accounting		The second	
√					√	√	√					electronic trade		The second	
√	√	√	√	√	√	√	√	√	√	√	√	Computer2		The second	
√	√	√	√	√	√	√	√	√	√	√	√	Supply management		The second	

√	√	√	√	√	√	√	√	√	√	√	√	Financial management 2		The third stage	
√					√	√	√					Strategic thinking		The third stage	
√	√	√	√	√	√	√	√	√	√	√	√	Project management 2		The third stage	
√	√	√	√	√	√	√	√	√	√	√	√	Cost accounting		The third stage	
√	√	√	√	√	√	√	√	√	√	√	√	Feasibility study		The third stage	
√	√	√	√	√	√	√	√	√	√	√	√	English		The third stage	
√	√	√	√	√	√	√	√	√	√	√	√	Insurance management		The third stage	
√	√	√	√	√	√	√	√	√	√	√	√	Knowledge management		The fourth stage	
√	√	√	√	√	√	√	√	√	√	√	√	Quality management		The fourth stage	

√	√	√	√	√	√	√	√	√	√	√	√	Corporate Governance		The fourth stage	
√	√	√	√	√	√	√	√	√	√	√	√	Investment portfolio		The fourth stage	
√	√	√	√	√	√	√	√	√	√	√	√	Negotiation management		The fourth stage	
√		√	√	√	√	√	√	√	√	√	√	Graduation research project		The fourth stage	

●Please check the boxes corresponding to the individual learning outcomes from the program subject to evaluation

Course description form

1. Course Name:					
Principles of business administration 2					
2. Course Code:					
3. Semester / Year:					
2024-2023					
4. Description Preparation Date:					
28/3/2024					
5. Available Attendance Forms:					
My presence					
6. Number of Credit Hours (Total) / Number of Units (Total)					
30hours					
7. Course administrator's name (mention all, if more than one name)					
Name: Ahmed Salahadin Email: a.business@uoanbar.iq					
8. Course Objectives					
Course Objectives		<ul style="list-style-type: none"> - Understand and study the nature of organizations and their management. - Familiarity with basic theories and knowledge regarding the role and importance of business management principles and their relationship with the environment. - Identify the functions of business administration in organizations. 			
9. Teaching and Learning Strategies					
Strategy	Through traditional teaching methods (lectures, discussion, student participation, use of modern teaching skills, brainstorming, self-learning programs, electronic media, and online media				
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method

one	3	Organizations and their types	<ul style="list-style-type: none"> - Know the organization - terms - characteristics - types 	Giving the lect with student participating the discussio	The extent students' participatio and interact
two	3	Planning	<ul style="list-style-type: none"> - Planning concept - goals - stages 	Giving the lect WI students participating the discussio	The extent students' participatio and interact
three	3	Preparing plans	<ul style="list-style-type: none"> - The plan - Types of plans - Time ranges for plan 	Giving the lect with student participating the discussio	The extent students' participatio and interact
four	3	Organization	<ul style="list-style-type: none"> - The concept of organization - types - Stage 	Giving the lect with student participating the discussio	The extent students' participatio and interact
five	3	Organizational structure	<ul style="list-style-type: none"> - The concept of organizational structure -Structure and strategy - Structure and technology - Structure and environment 	Giving the lect with student participating the discussio	The extent students' participatio and interact
six	3	Human Recourse management	<ul style="list-style-type: none"> - The importance of the human resource - Goals - development 	Giving the lect WI students participating the discussio	The extent students' participatio and interact

seven	3	First month exam	-----	-----	-----
Eigh	3	Human Resource Jobs	-Jobs - Planning - Polarization	Giving lectur with studen particip ng in t discuss	The extent students' participati and interact
Nine	3	Training	- Development - Types of training - Training programs - training and development	Giving lectur with studen particip ng in t discuss	The extent students' participati and interact
ten	3	Entrepreneurship	-Entrepreneurship: the concept - The importance of entrepreneurship - Entrepreneur	Giving lecture studen particip ng in t discuss	The extent students' participati and interact
Eleve	3	Telecommunicatio	- The concept of communication - types - levels	Giving lectur with studen particip ng in t discuss	The extent students' participati and interact
Twelv	3	Organizational cult	- The concept of cultu - Subcultures	Giving lectur with studen particip ng in t discuss	The extent students' participati and interact
Thirte	3	Organizational creativity	- The concept of creativ -The importance of creativity in organizati -Elements of creativ -Components of creativ	Giving lecture studen particip ng in t	The extent students' participati and interact

				discuss	
Fourte	3	Organizational char	<ul style="list-style-type: none"> - The concept of organizational change -The concept of change management -Change goals -Characteristics of char 	Giving lectur with studen particip ng in t discuss	The extent students' participatio and interact
fiftee	3	First month exam	-----	-----	----

11. Course Evaluation

- 1- Daily preparation and reports = 10
- 2- Monthly exam 30
- 3- Semester exam 60

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Book (Principles of Business Administration, 2022), autho (Al-Shamaa, Muhammad Khalil).
Main references (source)	
Recommended books and references (scientific journals, reports...)	Books, periodicals, letters and research
Electronic references, websites.	Books, periodicals, letters and research

Course Description

1. Course Name:	
Principles of economics (2)	
2. Course Code:	
3. Semester / Year:	
The second semester of the academic year 2023–2024	
4. Description Preparation Date:	
27/2/2024	
5. Available Attendance Forms:	
Attendance (daily presence)	
6. Number of Credit Hours (Total) / Number of Units (Total)	
Three hours per week / three units	
7. Course administrator's name (mention all, if more than one name)	
Name: Omar Hwide Saleh Email: abukhatab32@uoanbar.edu.iq	
8. Course Objectives	
Course Objectives	<p>A– Providing the student with a variety of information about the concept of macroeconomic principles</p> <p>B– The student’s familiarity with the relationship between economics represented by macroeconomic theory and business administration</p> <p>C– The student’s awareness of the aspects of focus and excellence in harnessing macroeconomic theory, represented by national production and national income, an introduction to macroeconomics</p>

	<p>analysis.</p> <p>D– The student’s knowledge of the functions of money and banking</p> <p>E– Diagnosing the concepts of growth, development and foreign trade</p> <p>J– The student’s knowledge of inflation, its causes, ways to solve it, and the concept of financial markets</p>
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9. Teaching and Learning Strategies

<p>Strategy</p>	<p>In order to complete the above course, it is hoped that after completing the semester, the student will be able to clearly understand the mechanism of relying on macroeconomic theory.</p> <p>A- Teaching and learning methods The following methods will be relied upon: Giving lectures, group discussions, interactive posts, research papers...</p> <p>B- Evaluation methods The following methods will be relied upon</p> <ul style="list-style-type: none"> - Weekly, monthly and quarterly tests. - Evaluating interactive contributions, as well as research papers and office assignments.... - Attendance and interaction... <p>C- Thinking skills In order to judge the development and improvement of the level of students’ thinking skills, the following formulas will be adopted...</p> <ul style="list-style-type: none"> - Group thinking - Guidance and motivation. - Exciting, stimulating and general questions. <p>D - General and transferable skills (other skills related to employability and personal development).</p> <ul style="list-style-type: none"> - In order to develop different skills, the following formulas will be adopted. - An interactive link between the organization’s goals and macroeconomic theory - The ability for the student to rely on methods of understanding and defining macroeconomic theory.
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10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
the second	3	The concept national income, closed and open economy	The concept national income, circular movement, income production in closed economy and an open economy	- Diction watchi	Participation, interaction
the third	3	Methods measuring national income	Methods of measuring national income, concepts of national product, national product, gross domestic product, and domestic product.	Diction watchi	Participation, interaction
the fourth	3	Theories	Classical theory, employment theory, Keynesian theory	Diction watchi	Participation, interaction
Fifth	3	Consumption and investment	Consumption, saving, investment, interest rate	Diction watchi	Participation, interaction
VI	3	markets	Determine equilibrium level national income, multiplier, accelerated	Diction watchi	Participation, interaction
Seventh	3	Balance	Money, commercial banks, central bank, monetary base	Diction watchi	Participation, interaction
VIII	3	Money	Reasons for foreign trade, balance of payments, restrictions on trade	Diction watchi	Participation, interaction
Ninth	3	Foreign trade	The economic concept of inflation, its causes, types of measurement, effects and methods of treatment	Diction watchi	Participation, interaction
The tenth	3	Inflation	Expenditures, revenue, budget, financial policies	Diction watchi	Participation, interaction
eleventh	3		First monthly exam		
twelveth	3	Public Finance	The concept of monetary policy, monetary policy tools	Diction watchi	Participation, interaction
Thirteenth	3	Monetary policy	The concept of growth, the concept of development	Diction watchi	Participation, interaction
fourteenth	3	Growth and development	, highlight the differences between growth and development	Diction watchi	Participation, interaction

	3		First monthly exam		
Fifteenth	3	Money markets Efficiency financial	Financial markets, financial market functions, financial market divisions Type of financial market efficiency, market efficiency formulas	Diction watchi	Participation, interaction
11. Course Evaluation					
Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports,...etc.					
12. Learning and Teaching Resources					
Required textbooks (curricular books, if any)			Principles of Economics, Dr. Kamel Allawi Fatlawi, and Hassan Latif Al-Zubaidi 20 Nibras Foundation, Najaf		
Main references (source)			Principles of Macroeconomics, Prof. Dr. Sal Khasawneh, National Library House, Amman Jordan, 2000. Introduction to Macroeconomics, Prof. Muhammad Ahmed Al-Afandi, Al-A Publishing and Distribution, 2013		
Recommended books and references (scientific journals, reports...)			Research articles from the Internet		
Electronic references, websites.					

Course description form

Week	Hours	ILOs	Unit/Module orTopic Title	Teaching Method	Assessment Method
the first	3	Accounting principles(2)	Sales and their returns	- Speaking, watching	Participation and interaction
The second	3	Accounting principles(2)	Discount	Delivering, watching, examples, and solving exercises	Participation and interaction
The third	3	Accounting principles(2)	Loans	Delivering, watching, examples, and solving exercises	Participation and interaction
The fourth	3	Accounting principles(2)	Accounting extinction	Delivering, watching, examples, and solving exercises	Participation and interaction
Fifth	3	Accounting principles(2)	Buying and selling fixed assets	Delivering, watching, examples, and solving exercises	Participation and interaction
VI	3	Accounting principles(2)	the exam		
Seventh	3	Accounting principles(2)	Accounting errors	Delivering, watching, examples, and solving exercises	Participation and interaction
VIII	3	Accounting principles(2)	Correcting accounting errors	Delivering, watching, examples, and solving exercises	Participation and interaction
The ninth	3	Accounting principles(2)	Inventory adjustments and adjusted trial balance	Delivering, watching, examples, and solving exercises	Participation and interaction
The tenth	3	Accounting principles(2)	Inventory adjustments and adjusted trial balance	Delivering, watching, examples, and solving exercises	Participation and interaction
Eleventh	3	Accounting principles(2)	Accounts and final financial statements	Delivering, watching, examples, and solving exercises	Participation and interaction
Twelfth	3	Accounting principles(2)	Accounts and final financial statements	Delivering, watching, examples, and solving exercises	Participation and interaction
Thirteenth	3	Accounting principles(2)	Accounts and final financial statements	Delivering, watching, examples, and solving exercises	Participation and interaction
Fourteenth	3	Accounting principles(2)	the exam		

Course Description

1. Course Name:					
Statistics					
2. Course Code:					
3. Semester / Year:					
2023-2024					
4. Description Preparation Date:					
29/3/2024					
5. Available Attendance Forms:					
Available only					
6. Number of Credit Hours (Total) / Number of Units (Total)					
45/30					
7. Course administrator's name (mention all, if more than one name)					
Name: AMMAR RATEB OLEIWI Email:alkubasyammar93@gmail.com					
8. Course Objectives					
Course Objectives				<ul style="list-style-type: none"> • Urging students to develop th Introduction to statistics skills • The use of statistics in management • Using statistics in daily life 	
9. Teaching and Learning Strategies					
Strategy		1- Cooperative concept strategy. 2- Brainstorming strategy. 3- Feedback strategy.			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
First	3	Introduction to statisti	Introduction to statistics	Lecture with students participating the discuss with examples	The extent students' participation interaction
second	3	Data collection	Data collection	Lecture with students participating in the discussion with examples	The extent students' participation interaction
Third	3	Random variables frequency distribution	Random variat and frequer distributions	Lecture with students participating in the	The extent students' participation interaction

				discussion with examples	
Fourth	3	Types of samples	Types of sample	Lecture students participating the discuss with examples	The extent students' participation interaction
Fifth	3	Common errors in collection	Common errors data collection	Lecture students participating the discuss with examples	The extent students' participation interaction
Sixth	3	Case studies	Case studies	Lecture students participating the discuss with examples	The extent students' participation interaction
Seventh	3	Random variables	Random variable	Lecture students participating the discuss with examples	The extent students' participation interaction
Eighth	3	exam		Lecture students participating the discuss with examples	The extent students' participation interaction
Ninth	3	Frequency distribution	Frequency distribution	Lecture students participating the discuss with examples	The extent students' participation interaction
Tenth	3	Geometric display data	Geometric disp of data	Lecture students participating the discuss with examples	The extent students' participation interaction
eleventh	3	Measures of cen tendency	Measures of cen tendency	Lecture students participating the discuss with examples	The extent students' participation interaction
twelfth	3	Mathematical symbols	Mathematical symbols	Lecture students participating the discuss	The extent students' participation interaction

				with examples	
Thirteenth	3	Solving exercises	Solving exercise	Lecture w students participating the discuss with examples	The extent students' participation interaction
fourteenth	3	Measures of dispersion	Measures dispersion	Lecture w students participating the discuss with examples	The extent students' participation interaction
Fifteenth	3	exam		Lecture w students participating the discuss with examples	The extent students' participation interaction
11. Course Evaluation					
1- Preparation, daily exam, and reports = 10					
2- Monthly exam = 30					
3- Semester exam = 60					
12. Learning and Teaching Resources					
Required textbooks (curricular books, if any)				
Main references (source)				
Recommended books and references (scientific journals, reports...)				
Electronic references, websites.			websites		

Course Description

13. Course Name:					
Business Correspondence					
14. Course Code:					
15. Semester / Year:					
Second Semester 2023–2024					
16. Description Preparation Date:					
25/02/2024					
17. Available Attendance Forms:					
Full Time (Classroom)					
18. Number of Credit Hours (Total) / Number of Units (Total)					
30 Credit Hours					
19. Course administrator's name (mention all, if more than one name)					
Name: Dr. Ahmed Khalaf Muttar Email: ahmed.khalaf.muttar@uoanbar.edu.iq					
20. Course Objectives					
Course Objectives		<ol style="list-style-type: none"> 1. Provide students with knowledge related to the elements of the communication process business correspondence. 2. Improve the student's ability to write for business letters. 3. Develop students' ability in business correspondence. 			
21. Teaching and Learning Strategies					
Strategy	<ul style="list-style-type: none"> • Interactive lectures, • Individual/group discussion, • Independent learning. 				
22. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	a1, b1, c1	An introduction to business	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond

					to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
2	2	a1, b1, c1	Communication process	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
3	2	a1, b1, c1	Examples cases	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
4	2	a1, b1, c1	An overview on business letters	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)

5	2	a1, b1, c1	Selective related concepts	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
6	2	a1, b1, c1	Importance of letters	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. (Reading and discussing research papers) Monthly Exams & Final (Summative)
7	2	Exam			Written Exam
8	2	a1, b1, c1	Types of business letters	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
9	2	a1, b1, c1	Quality of the structures	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business

					environment. Quizzes, Monthly Exams & Final (Summative)
10	2	a1, b1, c1	Examples cases	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
11	2	a1, b1, c1	Main parts of the letters	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
12	2	a1, b1, c1	Examples cases	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
13	2	a1, b1, c1	Review of applications	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to

					provide examples from the business environment. <i>Quizzes, Monthly Exams & Final (Summative)</i>
14	2	a1, b1, c1	Examples cases	Coordination of presentations	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
15	2	Final Exam			Written Exam

23. Course Evaluation

Term Tests	Quizzes	Participations	Final Exam
25	5	10	60

24. Learning and Teaching Resources

Required textbooks (curricular books, if any)	
Main references (source)	<ul style="list-style-type: none"> Mustafa N. Shawish (2013). Business Correspondence, Dar Al-Fikr, Amman - Jordan.
Recommended books and references (scientific journals, reports...)	<ul style="list-style-type: none"> Bovee' C.L & Thill, J. V., (2012), Business Communication Today, 12th edition, Prentice Hall Turban, K, M, and Viehland, L. (2012), Electronic Commerce: A Managerial and Social Network Perspective, 7th edition, Pearson
Electronic references, websites.	<ul style="list-style-type: none"> Library ARADO database: http://www.aradoportal.org.eg Emerald data base: http://www.emeraldinsight.com/

Course Description

25.	Course Name:		
	Computer		
26.	Course Code:		
27.	Semester / Year:		
	Second semester / 2023-2024		
28.	Description Preparation Date:		
	25-3-2024		
29. Available Attendance Forms:			
Lectures			
30. Number of Credit Hours (Total) / Number of Units (Total)			
30			
31.	Course administrator's name (mention all, if more than one name)		
	Name: Dr.Mohammed Basil Abdulkareem		
	Email:		
32.	Course Objectives		
	<ul style="list-style-type: none"> • Teaching how to use a computer • What are the components of a computer <ul style="list-style-type: none"> • Excel 	<ul style="list-style-type: none"> • • • 	<ul style="list-style-type: none"> • • •
33.	Teaching and Learning Strategies		
Strategy	<ul style="list-style-type: none"> • The theoretical framework by relying on scientific books • Discussing programs • Analysis of global experiences and solutions applied 		

these countries to address problems

34. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
15	30	<ul style="list-style-type: none"> • Computer basics • How a computer works and what are the parts of a 	Computer basics How a computer works and what are the parts of a computer Bits and bytes programming	Detailed and expanded explanation by the professor, with the help of the necessary diagram and examples	A written exam + the student discussions way of the and presentation his ideas lecture

		<ul style="list-style-type: none"> • computer • Bits and bytes • programming languages • Your personal computer • Computer security and software licensing • the 	<p>languages</p> <p>Your personal computer</p> <p>Computer security and software licensing the exam</p> <p>Windows 7</p> <p>Media area</p> <p>Procedures for operations on windows</p> <p>Create a shortcut</p>		
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		<ul style="list-style-type: none"> exam • Wind ows 7 • Media area • Proce dures for operat ions on windo ws • Create a shortc ut icon • contro l Board • Time, langu age 	<ul style="list-style-type: none"> icon control Board Time, language and region Some compute r settings the exam 		
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		and region <ul style="list-style-type: none"> • Some computer settings • the exam 			
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35. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or exams, reports,...etc.

36. Learning and Teaching Resources

Required textbooks (curricular books, if any)	
Main references (source)	
Recommended books and references (scientific journals, reports...)	
Electronic references, websites.	

Course Description

37.	Course Name:
marketing research	
38.	Course Code:
39.	Semester / Year:
2024-2023	
40.	Description Preparation Date:
2024/3/28	
41. Available Attendance Forms:	
Attendance (weekly attendance)	
42. Number of Credit Hours (Total) / Number of Units (Total)	
45 hours	
43.	Course administrator's name (mention all, if more than one name)
Name: TAREK TUME ATIYAH	
Email: alshemarry1983@uoanbar.edu.iq	
44.	Course Objectives
<p>Course Objectives</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Marketing research is considered an essential center for the organization's commercial activities due to its importance to the organization in achieving its goals. <input type="checkbox"/> The study of marketing research includes various study topics to which the student is exposed so that he becomes qualified to work in this field professionally and with a high degree of competence.

	<ul style="list-style-type: none"> □ The study of marketing research that aims to prepare and train the student includes collecting the necessary information - to determine the goals of the organization so that the latter plays a very influential role. □ The student's knowledge concentration, integration, and integration between projects.
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45. Teaching and Learning Strategies

Strategy	<ul style="list-style-type: none"> • Method of discussion and interaction. • Feedback method. • -Method of giving and receiving • Assigning the student to some group activities and duties. • Allocating a percentage of the grade to daily assignments and tests.
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46. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
First	2	marketing research	What is marketing research, know marketing research, the importance of marketing research, organizing marketing research, types of marketing research	- Diction - watching - Examples	Participation, interaction
Second	2	marketing research	The concept of the marketing research process, steps in the marketing research process	- Diction - watching - Examples	Participation, interaction
third	2		Survey concept, characteristics of a good survey, steps for	- Diction - watching	Participation, interaction

			designing a survey	- Examples	
Fourth	2	marketing research	Data collection methods: personal interviews, mail, telephone, computer, and the Internet	- Diction - watching - Examples	Participation, interaction
Fifth	2	marketing research	The concept of samples, types of samples how to determine the sample size	- Diction - watching - Examples	Participation, interaction
sixth	2	marketing research	Survey response rates	- Diction - watching - Examples	Participation, interaction
Seventh	2	—	First month exam	—	—
Eight	2	marketing research	Data processing, data review, data coding	- Diction - watching - Examples	Participation, interaction
Ninth	2	marketing research	Data entry, data tabulation	- Diction - watching - Examples	Participation, interaction
Tenth	2	marketing research	Statistical method of analysis	- Diction - watching - Examples	Participation, interaction
Eleventh	2	marketing research	Measures of central tendency	- Diction - watching - Examples	Participation, interaction
Twelveth	2	marketing research	Measures of dispersion	- Diction - watching - Examples	Participation, interaction
Thirteenth	2	marketing research	Basic factors in the marketing report	- Diction - watching - Examples	Participation, interaction
Fourteenth	2	marketing research	the final report	- Diction - watching - Examples	Participation, interaction
Fifteenth	2	—	Second month exam	—	—

47. Course Evaluation	
1- Preparation, daily exam, and reports = 10 2- Monthly exam = 30 3- Semester exam = 60	
48. Learning and Teaching Resources	
Required textbooks (curricular books, if any)	☑ Marketing Research, Kotler, 2012
Main references (source)	☑ Research articles from the Internet. ☑ Muhammad Abdullah Al-Awamrah/ 2012, Marketing Research between Theory and Application, Hamed House and Library for Publishing and Distribution/ Amman.
Recommended books and references (scientific journals, reports...)	
Electronic references, websites.	☑ Thamer Al-Bakri/2018/Market Research.

Course Description

49. Course Name:	
Organization behavior	
50. Course Code:	
51. Semester / Year:	
Second Semester 2023–2024	
52. Description Preparation Date:	
15/02/2024	
53. Available Attendance Forms:	
Full Time (Classroom)	
54. Number of Credit Hours (Total) / Number of Units (Total)	
45 Credit Hours	
55. Course administrator's name (mention all, if more than one name)	
Name: Dr. Ahmed Khalaf Muttar Email: ahmed.khalaf.muttar@uoanbar.edu.iq	
56. Course Objectives	
Course Objectives	<ol style="list-style-type: none"> 1. Provide students with advanced knowledge and understanding of basic concepts and theories related to the field of organizational behavior. 2. Empower students with the ability to discipline themselves in dealing with problems and issues related to the field of organizational behavior. 3. Develop students' ability to communicate complex ideas and information clearly and in an organized manner to the target audience in the field of organizational behavior. 4. Develop students' ability to work at an advanced level with some responsibility for their work and to work with others.
57. Teaching and Learning Strategies	
Strategy	<ul style="list-style-type: none"> • Interactive lectures, • Individual/group discussion, • Independent learning, • Case study

58. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	3	a1, b1, c1	The concept of organizational behavior and its models Development of behavioral sciences	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
2	3	a1, b1, c1	Organizational behavior in management theories	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
3	3	a1, b1, c1	Motivations and incentives Theories based on job satisfaction Theories based on reward and punishment as drivers of	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business

			motivation		environment. Quizzes, Monthly Exams & Final (Summative)
4	3	a1, b1, c1	Personality: concept and theories Personality determinants Personality style and its impact on organizational behavior	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
5	3	a1, b1, c1	The process of perception Types of perception, its stages and problems	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
6	3	a1, b1, c1	Groups and their impact on organizational behavior	Interactive lectures/ Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. (Reading and discussing research papers) Monthly Exams & Final

					(Summative)
7	3	Examination			Exam
8	3	a1, b1, c1	Organizational climate	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
9	3	a1, b1, c1	Organizational culture	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
10	3	a1, b1, c1	Values and attitude	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
11	3	a1, b1, c1		Interactive lectures/Individual	Formative feedback as

			Leadership and administrative communications	Group Discussions	students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
12	3	a1, b1, c1	Stress management and work pressures Organizational conflict	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. Quizzes, Monthly Exams & Final (Summative)
13	3	a1, b1, c1	Organizational creativity	Interactive lectures/Individual Group Discussions	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business environment. <i>Quizzes, Monthly Exams & Final (Summative)</i>
14	3	a1, b1, c1	Organizational change	Coordination of presentations	Formative feedback as students respond to questions asked in class and to requests to provide examples from the business

					environment. Quizzes, Monthly Exams & Final (Summative)								
15	3	Final examination			Final Exam								
59. Course Evaluation													
<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Term Tests</th> <th>Quizzes</th> <th>Participations</th> <th>Final Exam</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">25</td> <td style="text-align: center;">5</td> <td style="text-align: center;">10</td> <td style="text-align: center;">60</td> </tr> </tbody> </table>						Term Tests	Quizzes	Participations	Final Exam	25	5	10	60
Term Tests	Quizzes	Participations	Final Exam										
25	5	10	60										
60. Learning and Teaching Resources													
Required textbooks (curricular books, if any)													
Main references (source)			إدارة السلوك في المنظمات، جيرالد جرينبرج/ روبرت بارون تعريب.رفاعي محمد اسماعيل بسيوني (2021) - دار المريخ للنشر										
Recommended books and references (scientific journals, reports...)			<ul style="list-style-type: none"> ▪ العنزي، سعد (2017)، نظرية المنظمة والسلوك التنظيمي، مكتبة السيسبان، بغداد. ▪ Refaee, M.R and Bassyouni,A. A., (2014), Organizational Behaviour Management, Dar Al Mareekh Publisher. ▪ Robbins S. P. (2009), Essentials of Organizational Behavior, 10th edition, Prentice Hall ▪ McShane, S.L. & Glinow, M.A. (2010). Organizational Behavior Emerging Knowledge and Practice for the Real World, 5th edition 										
Electronic references, websites.			<ul style="list-style-type: none"> • ARADO database • Emerald data base: • http://www.emeraldinsight.com • http://www.emeraldgroupublishing.com/products/journals/index.htm 										

Course Description

61. Course Name:	
Intellectual capital	
62. Course Code:	
63. Semester / Year:	
2024 - 2023	
64. Description Preparation Date:	
2024/3/28	
65. Available Attendance Forms:	
Attendance (weekly attendance)	
66. Number of Credit Hours (Total) / Number of Units (Total)	
45 hours	
67. Course administrator's name (mention all, if more than one name)	
Name: Mrwan Thakir Abed	
Email: Marwan.thakir@uoanbar.edu.iq	
68. Course Objectives	
Course Objectives	<ol style="list-style-type: none"> 1. Understanding the concept of intellectual capital: Explaining what intellectual capital is, its types, its importance in the modern economy, and how to transform ideas into financial value. 2. Studying intellectual capital management strategies: Introducing students to the tools and techniques for managing, protecting and marketing intellectual property.

	<p>3. Enhancing innovation and creativity skills: Encouraging students to develop their abilities in innovation and creativity by using intellectual assets to develop new products or improve existing processes.</p> <p>4. Understanding the economic and social impact of intellectual capital: Analyzing how intellectual capital affects the economic performance of companies and societies and its role in promoting sustainable development.</p> <p>5. Developing research and analysis skills: Encouraging students to conduct research and analysis related to intellectual capital topics and provide effective reports and presentations on them.</p> <p>6. Achieving these goals helps students understand the importance of intellectual capital in the contemporary economy and apply the concepts and skills acquired in a variety of practical fields.</p> <ul style="list-style-type: none"> □ The study of marketing research that aims to prepare and train the student includes collecting the necessary information - to determine the goals of the organization so that the latter plays a very influential role. □ The student's knowledge of concentration, integration, and integration between projects.
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69. Teaching and Learning Strategies

Strategy	<ul style="list-style-type: none"> ● Method of discussion, interaction and analysis. ● Feedback method. ● Method of giving, receiving and
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interacting

- Assigning the student to some individual and group activities and duties.
- Allocating a percentage of the grade to daily assignments and tests.

70. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
First	2	Intellectual capital	The new role of human resources management in light of contemporary business challenges	- Diction - watching - Examples	Participation, interaction
Second	2	Intellectual capital	A conceptual introduction to the study of intellectual capital	- Diction - watching - Examples	Participation, interaction
Third	2	Intellectual capital	Historical development of intellectual capital	- Diction - watching - Examples	Participation, interaction
Fourth	2	Intellectual capital	Intellectual capital management in light of the knowledge economy	- Diction - watching - Examples	Participation, interaction
Fifth	2	Intellectual capital	Foundations and principles of building and developing intellectual capital	- Diction - watching - Examples	Participation, interaction
sixth	2	Intellectual capital	Methods of measuring intellectual capital in business organizations	- Diction - watching - Examples	Participation, interaction

Seventh	2	Intellectual capital	Components of intellectual capital and their relationships	Diction - watching - Example	Participation interaction
Eight	2	Intellectual capital	First month exam		
Ninth	2	Intellectual capital	Intellectual capital is an entry point to the competitive advantage of business organizations	- Diction - watching - Examples	Participation, interaction
Tenth	2	Intellectual capital	The relationship between external structural capital and intellectual capital	- Diction - watching - Examples	Participation, interaction
Eleventh	2	Intellectual capital	The relationship between internal structural capital and intellectual capital	- Diction - watching - Examples	Participation, interaction
Twelveth	2	Intellectual capital	The relationship between human capital and intellectual capital	- Diction - watching - Examples	Participation, interaction
Thirteenth	2	Intellectual capital	The relationship between social capital and intellectual capital	- Diction - watching - Examples	Participation, interaction
Fourteenth	2	Intellectual capital	The relationship between psychological capital and intellectual capital	- Diction - watching - Examples	Participation, interaction
Fifteenth	2	—	Second month exam	—	—
71. Course Evaluation					

- 1- Preparation, daily exam, and reports = 10
- 2- Monthly exam = 30
- 3- Semester exam = 60

72. Learning and Teaching Resources

Required textbooks (curricular books, if any)	<ul style="list-style-type: none"> ☑ Marketing Research, Kotler, 2012 ☑ Research articles from the Internet.
Main references (source)	<ul style="list-style-type: none"> ☑ Muhammad Abdullah Al-Awamrah/ 2012, Marketing Research between Theory and Application, Hamed House and Library for Publishing and Distribution/ Amman.
Recommended books and references (scientific journals, reports...)	
Electronic references, websites.	<ul style="list-style-type: none"> ☑ Thamer Al-Bakri/2018/Market Research.

Course Description

1. Course Name: Financial Accounting					
2. Course Code:					
3. Semester / Year: 2023–2024					
4. Description Preparation Date: 23 /3/ 2024					
5. Available Attendance Forms: In-person lectures					
6. Number of Credit Hours (Total) / Number of Units (Total) 30					
7. Course administrator's name (mention all, if more than one name)					
Name: Jamal Noori Dahham Email: jamal.noori@uoanbar.edu.iq					
8. Course Objectives					
Course Objectives	1– Enabling the student to master financial accounting 2–The learner acquires sufficient knowledge in the field of financial accounting 3– Teaching the student all the tools he needs in his future work.				
9. Teaching and Learning Strategies					
Strategy	1-Oral exams and written exams. 2- Preparing research reports.				
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
11. Course Evaluation					
Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports,...etc.					

1	2	The concept of commodity inventory in industrial and commercial companies	theoretical	Oral and written exam
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12. Learning and Teaching Resources

2	2	Accounting treatments for commodity inventory according to the periodic inventory system and the continuous inventory system	theoretical	Oral and written exam
3	2	The concept of investments in securities markets and their types	theoretical	Oral and written exam
4	2	Accounting treatments for investment in equity securities (shares)	theoretical	Oral and written exam
5	2	Evaluating the investment portfolio at the end of the financial period and disclosing it in the financial statements	theoretical	Oral and written exam
6	2	Accounting treatments for investment in debt securities (bonds)	theoretical	Oral and written exam
7	2	The concept of fixed assets and their characteristics	theoretical	Oral and written exam
8	2	Accounting treatments for fixed assets (acquisition of assets)	theoretical	Oral and written exam
9	2	Accounting treatments for fixed assets (disposal of fixed assets)	theoretical	Oral and written exam
10	2	The first monthly exam with answers to the exam questions	theoretical	Oral and written exam
11	2	Accounting treatments for fixed assets (replacement of fixed assets)	theoretical	Oral and written exam
12	2	The concept of intangible assets and their types	theoretical	Oral and written exam
13	2	Accounting treatments for intangible assets (valuation and amortization methods for intangible assets)	theoretical	Oral and written exam
14	2	The concept of current liabilities, their types, and their accounting treatment	theoretical	Oral and written exam
15	2	The second monthly exam with answers to the exam questions	theoretical	Oral and written exam

Course description form

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
the first	2	E-Commerce	Historical development of electronic commerce	The lecture	Oral and written tests
The second	2	E-Commerce	Advantages of electronic commerce	The lecture	Oral and written tests
the third	2	E-Commerce	E-commerce rules	The lecture	Exams
the fourth	2	E-Commerce	Legal sources	The lecture	Real-time tests
Fifth	2	E-Commerce	Concept of contract	The lecture	the exams
VI	2	E-Commerce	Distinguish the trade contract	The lecture	daily exams
Seventh	2	E-Commerce	Electronic Contracts Council	The lecture	Oral and written tests
VIII	2	E-Commerce	Elements of the contract	The lecture	Oral and written exams
The ninth	2	E-Commerce	Means of financial performance	The lecture	Exams
The tenth	2	E-Commerce	Characteristics of electronic fulfillment	The lecture	the exams
eleventh	2	E-Commerce	Proof of e-commerce transactions	The lecture	the exams
twelveth	2	E-Commerce	Civil Protection	The lecture	Exams
Thirteenth	2	E-Commerce	Electronic data protection	The lecture	Oral and written tests
fourteenth	2	E-Commerce	Protecting electronic fulfillment systems	The lecture	Oral and written tests
Fifteenth	2	E-Commerce	Legal protection for the consumer	The lecture	Exams

Course description form

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
the first	2	Logistic Management	The conceptual framework for supply chain management and its relationship to marketing supply management	The lecture	Oral and written tests
The second	2	Logistic Management	Introduction to supply chain management	The lecture	Oral and written tests
the third	2	Logistic Management	Elements, activities and characteristics of supply chain strategies	The lecture	Exams
the fourth	2	Logistic Management	Basics of marketing supply management: concept, importance, objectives and components	The lecture	Real-time tests
Fifth	2	Logistic Management	Marketing supply management strategies and activities	The lecture	the exams
VI	2	Logistic Management	Customer service and satisfaction: concept, characteristics and dimensions	The lecture	daily exams
Seventh	2	Logistic Management	The importance of customer satisfaction and the stages of measuring it	The lecture	Oral and written tests
VIII	2	Logistic Management	First month Exam	The lecture	Oral and written exams
The ninth	2	Logistic Management	Logistics information system and order processing	The lecture	Exams
The tenth	2	Logistic Management	Steps and standards for processing customer requests	The lecture	the exams
Eleventh	2	Logistic Management	Purchasing activity	The lecture	the exams
Twelfth	2	Logistic Management	Steps in the purchasing process	The lecture	Exams
Thirteenth	2	Logistic Management	Material requirements planning system	The lecture	Oral and written tests
fourteenth	2	Logistic Management	Economic batch size planning methods	The lecture	Oral and written tests
Fifteenth	2	Logistic Management	Second month Exam	The lecture	Exams

Course Description

73. Course Name:	
Computer	
74. Course Code:	
75. Semester / Year:	
Second semester / 2023–2024	
76. Description Preparation Date:	
25-3-2024	
77. Available Attendance Forms:	
Lectures	
78. Number of Credit Hours (Total) / Number of Units (Total)	
30	
79. Course administrator's name (mention all, if more than one name)	
Name: Dr.Mohammed Basil Abdulkareem Email:	
80. Course Objectives	
<ul style="list-style-type: none"> • Teaching how to use a computer • What are the components of a computer <ul style="list-style-type: none"> • Excel 	<ul style="list-style-type: none"> • • •
81. Teaching and Learning Strategies	
Strategy	<ul style="list-style-type: none"> • The theoretical framework by relying on scientific books • Discussing programs • Analysis of global experiences and solutions applied in these countries to address problems

82. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
15	30	Run the Excel program Tab Tab and page layout Display tab References tab Practical exam Theoretical exam Excel Program Tables Scheme Page Layout tab Functions Conditional if clause Practical exam Theoretical exam <ul style="list-style-type: none"> • control Board • Time, language and region • Some computer 	Run the Excel program Tab Tab and page layout Display tab References tab Practical exam Theoretical exam Excel Program Tables Scheme Page Layout tab Functions Conditional if clause Practical exam Theoretical exam	Detailed & expanded explanation by professor with help of necessary diagrams and examples	A written exam + exam + the discussions, his way and the presentation in the lecture

		settings <ul style="list-style-type: none"> • the exam 			
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83. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, or written exams, reports,...etc.

84. Learning and Teaching Resources

Required textbooks (curricular books, if any)	
Main references (source)	
Recommended books and references (scientific journals, reports...)	
Electronic references, websites.	

Course description form

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
the first	2	Introduction to operations research	Definition of operations research, aspects of its study, problem definition formulas, and model building	- Speaking, watching	Participation and interaction
The second	2	Modeling in linear programming and methods for evaluating it	Definition and assumptions of linear programming And formulate a linear programming model	Delivering, watching, examples, and solving exercises	Participation and interaction
The third	2	The legal and standard form of linear programming	Methods for finding the optimal solution, graphical methods and the initial simplified method	Delivering, watching, examples, and solving exercises	Participation and interaction
The fourth	2	Binary linear programming and sensitivity analysis	The corresponding binary program and how to read the binary optimal solution from the optimal solution table	Delivering, watching, examples, and solving exercises	Participation and interaction
Fifth	2	The transfer and allocation model and its evaluation methods	Definition of the transportation model in its first and second forms	Delivering, watching, examples, and solving exercises	Participation and interaction
VI	2	Exam	Exam	Delivering, watching, examples, and solving exercises	Participation and interaction
Seventh	2	The transfer and allocation model and its evaluation methods	Methods for finding the basic acceptable solution for the transportation model	Delivering, watching, examples, and solving exercises	Participation and interaction
VIII	2	Network analysis	Business networking methods and areas of use		
The ninth	2	Network analysis	The goal, features of the business network, and project management stages	Delivering, watching, examples, and solving exercises	Participation and interaction
The tenth	2	Network analysis	Some basic definitions when drawing a business network	Delivering, watching, examples, and solving exercises	Participation and interaction
Eleventh	2	Network analysis	The mechanism for calculating the critical path when the time is known and unknown	Delivering, watching, examples, and solving exercises	Participation and interaction

Twelfth	2	Exam	Exam	Delivering, watching, examples, and solving exercises	Participation and interaction
Thirteenth	2	Path methods in linear programming	North corner method Lowest cost method	Delivering, watching, examples, and solving exercises	Participation and interaction
fourteenth	2	Path methods in linear programming	The winding path method And the method of complications	Delivering, watching, examples, and solving exercises	Participation and interaction
Fifteenth	2	Personalization model	Definition of the customization model and special cases of allocation problems	Delivering, watching, examples, and solving exercises	Exams

Course description form

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
the first	3	Financial Management (2)	Ways to anticipate financial needs	- Speaking, watching	Participation and interaction
The second	3	Financial Management (2)	Ways to anticipate financial needs	Delivering, watching, examples, and solving exercises	Participation and interaction
The third	3	Financial Management (2)	Methods of forecasting financial needs Cash budget	Delivering, watching, examples, and solving exercises	Participation and interaction
The fourth	3	Financial Management (2)	Break-even analysis and operating leverage -Financial planning and control	Delivering, watching, examples, and	Participation and interaction

			-Break-even analysis	solving exercises	
Fifth	3	Financial Management (2)	Break-even analysis -Assumptions of break-even analysis	Delivering, watching, examples, and solving exercises	Participation and interaction
VI	3	Financial Management (2)	Break-even analysis methods	Delivering, watching, examples, and solving exercises	Participation and interaction
Seventh	3	Financial Management (2)	Break-even analysis methods Operating leverage	Delivering, watching, examples, and solving exercises	Participation and interaction
VIII	3	Financial Management (2)	Exam		
The ninth	3	Financial Management (2)	-Working capital management -The nature of working capital management	Delivering, watching, examples, and solving exercises	Participation and interaction
The tenth	3	Financial Management (2)	Net working capital Working capital management decisions Managing the cash flow cycle	Delivering, watching, examples, and solving exercises	Participation and interaction
Eleventh	3	Financial Management (2)	Investment policies for working capital	Delivering, watching, examples, and solving exercises	Participation and interaction
Twelfth	3	Financial Management (2)	Financing policies for working capital	Delivering, watching, examples, and solving exercises	Participation and interaction
Thirteenth	3	Financial Management (2)	Capital budgeting under certainty conditions	Delivering, watching, examples, and solving exercises	Participation and interaction
fourteenth	3	Financial Management (2)	Capital budgeting methods	Delivering, watching, examples, and solving exercises	Participation and interaction
Fifteenth	3	Financial Management (2)	Exam	Delivering, watching, examples, and solving exercises	Exams

Course Description

85.	Course Name:	
86.	Course Code:	
87.	Semester / Year: 2023– 2024	
88.	Description Preparation Date: 28/ 3/ 2024	
89.	Available Attendance Forms:	
	Actual presence in the lecture hall	
90.	Number of Credit Hours (Total) / Number of Units (Total)	
	2 hour a week	
91.	Course administrator's name (mention all, if more than one name)	
	Name: Dr. Arrak Aboud Umeir Email: arrak_2000@uoanbar.edu.iq	
92.	Course Objectives	
Course Objectives	<ul style="list-style-type: none"> • Introducing students to the nature of strategic thinking in terms of concept and importance • Introducing the requirements of strategic implementation and providing students with implementation skills <ul style="list-style-type: none"> • Introducing the requirements of strategic control and providing students with control skills 	
93.	Teaching and Learning Strategies	
Strategy	<ul style="list-style-type: none"> - Lectures - Brain storming - Working papers - Students put forward ideas and visions 	

94. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Understanding and knowledge skills	Introduction to strategic thinking	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
2	2	Understanding and knowledge skills	Organization-level strategies - the concept, the strategic selection process and the factors influencing the identification of strategic alternatives	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
3	2	Understanding and knowledge skills	Stability and growth strategies	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
4	2	Understanding and knowledge skills	Contraction strategies and compounding strategies	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
5	2	Understanding and knowledge skills	Strategies at the business unit level and ways to achieve competitive advantage	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
6	2	Understanding and knowledge skills	Cost leadership strategy and excellence strategy	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
7	2	Examining the acquired abilities of students	First month exam	Examining the acquired abilities of students	Answering questions and student interaction
8	2	Understanding and knowledge skills	Focus strategy, general competitive strategies and industry life cycle	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
9	2	Understanding and knowledge skills	Type of competitive strategy according to the industry life cycle	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
10	2	Understanding and knowledge skills	Functional strategies	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation
11	2	Understanding and knowledge skills	Strategic implementation, its determinants and dimensions	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participation

12	2	Understanding and knowledge skills	Organizational variables associated with implementation	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participati
13	2	Understanding and knowledge skills	Strategic control: its concept, importance and steps	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participati
14	2	Understanding and knowledge skill	Problems of strategic control, strategic auditing and its stages	Explaining the top asking questions, discussing, and brainstorming	Asking questions, daily exam, and student participati
15	2	Examining the acqui abilities of students	Second month exam	Examining the acquired abiliti of students	Answering questions and student interaction

95. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports,...etc.

1- Preparation, participation, preparation of reports, and the daily exam = 10 marks

2- Monthly exams = 30 marks

3- Final exam = 60 marks

96. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Strategic Management Book, Zakaria Douri
Main references (source)	
Recommended books and references (scientific journals, reports...)	
Electronic references, websites.	

Course description form

Week	Hours	ILOs	Unit/Module orTopic Title	Teaching Method	Assessment Method
the first	3	Cost Accounting2	Production order costing system	- Speaking, watching	Participation and interaction
The second	3	Cost Accounting2	Production order costing system	Delivering, watching, examples, and solving exercises	Participation and interaction

The third	3	Cost Accounting2	Production order costing system	Delivering, watching, examples, and solving exercises	Participation and interaction
The fourth	3	Cost Accounting2	Production order costing system	Delivering, watching, examples, and solving exercises	Participation and interaction
Fifth	3	Cost Accounting2	Production order costing system	Delivering, watching, examples, and solving exercises	Participation and interaction
VI	3	Cost Accounting2	Production order costing system/processing of damaged production	Delivering, watching, examples, and solving exercises	Participation and interaction
Seventh	3	Cost Accounting2	Production order costing system/handling defective production	Delivering, watching, examples, and solving exercises	Participation and interaction
VIII	3	Cost Accounting2	Exam		
The ninth	3	Cost Accounting2	Production order costing system / production waste treatment	Delivering, watching, examples, and solving exercises	Participation and interaction
The tenth	3	Cost Accounting2	Costing system for production stages	Delivering, watching, examples, and solving exercises	Participation and interaction
Eleventh	3	Cost Accounting2	Types of production stages and methods of accounting for them	Delivering, watching, examples, and solving exercises	Participation and interaction
Twelfth	3	Cost Accounting2	Stage costing system/damage treatment	Delivering, watching, examples, and solving exercises	Participation and interaction
Thirteenth	3	Cost Accounting2	Stage cost system/waste and addition	Delivering, watching, examples, and solving exercises	Participation and interaction
fourteenth	3	Cost Accounting2	Methods of determining and grouping costs in the production stage costing system	Delivering, watching, examples, and solving exercises	Participation and interaction
Fifteenth	3	Cost Accounting2	Exam	Delivering, watching, examples, and solving exercises	Exams

Course description form

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
the first	2	Logistic Management	Defining the concept of strategic project management, the basic concepts related to it, and hypothetical models for studying project management	The lecture	Oral and written tests
The second	2	Project Management	Learn about other sciences related to project management	The lecture	Oral and written tests
the third	2	Project Management	Tracking the historical development of project management	The lecture	Exams
the fourth	2	Project Management	Determine the importance and characteristics of project management	The lecture	Real-time tests
Fifth	2	Project Management	Project management classifications	The lecture	the exams
VI	2	Project Management	Organizational structure in the project	The lecture	daily exams
Seventh	2	Project Management	Study the economic feasibility of projects	The lecture	Oral and written tests
VIII	2	Project Management	The strategic role of project management	The lecture	Oral and written exams
The ninth	2	Project Management	Choosing a project manager	The lecture	Exams
The tenth	2	Project Management	Project planning	The lecture	the exams
Eleventh	2	Project Management	Project organization	The lecture	the exams
Twelfth	2	Project Management	Business networks	The lecture	Exams
Thirteenth	2	Project Management	Financial control tools	The lecture	Oral and written tests
fourteenth	2	Project Management	Project monitoring	The lecture	Oral and written tests
Fifteenth	2	Project Management	Exam	The lecture	Exams

Course Description

97. Course Name:					
Insurance management					
98. Course Code:					
99. Semester / Year:					
Second semester (2023-2024)					
100. Description Preparation Date:					
25/3/2024					
101. Available Attendance Forms:					
Traditional attendance					
102. Number of Credit Hours (Total) / Number of Units (Total)					
45 Hours/ 45 Unit					
103. Course administrator's name (mention all, if more than one name)					
Name: L.D Muhammad Hamdan Adnan Email: mohammed.h.adnan@uoanbar.edu.iq					
104. Course Objectives					
Course Objectives			<ul style="list-style-type: none"> • Enriching students with scientific sources for insurance management • Developing students' skills while reviewing the activities of insurance companies through websites • Comparing the theoretical aspect with reality of insurance companies by reviewing the websites of the most important insurance companies. 		
105. Teaching and Learning Strategies					
Strategy		<ul style="list-style-type: none"> • Keeping up with modern scientific vocabulary • Developing students' research capabilities • Developing students' cognitive skills 			
106. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
first	3	Introduction to risk management	A general introduction to risk management	View vocabulary Student participation	<ul style="list-style-type: none"> • Daily tests • Student contributions • Student discussion
Second	3	The relationship between insurance and risk	Risk and insurance		
Third	3	Conceptual presentation of insurance management	A general introduction to insurance		

			management	Giving the lecture Illustrative examples (theoretically) from the reality of insurance companies in Iraq	<ul style="list-style-type: none"> • Monthly exam • final exam
Fourth	3	Knowledge of the legal formulas of insurance	Insurance from a legal perspective		
Fifth	3	How to insure against fire	Fire insurance		
Sixth	3	How to insure against theft	Insurance against theft		
Seventh	3	How to insure cars	Car insurance		
Eighth	3	How to insure sea transportation	Marine insurance		
Ninth	3	Marine insurance conditions	Marine insurance covers		
The tenth	3	First month exam	First month exam		
eleven	3	How to insure aircraft	Aviation insurance		
twelfth	3	How to insure responsible persons	Liability insurance		
thirteen	3	How to shop for insurance	Insurance service marketing		
Fourteenth	3	How to reinsure	re Insurance		
Fifteenth	3	Insurance companies in Iraq	Insurance market in Iraq		

107. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports,... etc.

- Exam 1 (15)
- Exam 2 (15)
- Student activities + daily exams (10)
- Final exam (60)

108. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Risk management and insurance
Main references (source)	
Recommended books and references (scientific journals, reports...)	Research reports related to course topics
Electronic references, websites.	National Insurance Company website https://nic.gov.iq/indexmain.php

Course description form

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
the first	2	Logistic Management	Defining the concept of strategic project management, the basic concepts related to it, and hypothetical models for studying project management	The lecture	Oral and written tests
The second	2	Project Management	Learn about other sciences related to project management	The lecture	Oral and written tests
the third	2	Project Management	Tracking the historical development of project management	The lecture	Exams
the fourth	2	Project Management	Determine the importance and characteristics of project management	The lecture	Real-time tests
Fifth	2	Project Management	Project management classifications	The lecture	the exams
VI	2	Project Management	Organizational structure in the project	The lecture	daily exams
Seventh	2	Project Management	Study the economic feasibility of projects	The lecture	Oral and written tests
VIII	2	Project Management	The strategic role of project management	The lecture	Oral and written exams
The ninth	2	Project Management	Choosing a project manager	The lecture	Exams
The tenth	2	Project Management	Project planning	The lecture	the exams
Eleventh	2	Project Management	Project organization	The lecture	the exams
Twelfth	2	Project Management	Business networks	The lecture	Exams
Thirteenth	2	Project Management	Financial control tools	The lecture	Oral and written tests
fourteenth	2	Project Management	Project monitoring	The lecture	Oral and written tests
Fifteenth	2	Project Management	Exam	The lecture	Exams

Course Description

1. Course Name:	English language
2. Course Code:	-
3. Semester / Year:	Second semester/2023-2024
4. Description Preparation Date:	28-3-2024
5. Available Attendance Forms:	Daily attendance
6. Number of Credit Hours (Total) / Number of Units (Total)	2 hours a week
7. Course administrator's name (mention all, if more than one name)	Name: Teacher Ahmed Idan Jasim Email: ahm.mang@uoanbar.edu.iq
8. Course Objectives	A- The subject of teaching the English language occupies an important position in the activities of management institutions with diverse tasks, especially in the era of intense competition in the quantity and type of products. B- Studying the English language includes various subjects that the student is exposed to until he becomes qualified to deal professionally and with a high degree of competence in the field of using the English language.

C– Studying the English language includes different learning methods, such as reading and listening.

Course Objectives

Through it, the student will be able to know some of concepts and terminology of the English language and learn how to benefit from them in the field administrative and daily applications.

9. Teaching and Learning Strategies

Strategy

- 1-- Participate through discussions with students so that the lecture becomes similar to a dialogue session
- 2- Using modern display devices to deliver the lecture because of the major role in delivering the lecture to the students

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
first	2	Prepositions, auxiliary verbs, short answers	Giving the lecture with student participating in the discussion	Ability for students to interact with lecture	
second	2	Present tense : perfect, simple, continuous	Giving the lecture with student participating in the discussion	Ability for students to interact with lecture	
third	2	Past tenses, passive voices	Giving the lecture with student participating in the discussion	Ability for students to interact with lecture	
fourth	2	Modal verbs, obligations and permissions	Giving the lecture with student participating in the discussion	Ability for students to interact with lecture	
Fifth		First month exam			
sixth	2	Future tenses, the	Giving the lecture with student	Ability for students to	

		weather	participating the discussio	interact with lecture	
Seventh	2	Verb patterns , scribing foods towns people	Giving the lectu with student participating the discussio	Ability for students to interact with lecture	
Eight	2	Present perfect ac and passive	Giving the lectu with student participating the discussio	Ability for students to interact with lecture	
Ninth	2	Conditions , t clauses and adjective	Giving the lectu with student participating the discussio	Ability for students to interact with lecture	
Tenth	2	Compound words	Giving the lectu with student participating the discussio	Ability for students to interact with lecture	
Eleventh	2	Modals verbs probability	Giving the lectu with student participating the discussio	Ability for students to interact with lecture	
Twelveth		2cnd examination			
Thirteenth	2	Report speech , ver birth marriage death	Giving the lectu with student participating the discussio	Ability for students to interact with lecture	
fourteenth	3	Present per continuous / w formation and adver	Giving the lectu with student participating the discussio	Ability for students to interact with lecture	
Fifteenth		articles , hot words ,	Giving the lectur with students participating in the discussion	Ability for students to interact with lecture	
11. Course Evaluation					
1- Preparation, daily exam, and reports = 10					
2- Monthly exam = 30					

3- Semester exam = 60

12. Learning and Teaching Resources

**Intermediate book with key , New head w
plus , John and Soars , oxford university pr
and other English books**

Main references (source)

Recommended books and references (scientific
journals, reports...)

Electronic references, websites.

Course Description Form

109.	Course Name:				
	Economic feasibility study				
110.	Course Code:				
111.	Semester / Year:				
	second semester 2023-2024				
112.	Description Preparation Date:				
	28-1-2024				
113.	Available Attendance Forms:				
	Lectures				
114.	Number of Credit Hours (Total) / Number of Units (Total)				
	30				
115.	Course administrator's name (mention all, if more than one name)				
	Name: Dr. jawad shakir Frayyeh				
	Email: ja79hd@uoanbar.edu.iq				
116.	Course Objectives				
Course Objective:	<ul style="list-style-type: none"> • Introducing students to the most important vocabulary of the economic feasibility study and the criteria used in it, the importance of the economic feasibility study and its effects on economic theories, and the relationship between the criteria used in the economic feasibility study 				
117.	Teaching and Learning Strategies				
Strategy	It explains the concept of the economic feasibility study, the concept of project evaluation, the distinction between economic feasibility studies and performance efficiency, the objectives and justifications of the feasibility study, and the characteristics, fields and types of the feasibility study				
118. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Introductory introduction	The concept and importance of studying the economic feasibility of existing projects		
2	2	Differences	Explaining the differences between economic feasibility and the process of evaluating performance		

			efficiency		
3	2	The importance of the economic feasibility study	Objectives and areas of the feasibility study		
4	2	Functions of feasibility study characteristics	Determine the characteristics of the economic feasibility study		
5	2	Types of economic feasibility studies	Environmental study		
6	2	Detailed plan	Determine the detailed plan for completing the project's activities		
7	2	Stages of civil study	There is a need to produce this project, and does the country's		
8	2	First test	First test		
9	2	Marketing feasibility study:	Characteristics and stages of marketing study		
10	2	The concept, pros and cons of the payback period standard	Explaining this standard using the cash flow method, the aggregate method, and the recovery period criterion using the liquidation method		
11	3	Decision tree	Its concept, importance, and mathematical method for calculating it		
12	2	Simple rate of return standard	Understandable and mathematical method for calculating a simple standard rate of return		
13	2	Internal rate of return standard	Its concept and the mathematical method of extracting it		
14	2	Sensitivity analysis	Understandable and mathematical		

			method to extract it		
15	2	Semester exam	Semester exam		
119. Course Evaluation					
Semester (30) + daily exam (10) + final exam (60)					
120. Learning and Teaching Resources					
Required textbooks (curricular books, if any)			• Economic feasibility study and project evaluation		
Main references (sources)			Economic feasibility study and project evaluation (Dr. Zainab Saleh		
Recommended books and references (scientific journals, reports...)			Economic feasibility of projects analysis and study (Mohamed Al-Sayed Al-Badawi)		
Electronic References, Websites					

Course Description

121. Course Name:					
knowledge management					
122. Course Code:					
123. Semester / Year:					
Second semester, academic year 2023-2024					
124. Description Preparation Date:					
28-1-2024					
125. Available Attendance Forms:					
Attendance (daily attendance)					
126. Number of Credit Hours (Total) / Number of Units (Total)					
(3) hours per week					
127. Course administrator's name (mention all, if more than one name)					
Name: Prof.Dr.Khamees Naser Mohammed Email: dr.khamees_mohammed@uoanbar.edu.iq					
128. Course Objectives					
Course Objectives	<ul style="list-style-type: none"> The student should understand knowledge management and its basic approaches and processes. To deepen the student's knowledge of the knowledge economy environment, competitiveness, and knowledge management practices. That the student understands the knowledge management life cycle, its most important main models, knowledge management strategies, and its basic requirements. 				
129. Teaching and Learning Strategies					
Strategy	After the student completes the course, he should be able to understand knowledge management and the importance and goals of its application in organizations through lectures, discussions, participation, and case studies.				
130. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method

1	3	- The emergence and development of knowledge	-The emergence and development of knowledge historically	- Diction - Dialogue	- Share - Interaction
2	3	- The development of knowledge according to organizational schools	- The development of knowledge according to organizational schools	- Diction - Dialogue	- Share - Test
3	3	- knowledge approach	-Basic concepts of knowledge -Characteristics of knowledge theories and its approaches	- Diction - Dialogue	- Share - Interaction
4	3	- knowledge approach	- Sources and types of knowledge - The relationship between data, information and knowledge	- Diction - Dialogue	- Share - Test
5	3	- knowledge management	- The emergence and development of the concept of knowledge management - The importance and objectives of knowledge management	- Diction - Dialogue	- Share - Interaction
6	3	- knowledge management	- Approaches to knowledge management - Justifications for the shift towards knowledge management	- Diction - Dialogue	- Share - Interaction
7	3	The first quest exam			
8	3	- Knowledge management processes	-Knowledge-management processes: diagnosis, goal setting, generation, storage, and distribution	- Diction - Dialogue	- Share - Interaction
9	3	- Knowledge management processes	-Knowledge-management processes:application, organization, retrieval, sustainability	- Diction - Dialogue	- Share - Test
10	3	- Knowledge management life cycle	- Knowledge management life cycle -Knowledge management models	- Diction - Dialogue	- Share - Interaction
11	3	- The basic elements of knowledge management And its strategies	- The basic elements of knowledge management	- Diction - Dialogue	- Share - Interaction
12	3	- The basic elements of knowledge management And its strategies	-Knowledge-management strategies	- Diction - Dialogue	- Share - Test
13	3	- Knowledge management requirements	- Knowledge management challenges - Defining responsibility knowledge management	- Diction - Dialogue	- Share - Interaction
14	3	- Knowledge management	- Building knowledge maps	- Diction	- Share

		requirements	-Factors of success and failure in knowledge management	- Dialogue	- Interaction
15	3	The second quest exam			
131. Course Evaluation					
Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports,...etc. - Monthly tests 30% - Daily tests and classroom activities 10% - Final exam 60%					
132. Learning and Teaching Resources					
Required textbooks (curricular books, if any)			- Al-Kubaisi, Salah al-Din Awad, (2018), Knowledge Management, Al-Dhad Library for Printing and Publishing, Baghdad, Iraq		
Main references (source)			- Al-Kubaisi, Salah al-Din Awad, (2018), Knowledge Management, Al-Dhad Library for Printing and Publishing, Baghdad, Iraq		
Recommended books and references (scientific journals, reports...)			- Najm, Abboud Najm, (2005), Knowledge Management Concepts, Strategies and Operations, first edition, Al-Warraq Publishing and Distribution Foundation, Jordan.		
Electronic references, websites.			- Iraqi academic journals website		

Course description form

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
the first	3	Investment	The concept, importance, objectives and areas of investment	- Speaking, watching	Participation and interaction
The second	3	Investment	Types of investment decisions and factors affecting investment	Delivering, watching, examples, and solving exercises	Participation and interaction
The third	3	Securities evaluation	Common stocks, preferred stocks and bonds	Delivering, watching, examples, and solving exercises	Participation and interaction
The fourth	3	CAPM model	Capital asset pricing model	Delivering, watching, examples, and solving exercises	Participation and interaction
Fifth	3	The weighted capital asset pricing model	Equations and laws	Delivering, watching, examples, and solving exercises	Participation and interaction
VI	3	Weighted Capital Asset Pricing Model APT and R-CAPM	Quantitative problems	Delivering, watching, examples, and solving exercises	Participation and interaction
Seventh	3	Introduction to investment portfolios	The concept, assumptions and objectives of the portfolio	Delivering, watching, examples, and solving exercises	Participation and interaction
VIII	3	the first exam	the first exam		
The ninth	3	Investment policies in the investment portfolio	Conservative, moderate and risk-taking	Delivering, watching, examples, and solving exercises	Participation and interaction
The tenth	3	Types of investment portfolios	Ways to form portfolios and the nature of their components	Delivering, watching, examples, and solving exercises	Participation and interaction
Eleventh	3	Investment portfolio analysis	Utility theory, indifference curves, and random walk theory	Delivering, watching, examples, and solving exercises	Participation and interaction
Twelfth	3	Diversification	The concept of diversification, diversifying the investment portfolio with two assets, and	Delivering, watching, examples, and	Participation and interaction

			methods of diversification	solving exercises	
Thirteenth	3	Building the investment portfolio	Available collection, efficient portfolio construction, and efficient portfolio identification	Delivering, watching, examples, and solving exercises	Participation and interaction
fourteenth	3	Investment policies in the investment portfolio	Conservative, moderate and risk-taking	Delivering, watching, examples, and solving exercises	Participation and interaction
Fifteenth	3	the exam	the exam	Delivering, watching, examples, and solving exercises	Exams

Course Description

133. Course Name:	
Negotiation Management	
134. Course Code:	
135. Semester / Year:	
2024-2023	
136. Description Preparation Date:	
2024/1/29	
137. Available Attendance Forms:	
Presence	
138. Number of Credit Hours (Total) / Number of Units (Total)	
2 Hours	
139. Course administrator's name (mention all, if more than one name)	
Name: Mohammed Abed Salih Email: mohammed.abed84@uoanbar.edu.iq	
140. Course Objectives	
Course Objectives	<p>Following this course, after the student completes the course, the student should be aware of the following:</p> <ol style="list-style-type: none"> 1- Identification of the concept of negotiation and the concepts associated with the negotiating process. 2- Know the characteristics of the negotiating position and when the need for negotiation arises. 3- Understanding negotiating practical stages, strategies, and negotiating tactics. 4- Acquiring skills for negotiating processes and using appropriate strategies and tactics. 5- Ability to distinguish between different types of negotiating positions. 6- Knowledge of ways, means, and sources of upgrading negotiating standards and skills.
141. Teaching and Learning Strategies	
Strategy	<ol style="list-style-type: none"> 1- Use the lecture method 2- Use the question and answer method 3- Follow the brainstorming method

- 4- Discussion panels
- 5- Learn about case studies

142. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Knowledge and understanding	The concept of negotiation and concepts related to negotiation process	Giving the lecture	The extent of students' participation and interaction
2	2	Knowledge and understanding	Elements of negotiation and the foundations of negotiation process	Giving lecture	The extent of students' participation and interaction
3	2	Knowledge and understanding	Principles of negotiation process and importance of negotiation in the business world	Giving lecture	The extent of students' participation and interaction, and a short exam within the limits of preparing the material
4	2	Knowledge and understanding	Types of negotiation	Giving lecture	The extent of students' participation and interaction
5	2	Knowledge and understanding	Negotiation steps	Giving lecture	The extent of students' participation and interaction, and a short exam within the limits of preparing the material
6	2	Knowledge and understanding	The way negotiators sit	Giving lecture	The extent of students' participation and interaction
7	2	Semester exam 1			
8	2	Knowledge and understanding	Basic skills negotiating	Giving lecture	The extent of students' participation and interaction
9	2	Knowledge and understanding	The concept of negotiating team, characteristics importance	Giving lecture	The extent of students' participation and interaction and a short exam within the limits of preparing material
10	2	Knowledge and understanding	Types of negotiators	Giving lecture	The extent of students' participation and interaction
11	2	Knowledge and understanding	Types of negotiators	Giving lecture	The extent of students' participation and interaction
12	2	Knowledge and understanding	Negotiating strategies	Giving lecture	The extent of students' participation and interaction
13	2	Knowledge and understanding	Negotiating tactics	Giving lecture	The extent of students' participation and interaction
14	2	Semester exam 2			

15	2	Knowledge and understanding	Characteristics of good negotiator	Giving lecture	The extent of student participation interaction

143. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports,...etc.

- 1- Daily and oral preparation and daily exams are ten marks
- 2- The first exam fifteen marks
- 3- The second exam fifteen marks
- 4- The end-of-semester exam is sixty marks

144. Learning and Teaching Resources

Delivering lectures using modern interactive tools by presenting the lecture using the Power Point program, displaying it in front of the students on the Data Show device, and activating student participation during the lecture by asking questions within the limits of the material and opening the door to discussion regarding it, in addition to assigning students to other activities such as making reports on companies that were able to Through successful negotiation, many competitive advantages are gained compared to other organizations and presented by those charged with making reports in front of students to break the barrier of fear or dread in lecturing in front of their colleagues and encourage them to do so, as well as showing students study cases of specific companies to achieve correlation between theoretical material and cases. The process and discussed in detail, as well as creating training examples and involving students in answering them orally and in writing related to the negotiation process in various areas of life.

Required textbooks (curricular books, if any)	Al-Sudani, Ali Al-Sayhoud (2019) Negotiation Management, first edition, Al-Dhad Library, Iraq
Main references (source)	Al-Sudani, Ali Al-Sayhoud (2019) Negotiation Management, first edition, Al-Dhad Library, Iraq
Recommended books and references (scientific journals, reports...)	Lewicki. J. R., Barry, B., & Saunders, M. D. (2011). Negotiation, Ninth Edition , McGraw-Hill Education, NY, USA.
Electronic references, websites.	-

Course Description

145. Course Name:						
Insurance management						
146. Course Code:						
147. Semester / Year:						
Second semester (2023–2024)						
148. Description Preparation Date:						
25/3/2024						
149. Available Attendance Forms:						
Traditional attendance						
150. Number of Credit Hours (Total) / Number of Units (Total)						
45 Hours/ 45 Unit						
151. Course administrator's name (mention all, if more than one name)						
Name: L.D Muhammad Hamdan Adnan Email: mohammed.h.adnan@uoanbar.edu.iq						
152. Course Objectives						
Course Objectives			<ul style="list-style-type: none"> Enriching students with scientific sources insurance management Developing students' skills while review the activities of insurance companies thro websites Comparing the theoretical aspect with reality of insurance companies by review the websites of the most important insural companies. 			
153. Teaching and Learning Strategies						
Strategy		<ul style="list-style-type: none"> Keeping up with modern scientific vocabulary Developing students' research capabilities Developing students' cognitive skills 				
154. Course Structure						
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method	
first	2	Introducing the basics of governance	Introductory reading corporate governance		<ul style="list-style-type: none"> Daily tests Student 	
Second	2	Concepts related to corporate governance	Corporate governa concepts			
Third	2	Know the factors behind the emergence of corporate	Motives for emergence of corpo			

		governance	governance	<ul style="list-style-type: none"> • View vocabulary • Student participation • Illustrative examples (theoretically) from the reality of insurance companies in Iraq 	<ul style="list-style-type: none"> • Student discussion • Monthly exam • final exam
Fourth	2	Introducing the importance of corporate governance and its objectives	The importance objectives of corporate governance		
Fifth	2	Knowledge of the approved standards and principles of corporate governance	Corporate governance standards and principles		
Sixth	2	Introducing the regulatory mechanisms of corporate governance	Corporate governance mechanisms		
Seventh	2	Knowledge of institutional support for implementing corporate governance and the role of the board of directors	Institutional framework for corporate governance		
Eighth	2	Second month exam	Board of Directors Corporate Governance		
Ninth	2	Branches of agency theory	Second month exam		
The tenth	2	Conflict of interest between the Board of Directors and shareholders	Agency theory and branches		
eleven	2	The Board of Directors' relationship with the company strategy under governance	Board of Directors shareholders		
twelfth	2	Operations related to the Board of Directors under governance	Board of Directors company strategy		
thirteen	2	The role of governance in treating administrative corruption	Board operations corporate governance		
Fourteenth	2	Recommendations to the Board of Directors under governance	Governance treatment administrative corruption		
Fifteenth	2	Second month exam	Wills to boards directors establishments		

155. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports,...etc.

- Exam 1 (15)
- Exam 2 (15)
- Student activities + daily exams (10)
- Final exam (60)

156. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Risk management and insurance
Main references (source)	
Recommended books and references (scientific journals, reports...)	Research reports related to course topics
Electronic references, websites.	National Insurance Company website https://nic.gov.iq/indexmain.php

Course description form

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
the first	3	An overview of quality management	- A conceptual introduction to novelty management - The nature of quality management and the need for it in business organizations - Quality management objectives	The lecture	Oral and written tests
The second	3	- Quality elements	- Quality elements - Quality manager skills	The lecture	Oral and written tests
the third	3	The importance of quality in business organizations	- Quality teachers - The importance and goals of quality in a business organization - Characteristics of quality in business organizations	The lecture	Exams
the fourth	3	- Quality models and awards	- The American model - European model - Arabic models	The lecture	Real-time tests
Fifth	3	-The cost of quality	- Cost of interior quality - Cost of external quality	The lecture	the exams
VI	3	Exams			
Seventh	3	Quality control	- Quality control and its tasks - Quality assurance	The lecture	daily exams
VIII	3	- Elements of the quality system	- Quality upon purchase - Quality of the product - Quality control	The lecture	Oral and written tests
The ninth	3	Statistical quality control	- Quality control tools - Check - Measurement	The lecture	Oral and written exams
The tenth	3	Statistical quality control	- Quality control panels	The lecture	Exams
eleventh	3	Quality Management System	National standards organizations - International standards organizations	The lecture	the exams
twelveth	3	ISO 9001	Versions of the standard - Its terms	The lecture	the exams

Thirteenth	3	Other standard	- Education specifications overview - An overview of the environmental management standard	The lecture	Exams
fourteenth	3	The relationship of the quality system to quality management	Quality systems and the stages of reaching comprehensive quality management	The lecture	Oral and written tests
Fifteenth	3	Exams		The lecture	Exams