



**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation
Apparatus
Quality Assurance and Academic Accreditation
Department**



Al-Huda University College

Course description

Department of Business Administration Techniques

2026-2025

First level

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information				
Module Title	Fundamentals of Management		Module Delivery	
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar	
Module Code	FM1101			
ECTS Credits	8			
SWL (hr/sem)	200			
Module Level	1	Semester of Delivery		1
Administering Department	BMT	College	HAD	
Module Leader	Mohammed Abdel Fattah Hamad		e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer		Module Leader's Qualification	M.S.C
Module Tutor	Mohammed Abdel Fattah Hamad		e-mail	mohammed.abdf@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq	
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1	

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

Module Aims	The objectives of the curriculum are: 1. To introduce students to the concepts and foundations of management, as well as to provide them with theoretical concepts related to the theory of administrative work and its applications to achieve comprehensive goals in many areas of life. 2. To enable students to work in the administrative field and make decisions, and to provide them with experience in general management and develop their research capabilities, as this is a subject needed at every career level. 3. To provide students with a basic knowledge base on how to manage themselves in the future and how to make decisions. .3To establish a basic knowledge base for students, and to enable them to understand and comprehend the contents of this subject, which constitutes the primary gateway to their specialization, especially since work is accomplished in two ways: (accurate knowledge of the work, and the shortest and most cost-effective methods).
Module Learning Outcomes	1. Understand the role of the manager, the duties they perform, and how they manage them. 2. Understand the evolution of the concept of management over time and which schools of thought can be adopted. 3. Understand the modern approach to management and the models that can be used in practice. 4. Learn how to plan at the individual level and then at the organizational level, and how to prepare a strategic plan. 5. Learn how to prepare operational plans and the tools used for this. 6. Identify appropriate alternatives and options for a given administrative situation and how to make decisions about them, and how to use information in decision-making. 7. Understand functional design and the forces affecting the organizational structure.
Indicative Contents	. 1 .1Knowledge of administrative functions and organizational functions, and how to define future goals and how to plan and organize to achieve those goals in different work environments [20 hours]. .2Knowledge of how to prepare organizational structures, define the chain of command and scope of supervision, and define powers and responsibilities by learning how to work within a teamwork system. Learning how to monitor plan implementation and identify and address deviations [20 hours]. 3. Acquiring a number of skills, including (the ability to think creatively and analyze objectively, the ability to represent theoretical material with examples from real life, and the ability to sequence ideas and connect topics) [19 hours].

Learning and Teaching Strategies

Strategies	1– Lectures: These present the course material, introducing the basic concepts and necessary knowledge. 2– Discussions with students by organizing interactive sessions on various topics, which enhances interaction, the exchange of ideas and opinions, and strengthens students' understanding of the scientific material. 3– Case studies: These are an educational tool for illustrating the practical applications of theoretical concepts and motivating students to think analytically and make decisions. 4– Continuous assessment: Using a variety of assessment methods to measure students' progress and understanding of the material, including tests
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Student Workload (SWL)

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	141	Unstructured SWL (h/w)	8
Total SWL (h/sem)	200		

Module Evaluation

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,...7
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	A conceptual introduction to management and managers, the concept of management and managers, approaches to studying management, organizational activities, challenges facing contemporary management.
Week 2	Manager's tasks and skills, administrative skills, manager's roles, manager's functions, development of administrative thought, scientific management movement.
Week 3	The development of administrative thought: the classical school, the scientific management school, the administrative divisions school, the bureaucratic school, the humanistic school, the contemporary school.
Week 4	Open organization theory, quantitative management, Japanese management.
Week 5	Management environment, the concept of environment and its types, the private environment and its components, the general environment and its components, the mutual impact between the organization and the work environment.
Week 6	Organizational goals and administrative planning, goals and objectives, types of organizational goals, requirements for setting goals, management by objectives.
Week 7	Strategic planning, concept of strategy, important factors in determining strategy, components of an organization's strategy.
Week 8	Steps for making strategic decisions, strategic levels,
Week 9	Management functions, planning, nature of planning, types of operational plans.
Week 10	Organizing the planning function, organizational components and planning practice, planning obstacles and treatments.
Week 11	Administrative decision making, concept of decision making, types of decisions, basic models of decision making, information needed for decision making, steps of decision

	making, methods of developing organizational creativity.
Week 12	Job design, organization and forces affecting the organizational structure, organizational design patterns, human aspects related to formulating the organizational structure, authority, chain of command, delegation of authority, decentralization, internal organizational relations.
Week 13	The leadership function of the manager, participatory management, the nature of communication, communication channels, communication obstacles, effective communication, groups in the organization, meeting management, the nature and types of control.
Week 14	Control in its strategic and social framework, social responsibility of organizations, management ethics, control tools and methods.
Week 15	Final Exam Preparation

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	A case study on the concept of management, its importance, objectives, and its relationship to other sciences..
Week 2	A case study on the development of administrative thought, the scientific management movement, the bureaucratic school, and administrative divisions.
Week 3	A case study on behavioral schools, human relations school, system theory, situational school
Week 4	A case study on administrative functions, planning, its objectives, and the theory of management by objectives.
Week 5	A case study on organization, its objectives, steps, types, advantages and principles of organization.
Week 6	A case study on organization, its objectives, steps, types, advantages and principles of organization.
Week 7	Authority and responsibility, centralization and decentralization, communication and its theories, motivation, motivation theories, leadership, concept, importance, leadership styles, control, concept, elements, types of control.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1. Al-Amri and Al-Ghalbi, Saleh Mahdi, and Taher Mohsen, (2008), "Business Administration," Wael Publishing House, Amman, Jordan. 2. Barnouti, Suad Naif, (2008), "Management - Fundamentals of Business Administration," Wael Publishing House, 4th ed., Amman, Jordan. 3. Ziara, Farid Fahmi, (2009), "Management Functions," Al-Yazouri Scientific Publishing and Distribution House, Arabic Edition, Amman, Jordan. 4. Al-Shamaa, Khalil Muhammad Hassan, (2022), "Principles of Management," Wael Publishing and Distribution House, Amman, Jordan.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A – Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C – Good	جيد	70 - 79	Sound work with notable errors
	D – Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E – Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Fundamentals of Computer أساسيات الحاسوب		Module Delivery
Module Type	Basic		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☒ Practical ☐ Seminar
Module Code	MTU1004		
ECTS Credits	3		
SWL (hr/sem)	75		
Module Level	UGI	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mushtaq Mohammed	e-mail	mushtaq.m@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.Sc.
Module Tutor	Mushtaq Mohammed	e-mail	mushtaq.m@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. Utilize the computer for fundamental tasks. 2. Identify and discuss the hardware components of the computer system. 3. Creating documents using a word processor and creating presentations. 4. To describe the evolution of computer networks and the Internet. 5. To describe the difference between a computer network and a distributed system. 6. To explain the difference between LAN, MAN, WAN.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. Understand the basics of computers, their types and classifications. 2. Understand the physical input units. 3. Understand the physical output units. 4. Understanding operating systems and application programs. 5. Dealing with the Windows 10 operating system. 6. Knowing how to work with Word, Excel, Presentation programs. 7. Knowledge of the concepts of the Internet and the Web. 8. Knowledge of the concept of computer networks. 9. Know how to compare computer networks. 10. Know how to configure email. 11. Know how to computer troubleshoot.
Indicative Contents	Indicative content includes the following. 1. This module, directed to first-year students in the Department of Total Quality Management Technologies, dealt with introducing the student to what a computer and what input and output devices [3]. 2. This module, directed to first-year students in the Department of Total Quality Management Technologies, dealt with introducing the student to what is the internal structure of a computer [9]. 3. This module, directed to first-year students in the Department of Total Quality Management Technologies, dealt with introducing the student to what is the Windows 2010 operating system [6]. 4. This module, directed to first-year students in the Total Quality Management Techniques Department, dealt with introducing the student to the basics of Office programs (Word and Excel, Presentation) [21]. 5. This module, directed to first-year students in the Department of Total Quality Management Technologies, dealt with introducing the student to the components of computer networks [3]. 6. This module, directed to first-year students in the Total Quality Management Techniques Department, introduced the student to how to compose an email and also how to computer troubleshoot [3]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, Practical testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	45	Structured SWL (h/w)	3
Unstructured SWL (h/sem)	30	Unstructured SWL (h/w)	2
Total SWL (h/sem)	75		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	20% (10)	5	LO #1,2-9
	Assignments	2	10% (20)	7 , 10	LO # 10
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Introduction to Computer: Concepts of hardware and software with their components, concept of computing, data and information, applications of information electronics and communication technology (IECT), connecting input/output devices, and peripherals to CPU.
Week 2-3	Computer components: computer portions, hardware parts, i/o units, memory types, basic CPU components, computer ports, personal computer, personal computer (features and type).
Week 4-	Operating system and graphical user interface GUI: Operating system, basics of common

5-	operating system, the user interface, using mouse techniques, use of common icons, status bar, using menu and menu-selection, concept of folders and directions, opening and closing of different windows, creating short cuts.
Week 6	Mid-Term Exam
Week 7-8	Word Processing: word processing basics, opening and closing of documents, text creation and manipulation, formatting of text, table handling, spell check, language setting and thesaurus, printing of word document.
Week 9-10	Spreadsheet: basics of spreadsheet, manipulation of cells, formulas and functions, editing of spreadsheet, printing of spreadsheet.
Week 11-12	Presentation Software: Basics of presentation software, creating presentations, preparation and presentation of slides, slide show, taking printouts of presentation/ handouts.
Week 13	Introduction to internet and web browsers: Computer networks basics, LAN, WAN, concept of internet and its applications, Connecting to internet, world wide web, web browsing software, search engines, understanding URL, domain name, IP address.
Week 14	Communications and Emails: Basics of electronic mail, getting an email account, sending and receiving emails, Accessing sent emails, using emails, document collaboration. Computer Troubleshooting: Identify and solving common hardware and software problems that computer users encounter. Basic troubleshooting techniques and tools for diagnosing and resolving issues (Electronic Intrusion & Viruses)
Week 15	Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Explaining input and output devices practically.
Week 2-3	Explain the internal structure of the computer.
Week 4-5	Explanation of operating systems and application programs.
Week 6-8	Explain the Word Program.
Week 9-10	Explain the Excel Program.
Week 11-12	Explain the Presentation Program.
Week 13	Explain computer networks basics.

Week 14	Explain communications and Emails, Computer Troubleshooting (Electronic Intrusion & Viruses).
Week 15	Final Exam.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	□ Al-Khader Ali Al-Khader, researcher, "Computer Basics", 2016. □ Ziad Muhammad Abboud, researcher," Computer Basics and Office Applications" , 2014. □ G. Brown and D. Watson, "Cambridge IGCSE Information and Communication Technology," 3rd ed. Cambridge, U.K.: Cambridge Univ. Press, 2020. □ A. Evans, K. Martin, and M. A. Poatsy, "Technology in Action Complete," 16th ed. Boston, MA, USA: Pearson, 2020.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information				
معلومات المادة الدراسية				
Module Title	Statistics الإحصاء		Module Delivery	
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar	
Module Code	S1203			
ECTS Credits	5			
SWL (hr/sem)	125			
Module Level	UGI	Semester of Delivery		2
Administering Department	BMT	College	HAD	
Module Leader	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Professor	Module Leader's Qualification	Ph.D.	
Module Tutor	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1	

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	None
Co-requisites module	None	Semester	None

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. To explain the fundamental concepts of descriptive statistics. 2. To describe the techniques of sampling to select samples. 3. To represent data via figures and plots. 4. To describe central tendency measures for data. 5. To describe dispersion measures for data points. 6. To explain the correlation among variables. 7. To explain the fundamentals of regression analysis and its concepts.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. Understand the basic concepts of statistics science. 2. Determine the proper sample size for survey studies and researches. 3. Visualize different types of data in more informative plots.. 4. Summarize data in frequency tables. 5. Summarize data by using central tendency measures. 6. Compute the dispersion in data. 7. Identify the relationships among variables. 8. Compute and measure the effects of one variables on other variables. with comment.
Indicative Contents	Indicative content includes the following. <u>1</u>- Statistics Definition and its important, [6 hrs.] <u>2</u>- The sampling techniques for sample size determination, [6 hrs.] <u>3</u>- Construct of frequency table, [6 hrs.] <u>4</u>- Compute central tendency measures with properties, [6 hrs.] <u>5</u>- Compute dispersion measures with its properties, [10 hrs.] <u>6</u>- Determine the relationship among variables, [14 hrs.] <u>7</u>- Compute the regression analysis for dependent and explanatory variables, [11 hrs.]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	66	Unstructured SWL (h/w)	5
Total SWL (h/sem)	125		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	6,10	LO #1,2,...6
	Assignments	2	10% (10)	7, 11	LO # 6
	Seminar	1	10% (10)	13	LO # 5
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

Week	Material Covered
Week 1	Introduction to statistics, its important, types of variable and samples. Statistical summation notation symbols with its properties.
Week 2	Statistical multiplication notation symbols with its properties.
Week 3	Construction frequency tables and its types for discrete variable.
Week 4	Construction frequency tables and its types for continuous variable.
Week 5	Geometrical representational of data (single and double bar charts, Rectangular, Pie and Line Chart
Week 6	Mid-Term Exam
Week 7	Central tendency measures: arithmetic mean.
Week 8	Median , mode , geometric and hormonal mean with its relationships
Week 9	Dispersion measures: Range, standard deviation, mean deviation, coefficient of variation and standard score.
Week 10	Correlation analysis, Pearson correlation coefficient.
Week 11	Coefficient of rank correlation “Spearman” and coefficient of association.
Week 12	Coefficient of contingency for association measure.
Week 13	Regression analysis
Week 14	Simple linear regression fitting
Week 15	Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	None
Week 2	None
Week 3	None
Week 4	None
Week 5	None
Week 6	None
Week 7	None

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	A. Statistics for Administrative and Accounting Specialties, Prof. Dhafer Hussein Rashid and Kamal Alwan Al-Mashhadani, University of Baghdad, 2016. B. Statistics, Dr. Mahmoud Hassan Al-Mashhadani and Amir Hanna Hormuz, University of Mosul, 1989. C. Introduction to Statistics, Khasha Al-Rawi, University of Mosul, 1980	No No No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Mathematics الرياضيات		Module Delivery
Module Type	Supplementary		☐ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	MB3104		
ECTS Credits	7		
SWL (hr/sem)	175		
Module Level	1	Semester of Delivery	
Administering Department	BMT	College	HAD
Module Leader	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Professor	Module Leader's Qualification	Ph.D.
Module Tutor	None	e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. Build a foundational understanding of key mathematical principles and rules that support quantitative methods in business-related subjects. 2. Equip students with the skills to solve mathematical problems using various techniques, including fractions, exponents, factors, and linear equations. 3. Enable students to apply mathematical concepts such as matrices, determinants, and functions to analyze data and solve real-world business problems. 4. Develop the ability to use mathematical methods for interpreting and evaluating business-related data in order to support decision-making processes. 5. Prepare students to utilize mathematical tools in various contexts, such as solving equations, understanding functions, and working with vectors and matrices.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. Understand and apply basic mathematical concepts, including fractions, exponents, factors, and their operations. 2. Solve linear and quadratic equations using appropriate methods, such as the root method and Cramer's rule. 3. Work with matrices, including operations such as transpose, adjoint, cofactor, and inverse matrices. 4. Calculate determinants and use them in solving systems of linear equations. 5. Identify and understand different types of functions, including quadratic functions, and determine their domain and range. 6. Apply mathematical methods for analyzing data and solving business-related problems. 7. Utilize vectors and their operations in mathematical modeling and business applications. 8. Solve systems of equations using matrices and determinants and apply these methods in real-world scenarios. 9. Analyze and simplify complex mathematical expressions and equations for decision-making purposes.
Indicative Contents	Indicative content includes the following. Review of Numbers, Types, and Properties – Overview of number types (integers, rational, irrational, etc.), and their properties. [6 hrs.] Fractions and Their Operations – Introduction to fractions, and operations including addition, subtraction, multiplication, and division, along with practical examples. [6 hrs.] Solving Linear Equations (First-Degree) – Methods for solving first-degree linear equations using the root method. [6 hrs.] Quadratic Equations (Second-Degree) – Techniques for solving second-degree

	(quadratic) equations using the root method. [6 hrs.] Matrices: Types and Operations – Introduction to matrices, including transpose matrix, adjoint matrix, cofactor matrix, and inverse matrix, with application examples. [6 hrs.] Determinants – Explanation of determinants and methods for finding their values, and application in solving systems of equations. [6 hrs.] Vectors and Their Operations – Introduction to vectors, operations on vectors, and their application in solving business problems. [6 hrs.] Combinations of Functions – Analysis and manipulation of combined functions. [6 hrs.] Solving Systems of Equations Using Matrices – Application of matrices, including Cramer’s rule, in solving systems of linear equations. [6 hrs.]
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Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	116	Unstructured SWL (h/w)	8
Total SWL (h/sem)	175		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	3, 10	LO #1,2,...,5,
	Assignments	2	10% (10)	7, 11	LO # 9
	Seminar	1	10% (10)	13	LO # 8
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	General review of numbers, their types, and properties.
Week 2	Fractions and their operations.
Week 3	Exponents and their operations.
Week 4	Factors.
Week 5	Simplification of linear equations and solving first-degree equations using the root method.
Week 6	Standard method for solving first-degree equations.
Week 7	Coefficients method for solving linear equations.
Week 8	Matrix method for solving.
Week 9	Double exponents and their calculation methods.
Week 10	Factors and their simplifications.
Week 11	Linear and quadratic equations.
Week 12	Functions, their types, and finding domain and range.
Week 13	Vectors and their operations.
Week 14	Matrices and their types.
Week 15	Preparatory week before the final Exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	☐ Anton.Havward"calculus" 6th ed.New York: Wiley 8 son .Inc 1999 ☐ Tan s.T. "Applied Finite Mathematics" 2th ed. Pws-kent pub. Company 1998 ☐ Al-Bayati, Dr. Mahmoud Mahdi, Al-Qadi, Dr. Dalal, "Mathematics and its Applications in Administrative and Economic Sciences, First Edition 2006, Dar Al-Jahid for Publishing and Distribution - Amman"	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	English language I اللغة الإنكليزية 1		Module Delivery
Module Type	Basic		☒ Theory ☐ Lecture ☐ Lab ☐ Tutorial ☒ Practical ☐ Seminar
Module Code	MTU1002		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	1	Semester of Delivery	
Administering Department	BMT	College	HAD
Module Leader	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	None	e-mail	e-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	This semester aims to develop students' knowledge, understanding, and fluency in English and build their skills as effective communicators in daily activities and universal topics. Students improve their language control by reading and viewing a range of texts, listening to various audios, practicing speaking, discovering grammar used in everyday activities, and learning basic writing skills.
Module Learning Outcomes	1- Learn about Parts of speech and how to make a sentence, use vocabulary related to greetings ("How are you?" and "What's this in English?") and be able to greet others using greeting phrases. 2- Learn about Four Basic sentence structures: (simple sentence, compound sentence, compound-complex sentences) to write a paragraph and develop sentences. 3- Develop the ability to form questions. Differentiate between adjectives and nouns. 4- Use "am/is/are" in negatives, questions, and short answers. Learn about jobs and personal information vocabulary. 5- Use possessive adjectives, possessives ('s), and "has/have.", Learn about family members and describe a friend. Write about "my best friend" and how to describe it. 6- Use present simple tense, "a" and "an," and adjective + noun structure; learn about sports, food, drinks, adjectives, verbs, languages, and nationalities vocabulary. Engage in Holidays Focus on adverbs of frequency, questions, and negatives. Learn about time, verbs and nouns, words that go together. 7- Use question words, pronouns, and "this" and "that." Learn about adjectives, opposite adjectives, and places. Read and write postcards. 8- Have the ability to use "there is/are" and prepositions, talk about hometown, and make sentences containing vocabulary about rooms, furniture, and locations. 9- Use "was/were" and past simple tense (regular and irregular verbs), Sports and Leisure 10-listen and write Your Last Holiday (develop sentences) 11-can express weekend activities such as sports, leisure, and seasons. 11-know how to request and offer, use can and can't. learn Vocabulary, verbs and nouns that go together 12-Reading and listening to the passage; The Internet! and Answer the Questions

	13-study about making a question using I'd like, some and any, like and would like. Reading the passage "She only eats junk food (BURGER QUEEN)" and Answer the Questions.
Indicative Contents	Indicative content includes the following. 1- Vocabulary: Building a basic vocabulary for (sports, food, drink, shops, birthday wishes, seasons, weekends, hometowns, jobs, and furniture) and increasing word knowledge related to everyday topics and situations. (7 h) 2- Grammar: Introducing and practicing essential grammatical structures and concepts, such as verb to be, verb tenses, sentence formation, making questions, and basic sentence patterns. (15 h) 3- Reading: Developing reading skills through texts and activities that enhance comprehension, vocabulary, and critical thinking. (10 h) 4- Writing: Building writing skills by practicing sentence and paragraph construction and simple compositions. (5 h) 5- Listening: Enhancing listening comprehension through audio materials, dialogues, and exercises. (8 h) 6- Speaking: Encouraging oral communication skills by engaging in conversations and discussions about the introduction, greeting, talking about family and best friends, and expressing weekend activities. (5h)

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exams, and quizzes.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	31	Structured SWL (h/w)	2
Unstructured SWL (h/sem)	19	Unstructured SWL (h/w)	1
Total SWL (h/sem)	50		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	7, 14	LO#1-10
	Assignments 1	1	10% (10)	4	LO # 1-14
	Assignments 2	1	10% (10)	6	LO # 1-8
	Reports	1	10% (10)	11	LO #4-8
Summative assessment	Midterm Exam	1hr	10% (10)	8	LO # 1-6
	Final Exam	3hr	50% (50)	15	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Grammar: <i>Parts of speech:</i> (n., v., adj., adv.), <i>Sentence type:</i> Four Basic Sentences structure: (simple sentence, compound sentence, compound-complex sentences) Vocabulary: How are you? Countries, adjectives, nouns.
Week2	Read and listen: where are they from? Writing: <i>Develop sentences</i>
Week 3	Grammar: Am, is, are, <i>Negatives, Questions, Short Answers, possessive 's, has/have</i> , adjective + noun. Vocabulary: jobs, personal information, the family, describing a friend.
Week 4	Reading and writing: <i>My Best Friend, a description of a friend</i> Listening: <i>Describe your best friend (podcast) - Assignment</i>
Week 5	Grammar: <i>Present Simple / Things I Like</i> Vocabulary: sports/food/drinks, adjectives, verbs, languages and nationalities. words that go together.
Week 6	Speaking: <i>Katya's Day</i> Listening and speaking: <i>Daily Routine (podcast) - Assignment</i>

Week 7	Review + QUIZ
Week 8	Midterm Exam
Week 9	Grammar: Past Simple - Irregular verbs. There is/ are, any Vocabulary: Nouns, prepositions, rooms and furniture, in and out of town.
Week 10	Reading and speaking: <i>Sydney</i> - Answer the Question Listening and Repeat: a <i>podcast</i> about describing a <i>city/ house</i>
Week 11	Grammar: <i>Was/ Were born, Past Simple- Regular and Irregular verbs</i> Vocabulary: Sports and Leisure
	Reading and speaking: <i>Holidays (podcast)</i> Writing: <i>Your Last Holiday (develop sentences) – Report</i>
Week 12	Grammar: <i>Can / Can't - Request and offers</i>
	Vocabulary: <i>verbs and nouns that go together</i> Reading and listening: <i>The Internet! - Answer the Question</i>
Week 13	Grammar: <i>I'd like, some and any, like and would like.</i>
	Reading: <i>She only eats junk food (BURGER QUEEN)-Answer the Question</i>
Week 14	Preparatory week before the Final Exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Recommended Texts	☐ New Headway Plus Special Edition Beginner, By John Soars, Liz Soars. ☐ "Longman Preparation Course for the TOEFL Test", Second edition, Deborah Phillips.	Yes

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work is required, but credit is awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

Module Information				
Module Title	Arabic Language		Module Delivery	
Module Type	Basic		☒ Theory ☐ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☐ Seminar	
Module Code	MTU1001			
ECTS Credits	2			
SWL (hr/sem)	50			
Module Level	UGI	Semester of Delivery		
Administering Department	Business Management Techniques	College	HAD	
Module Leader	Imad Abdullah Mansi		e-mail	emad.abd@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer		Module Leader's Qualification	M.S.C
Module Tutor	None		e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025		Version Number	1.0

Relation with other Modules			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

Module Aims	The course objectives are for the student to be able to: 1. Identify common grammatical errors, explain their causes, and how to avoid them. 2. Learn the rules related to the tied taa, the long taa, and the open taa, and how to write them correctly. 3. Learn the rules for writing the extended alif and the short alif, and how to use the solar and lunar letters correctly. 4. Identify the letters dad and dha and know how to distinguish between them in writing. 5. Learn how to write the hamza correctly according to grammatical rules. 6. Identify punctuation marks and use them correctly in texts. 7. Understand the differences between nouns and verbs and distinguish between them in sentences. 8. Understand the objects and how to use them correctly in texts. 9. Learn numbers and numbers and their use in expressing quantities. 10. Avoid common grammatical errors in practical contexts to enhance grammar understanding and improve language skills. 11. Study nun and tanween, understand the meanings of prepositions, and use them correctly in sentences. 12. Focus on the formal aspects of administrative discourse and how to write it correctly and appropriately. 13. Learn the language of administrative discourse and understand its use in administrative communication. 14. Understand examples of administrative correspondence to apply the concepts and skills acquired in administrative discourse.
Module Learning Outcomes	The learning outcomes for this course are: 1. Students will be able to analyze and identify common grammatical errors and apply correct rules to avoid them. 2. Students will be able to correctly use the grammatical rules related to the closed, long, and open taa. 3. Students will be able to correctly use the extended and shortened alif and use the solar and lunar letters. 4. Students will be able to distinguish between the letters Ḍād and Ḍād and apply correct writing rules. 5. Students will be able to correctly write the hamza according to grammatical rules. 6. Students will use punctuation correctly in written texts. 7. Students will understand the differences between nouns and verbs and be able to use them correctly in sentences. 8. Students will be able to correctly use objects in written texts. 9. Students will be able to correctly use numbers and numbers to express quantities. 10. Students will be able to correctly apply common grammatical errors in practical contexts and correct them appropriately. 11. Students will understand the use of nun and tanween, the meanings

	of prepositions, and use them correctly in sentences. 12. The ability to write administrative letters in a correct and appropriate style and understand the language of administrative letters. 1. 13. Apply the concepts and skills acquired in writing administrative correspondence correctly and effectively.
Indicative Contents	The guiding content in the language course includes a set of concepts and topics covered throughout the learning process. Important guiding content includes: 1. An introduction to linguistic errors and a definition of the connected taa', the extended taa', and the open taa'. (4 hours) 2. Rules for writing the extended and shortened alif and identifying the solar and lunar letters. (4 hours) 3. Studying the letters dad and dha' and learning how to write them correctly. (4 hours) 4. Learning to write the hamza correctly according to linguistic rules. (4 hours) 5. Studying punctuation marks and learning how to use them correctly in linguistic texts. (4 hours) 6. Recognizing nouns and verbs, distinguishing between them, and understanding the rules related to them. (4 hours) 7. Studying objects and learning how to use them in linguistic sentences. (4 hours) 8. Recognizing numbers and using them correctly in phrases and sentences. (4 hours) 9. Studying common linguistic errors and their applications in linguistic texts. (4 hours) 10. Learn the use of nun and tanween, understand the meanings of prepositions, and use them correctly in sentences. (3 hours) 11. Identify the formal aspects of administrative discourse and understand its language and grammar. (3 hours) 12. Study examples of administrative correspondence and apply them in writing. (3 hours) This guiding content provides students with a comprehensive understanding of linguistic concepts, grammar, and practical applications that help them develop their language skills.
Learning and Teaching Strategies استراتيجيات التعلم والتعليم	
Strategies	The teaching and learning strategies used in the language course include a variety of approaches and techniques that enhance students' learning. These strategies include: 1. Active Interaction: Students are encouraged to participate and actively participate in lessons through group discussions and interactive activities. 2. Cooperative Learning: Students are encouraged to collaborate and cooperate through group work and group projects, where students collaborate with each other to achieve specific learning objectives. 3. Practical Application: Students are provided with opportunities to apply acquired concepts and skills in practical and realistic contexts,

which enhances effective interaction with the subject.

4. Use of Modern Technologies: Students benefit from the use of technology in the learning process, such as using computers and the internet for research and self-study.

5. Providing Immediate Feedback: Students are provided with immediate feedback and continuous assessment, both oral and written, which helps them improve their performance and develop their skills.

6. Diversifying Communication Methods: A variety of communication and teaching methods are used, such as explanatory lectures, group discussions, practical activities, and presentations, to meet the different learning needs and styles of students.

By using these strategies, students' interaction and effective learning are enhanced, motivating them to participate and acquire knowledge and skills in a comprehensive and engaging manner.

Student Workload (SWL)

الحمل الدراسي للطلاب محسوب لـ ١٥ أسبوعاً

Structured SWL (h/sem) الحمل الدراسي المنتظم للطلاب خلال الفصل	31	Structured SWL (h/w) الحمل الدراسي المنتظم للطلاب أسبوعياً	2
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطلاب خلال الفصل	19	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطلاب أسبوعياً	1
Total SWL (h/sem) الحمل الدراسي الكلي للطلاب خلال الفصل	50		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....8
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Introduction to Grammatical Mistakes - The Taa Marbuta, the Long Taa, and the Open Taa
Week 2	Rules for Writing the Extended and Shortened Alif - The Solar and Lunar Letters
Week 3	The Dhad and the Dhad
Week 4	Writing the Hamza
Week 5	Punctuation Marks: Nouns, Verbs, and Differentiating Between Them
Week 6	Mid-Term Exam
Week 7	Effects
Week 8	Number
Week 9	Applications of common linguistic errors
Week 10	Noon and Tanween - Meanings of prepositions
Week 11	Formal aspects of administrative discourse
Week 12	Language of administrative discourse
Week 13	Samples of administrative correspondence
Week 14	Samples of administrative correspondence
Week 15	Final Exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	• ملزمة اللغة العربية (المعجمة من وزارة التعليم العالي والبحث العلمي)	Yes
Recommended Texts		No
Websites	The Collage E-Library	

Grading Scheme مخطط الدرجات				
Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Financial Accounting المحاسبة المالية		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	FA1202		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	UGI	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	None	e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	FA1102	Semester	1
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1- To describe the importance of financial accounting. 2- To know the purchase & sales discount. 3- To know the purchase and sales by check. 4- To get knowledge of Notes payable and Notes. 5- To get knowledge of deferrals and accruals. 6- To correct accounting Errors.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. know Concepts Financial accounting, The importance of financial accounting ,its objectives , and benefits and the Characteristics of Financial accounting. 2. know The Financial accounting system , Elements of the Financial accounting system , The nature of Financial accounting and its role as an information system. 3. know the types of loans. 4. know the extinction, the reasons for calculating the extinction and the factors that are taken in calculating the extinction.. 5. know the accounting entries for the sale of fixed assets. 6. correct errors in accounting entries in both ways, the abbreviated method and the lengthy method. 7. have knowledge of the financial statements 8. set up a trading account and prepare a profit and loss account 9. prepare the trial balance 10. prepare a statement of financial position and prepare final accounts and financial statements. 11. know the restriction settlements.
Indicative Contents	Indicative content includes the following. Purchase & sales discount (Trade discount).[6 hrs] Purchase & sales discount (cash discount, quantity discount). Purchase & sales by check, refusing check collection. [6 hrs] Loan transactions and its interest. [3 hrs] Collection in real deserting time, collection by bank. Notes payable and Notes receivable. [6 hrs] Notes discounting, refusing of notes. Endorsement of notes, Notes renew. Deferrals and Accruals-(prepaid expenses, Unearned Revenue) [10 hrs] Correcting of accounting Errors (long a broach) [3 hrs]

	Correcting of accounting Errors (short a broach). [3 hrs]
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Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies

Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.

Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)

59

Structured SWL (h/w)

4

Unstructured SWL (h/sem)

141

Unstructured SWL (h/w)

10

Total SWL (h/sem)

200

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....8
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	
Week 3	
Week 4	
Week 5	
Week 6	

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Concepts Financial accounting, The importance of financial accounting ,its objectives , and benefits and the Characteristics of Financial accounting.
Week 2	The Financial accounting system , Elements of the Financial accounting system , The nature of Financial accounting and its role as an information system.
Week 3	Loan transactions and its interest.
Week 4	Depreciation ,Reason for Calculating Depreciation ,Factors taken into account of Depreciation. Selling fixed assets.
Week 5	Correcting of accounting Errors (long a broach).
Week 6	Mid-Term Exam
Week 7	Correcting of accounting Errors (short a broach).
Week 8	Trial Balance
Week 9	Financial statements, Income statement .
Week 10	The closing Account (Trading Account - operational account)
Week 11	The closing Account (Trading Account - operational account)
Week 12	The closing Account (Profit and Loss Account) .
Week 13	The closing Account (Profit and Loss Account) .
Week 14	The closing Account (Balance sheet).
Week 15	Final Exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	☐ Philip E. Warren, & Carl S. Warren, Accounting principles, 1998 15 ed. ☐ Jar R. Williams & others, Financial Accounting, 2006 12 ed. ☐ John J Wild, Fundamental Accounting principles. 2008, 18 ed. ☐ Kieso, Donald , et al., " Intermediate Accounting	No

IFRS edition , John Wiley and sons Inc, U.S.A, 2018.

- Kieso, Donald , et al., "**Intermediate Accounting**" , John Wiley and sons Inc, U.S.A, 2010.

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 – 100	Outstanding Performance
	B - Very Good	جيد جدا	80 – 89	Above average with some errors
	C - Good	جيد	70 – 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 – 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 – 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
Module Title	Human Rights & Democracy حقوق الانسان والديمقراطية		Module Delivery
Module Type	Basic		☒ Theory ☐ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☐ Seminar
Module Code	MTU1006		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	1	Semester of Delivery	
Administering Department	BMT	College	HAD
Module Leader	Imad Abdullah Mansi	e-mail	emad.abd@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	M.s.c.
Module Tutor	None	e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

Module Aims أهداف المادة الدراسية	The module aims to: 1. To provide students with a comprehensive understanding of the historical development of human rights and their significance in contemporary society. 2. To familiarize students with the concept and characteristics of human rights, enabling them to analyze and evaluate various human rights issues and challenges. 3. To explore the different generations of human rights, their evolution over time, and the implications for individuals and communities. 4. To examine the role of human rights in ancient civilizations and Abrahamic religions, highlighting the contributions and influences of these historical contexts. 5. To investigate the international and regional recognition of human rights through the study of key charters, conventions, and declarations, enabling students to comprehend the global framework for human rights protection and promotion.
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	1. Demonstrate a comprehensive understanding of the fundamental concepts and techniques of differential calculus, including limits, derivatives, and their applications in engineering contexts. 2. Apply differentiation techniques proficiently to solve a wide range of engineering problems, such as optimization, motion analysis, and cost and revenue optimization. 3. Utilize transcendental functions effectively in engineering applications, demonstrating competence in working with exponential, logarithmic, and inverse trigonometric functions. 4. Apply the principles of differential equations to model and analyze engineering systems, including growth and decay phenomena and electrical circuits. 5. Employ critical thinking and analytical skills to tackle real-world engineering scenarios, utilizing differential calculus concepts to develop innovative solutions.

Indicative Contents

المحتويات الإرشادية

1. Historical Evolution of Human Rights: This content will focus on tracing the historical development of human rights, from ancient civilizations to the modern era. It will explore significant milestones and events that shaped the concept of human rights over time. [11 hrs.]
2. Conceptual Foundations of Human Rights: This section will delve into the theoretical underpinnings and key concepts of human rights. It will cover topics such as universality, indivisibility, and the inherent dignity of every individual as the basis for human rights. [11 hrs.]
3. Generations of Human Rights: This content will examine the different generations or categories of human rights, including civil and political rights, economic, social, and cultural rights, and solidarity rights. Students will explore the interdependence and interrelatedness of these rights. [11 hrs.]
4. Human Rights in Practice: This section will analyze real-world examples and case studies to illustrate the application of human rights principles. It may include topics such as human rights violations, human rights advocacy, and the role of international and regional human rights mechanisms. [11 hrs.]
5. Emerging Issues in Human Rights: This content will explore contemporary challenges and emerging issues in the field of human rights. It may cover topics such as technology and human rights

Learning and Teaching Strategies

Strategies

The module will employ various learning and teaching strategies to enhance students' understanding and engagement. These strategies will include:

1. **Lectures:** Traditional lectures will be delivered by the instructor to provide foundational knowledge and concepts related to human rights. Lectures will offer comprehensive explanations, historical context, and theoretical frameworks.
2. **Discussions and Debates:** Interactive discussions and debates will be conducted to encourage critical thinking and active participation. Students will have the opportunity to express their opinions, engage in thoughtful debates, and analyze different perspectives on human rights issues.
3. **Case Studies:** Real-life case studies will be examined to illustrate the application of human rights principles in different contexts. Students will analyze and discuss these cases to develop problem-solving skills and gain a deeper understanding of the practical implications of human rights.
4. **Group Projects:** Collaborative group projects will be assigned to promote teamwork and research skills. Students will work together on specific human rights topics, conduct research, and present their findings to the class. This approach fosters teamwork, communication, and research abilities.
5. **Guest Speakers:** Inviting guest speakers, such as human rights activists, legal experts, or representatives from relevant organizations, will provide students with firsthand insights into the practical aspects of human rights work. Guest speakers can share their experiences, expertise, and engage in interactive discussions with students.
6. **Multimedia Resources:** Utilizing multimedia resources such as videos, documentaries, and online platforms will enhance students' understanding and engagement with human rights topics. These resources can present real-life examples, testimonies, and visual representations to complement the theoretical aspects of the module.
7. **Critical Analysis and Reflection:** Assignments and assessments will encourage students to critically analyze human rights issues, reflect on their personal perspectives, and evaluate the impact of human rights violations and advancements. This will develop their analytical skills and foster a deeper understanding of the complex nature of human rights.
8. **Independent Study:** Students will be encouraged to engage in independent study, including reading relevant textbooks, scholarly articles, and reports. This will enable them to deepen their understanding of specific human rights topics, broaden their knowledge base, and develop self-directed learning skills.
9. Overall, these learning and teaching strategies aim to create an interactive and engaging learning environment, fostering critical thinking, active participation, and a deeper understanding of

Student Workload (SWL)

Structured SWL (h/sem)	31	Structured SWL (h/w)	2
Unstructured SWL (h/sem)	19	Unstructured SWL (h/w)	1
Total SWL (h/sem)	50		

Module Evaluation

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	20% (10)	3, 7, 11	LO #1, 3, and 5
	Assignments	2	10% (20)	2, 6, 13	LO # 2, 4, and 5
	Report	1	10% (10)	14	LO # 1-5
Summative assessment	Midterm Exam	2 hours	10% (10)	7	LO # 1-3
	Final Exam	3 hours	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

	Material Covered
Week 1:	Introduction to Human Rights (1 week). - Historical Development of Human Rights. - Concept and Characteristics of Human Rights. Importance and Relevance of Human Rights.
Week 2:	Human Rights in Ancient Civilizations (1 week). - Examination of Human Rights in Ancient Societies. - Contributions of Ancient Civilizations to Human Rights Principles.
Week 3:	Human Rights in Abrahamic Religions (1 week). - Exploration of Human Rights in Judaism, Christianity, and Islam. - Emphasis on the Personality of Prophet Muhammad (PBUH) and his Contribution to Human Rights.
Week 4:	Human Rights in the Medieval and Modern Ages (1 week). - Evolution of Human Rights during the Middle Ages and Modern Era. - Impact of Enlightenment and Renaissance on Human Rights.
Week 5:	Contemporary International Recognition of Human Rights (1 week). - Analysis of International Human Rights Instruments and Treaties. - Focus on the Universal Declaration of Human Rights (1948).
Week 6:	Regional Recognition of Human Rights (1 week). - Examination of Regional Human Rights Systems and Mechanisms. - Exploration of Non-Governmental Organizations' Role in Promoting Human Rights.
Week 7:	Human Rights in International Charters (1 week). - Study of Key International Charters and Conventions. - In-depth Analysis of the Universal Declaration of Human Rights (1948).

Week 8:	Human Rights in National Constitutions (Iraqi Constitutions) (1 week). - Examination of Human Rights Provisions in Iraqi Constitutions. - Comparative Analysis of Constitutional Safeguards for Human Rights.
Week 9:	Human Rights in Iraq after 2003 (Iraqi Constitution 2005) (1 week). - Overview of Human Rights Developments in Iraq post-2003. - Analysis of the Iraqi Constitution of 2005 and its Impact on Human Rights.
Week 10:	Safeguards of Human Rights at Various Levels (1 week). - Exploration of International, Regional, and National Mechanisms for Protecting Human Rights. - Focus on Genocide as a Violation of Human Rights.
Week 11:	Financial and Administrative Corruption (1 week). - Understanding the Phenomenon of Financial and Administrative Corruption. - Causes and Consequences of Corruption and Efforts to Combat it.
Week 12:	Week 12: Right to Water and Sustainable Management (1 week). - Importance of the Right to Water as a Human Right. - Strategies for Sustainable Water Management and Ensuring Access to Clean Water.
Week 13:	Week 13: Terrorism and its Impact on State and Society (1 week). - Examination of Terrorism and its Threat to Human Rights. - Analysis of Counter-Terrorism Measures and Balancing Human Rights Considerations.
Week 14:	Human Rights in Contemporary Issues (1 week). - Exploration of Current Human Rights Challenges and Debates. - Discussion on Emerging Human Rights Issues in the Modern World.
Week 15:	Review and Conclusion (1 week). Recap of Key Concepts and Themes Covered in the Module. Discussion on the Importance of Upholding and Promoting Human Rights in Today's Society.
Week 16	Preparatory week before the final Exam.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	1- "Human Rights in the Arab World: Issues and Challenges," by Ali Hijazi and Jamal Shaat. Edition: Second Edition, 2017. 2- "Human Rights Principles: Modern Concepts and Issues," by Ahmed Al-Majali and Ghassan Hamdan. Edition: First Edition, 2019.	Yes
Recommended Texts	1- "Human Rights and Democracy," by Mustafa Kamel Mahmoud, First Edition, 2015. 2- "History of Human Rights in Ancient and Medieval Times," by Nabil Rizk, Third Edition, 2012. 3- "Human Rights in Iraq: Reality and Challenges," by Saadallah Abbas, First Edition, 2014. 4- "Human Rights in Iraq: Concept and Development," by Abdul Karim Al-Samarrai, First Edition, 2018.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX - Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F - Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	English Readings for Management قراءات إدارية		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	ERM1205		
ECTS Credits	4		
SWL (hr/sem)	100		
Module Level	UGI	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer مدرس مساعد	Module Leader's Qualification	M.S.C
Module Tutor	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	MTU1002	Semester	I
Co-requisites module		Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. providing students with the common English terminologies used in the various fields of business administration in English 2. Improving the student's ability in the future to engage in any practical or academic activity and expansion of the student's ability to search for information in English 3. Developing the research skills in the English language 4. Explaining the basic methods of business management in English. 5. The student's ability to engage in any practical or academic activity improves in the future.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. The ability to understand the terms of administrative and managerial concepts in English. 2. Ability to relate between the gained knowledge and practical application 3. The ability to perform administrative functions in the field of business. 4. Enabling the student to understand the characteristics of the field of business management. 5. Acquiring theoretical administrative concepts.
Indicative Contents	Indicative content includes the following. - Management functions (Planning - Organizing - Staffing – Directing- Controlling). [9 hrs] - The concept and importance of production and operations management and its policies, production and operations systems, the concept of productivity and some related terms, the concept of productivity and factors affecting production efficiency and methods of measuring it, [9 hrs] - The concept and importance of marketing, its beginnings, characteristics, functions, and its relationship with other departments in the organization. It also addresses the elements of the marketing mix and the most important strategies followed in this regard. [9 hrs] - The concept and importance of materials management and the most prominent authorities and responsibilities of this department in the organization. It includes two parts: the purchasing function, which includes all work related to purchasing the organization's needs for materials, and the storage function, which includes all work related to preserving stored materials and their safety until the time they are needed for use or resale. [9 hrs] - Human Resource Development - Leadership Styles - Decision Making - Influencing Decision Making - Business and technology. [9 hrs]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	45	Structured SWL (h/w)	3
Unstructured SWL (h/sem)	55	Unstructured SWL (h/w)	4
Total SWL (h/sem)	100		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Definition of English terms related to the basic topics of the Business Administration Department
Week 2	Readings on selected topics in the field of management
Week 3	Practical uses of selected terms in management
Week 4	Classroom discussions in management
Week 5	Readings on selected topics in marketing Practical uses of selected terms in marketing
Week 6	Mid-Term Exam
Week 7	Classroom discussions in marketing
Week 8	Readings on selected topics in business administration
Week 9	Practical uses of selected terms in business administration
Week 10	Classroom discussions in business administration
Week 11	Readings on selected topics in materials and storage management
Week 12	Practical uses of selected terms in materials and storage management
Week 13	Classroom discussions in materials and storage management
Week 14	Readings on selected topics in strategic management
Week 15	Final Exam

Delivery Plan (Weekly process. Syllabus)

المنهاج الاسبوعي العملي

	Material Covered
Week 1	Practical examples on defining English terms related to the basic topics
Week 2	For the specializations of the Department of Business Administration
Week 3	Practical examples on readings for selected topics in the field of management
Week 4	Practical examples on practical uses of selected terms in the field of management
Week 5	Practical examples on classroom discussions in the field of management
Week 6	Practical examples on readings for selected topics in the field of marketing
Week 7	Practical examples on practical uses of selected terms in the field of marketing
Week 8	Classroom discussions in the field of marketing
Week 9	Practical examples on readings for selected topics in the field of business administration
Week 10	Practical uses of selected terms in the field of business administration
Week 11	Classroom discussions in the field of business administration
Week 12	Readings for selected topics in the field of materials and storage management
Week 13	Practical uses of selected terms in the field of materials and storage management
Week 14	Classroom discussions in the field of materials and storage management
Week 15	Preparatory week before the final Exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	☐ “David , Fred r.& David ,Forest r. (2017),"Strategic Management",1st edition, published by Vivar in Malaysia. ☐ “Philip Kotler, Armstrong, Gary & Balasubramanian, Sridhar (2024),principles of marketing", 9th edition, published by Pearson Education. ☐ “Krajewski, Lee J. , Malhotra Manoj K., & Ritzman ,Larry P.,(2016), Operations Management, Processes and Supply Chains", 1st edition,, published by Courier Kendallville in The United States of America. ☐ “Gomez – Mejia ,Luis R., Balkin , David B. ,& Cardy , Robert L. (2012), "Management Human Resources", 5th edition, published by Pearson Education. ☐ “Gopal Ca .C Rama,(2008), Financial Management", 1st edition, published by new Delhi. ☐ “Hopkin. paule, C. A.,(2017), fundamentals of Risk Management- Understanding, evaluating and implementing effective risk management ", 4th edition, published by Jellyfish,Hong Kong. ☐ MULLINS .LAURIE J. & REES GARY , (2023), " management & organizational Behavior", 13th edition, published by Pearson Education.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Principles of Business Management مبادئ إدارة الأعمال		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	PBM1201		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	UGI	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	FM1101	Semester	I
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims اهداف المادة الدراسية	1. Introducing students to the basic concepts and principles of the organization and its fundamental characteristics, which form the basis for understanding management as a science and practice. 2. Studying the evolution of management thought and developing administrative capabilities to confront the changing environment, as well as equipping students with the ability to plan and make decisions. 3. Enabling students to transfer the knowledge of management to develop practical skills by teaching them self-reliance through applying the functions of the organization and its relationships with departments (production management, marketing management, human resources management, financial and accounting management), and expanding students' understanding of the concept of business administration.
Module Learning Outcomes نتائج التعلم	1. The student will understand the organization, its legal forms, the importance of organizations in society, its legal form, and the factors influencing it. This will be achieved through an understanding of management mechanisms, techniques, and theories, as well as an understanding of the nature of management thought and its role in the development and evolution of organizations. Furthermore, they will be familiar with all administrative theories and the models that explain them. 2. Students will be introduced to the development of organizational thought (contemporary trends) and strategic management, as well as their understanding of the nature of the mutual influence between business organizations. 3. Students will be encouraged to think, analyze, and provide opinions.
Indicative Contents المحتويات الإرشادية	1. Knowledge of administrative functions and organizational functions, and how to define future goals and how to plan and organize to achieve those goals in different work environments [20 hours]. 2. Knowledge of how to prepare organizational structures, define the chain of command and scope of supervision, and define powers and responsibilities by learning how to work within a teamwork system. Learning how to monitor plan implementation and identify and address deviations [20 hours]. 3. Acquiring a number of skills, including (the ability to think creatively and

Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	141	Unstructured SWL (h/w)	9
Total SWL (h/sem)	200		

analyze objectively, the ability to represent theoretical material with examples from real life, and the ability to sequence ideas and connect topics) [19 hours].

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	1- Lectures: These present the course material, introducing the basic concepts and necessary knowledge.
	2- Discussions with students by organizing interactive sessions on various topics, which enhances interaction, the exchange of ideas and opinions, and strengthens students' understanding of the scientific material.
	3- Case studies: These are an educational tool for illustrating the practical applications of theoretical concepts and motivating students to think analytically and make decisions.
	4- Continuous assessment: Using a variety of assessment methods to measure students' progress and understanding of the material, including tests (exams) and group activities.

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....8
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	The concept of the organization, its types, characteristics, and importance to society, the development of administrative thought for the functions of the organization
Week 2	Production and Operations Function, Concept, Importance, and Advantages
Week 3	Production managers, sub-activities of the production function
Week 4	The relationship of the production department to other functions of the organization
Week 5	Marketing function, concept, importance, advantages, marketing managers, sub-activities of the marketing function
Week 6	Mid-Term Exam
Week 7	The relationship of the marketing department to other functions of the organization
Week 8	Human Resources Management Function, Concept, Importance, and Benefits
Week 9	Human Resources Managers, Sub-Activities of the Human Resources Function
Week 10	The relationship of the human resources management department to other functions of the organization
Week 11	The function of financial and accounting management, concept, importance and advantages
Week 12	Financial management managers, and sub-activities of the financial management function
Week 13	The relationship of the financial management department to other functions of the organization
Week 14	Other organizational functions – Public Relations – Information and Knowledge Resources – Research, Development and Creativity.
Week 15	Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	A case study on the concept of the organization, its types and functions
Week 2	A case study on the development of administrative thought for organizational
Week 3	A case study on the production function, the concept, importance, advantages and sub-activities of the production function as well as the relationship of the production department to other functions of the organization.
Week 4	A case study on the marketing function, the concept, importance, advantages and sub-activities of the marketing function
Week 5	A case study on the human resources function, the concept, importance, benefits and sub-activities of the human resources function and the relationship of the human resources department with other functions of the organization.
Week 6	A case study on the finance function, concept, importance, advantages, finance managers, sub-activities of the finance function, and the relationship of the finance department to other functions of the organization.
Week 7	A case study on research and development, and a general introduction to e-management.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1- Al-Asadi, Khalil Muhammad Al-Shamaa, (2022), "Management in a Changing World - Focus on Business Administration", Wael Publishing House, 1st ed., Amman,. 2- Jalab, Ihsan Dahash, (2016), "Managing Human Behavior in Organizations", Safaa Publishing and Distribution House, Amman, Jordan. 3- Al-Amri and Al-Ghalbi, Taher Mohsen and Saleh Mahdi, (2008), "Management and Business", Wael Publishing and Distribution House, 2nd ed., Amman, Jordan. 4- Maryam, Hussein, (2006), "Principles of Modern Management - Administrative Theories and Processes and Functions of the Organization", Al-Hamed Publishing and Distribution House, 1st ed., Amman, Jordan. Al-Otaibi, Subhi Jabr, (2005), "The Evolution of Thought and Methods in Management", Al-Hamed Publishing and Distribution House, Amman.	No

Grading Scheme

مخطط الدرجات

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MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information				
معلومات المادة الدراسية				
Module Title	Principles of Economics مبادئ الاقتصاد		Module Delivery	
Module Type	Supplementary		☐ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar	
Module Code	PE3106			
ECTS Credits	3			
SWL (hr/sem)	75			
Module Level	1	Semester of Delivery		1
Administering Department	BMT	College	HAD	
Module Leader	Mohammed Adil Awed		e-mail	mohammed.adil@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer		Module Leader's Qualification	M.Sc.
Module Tutor	None		e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1	

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. Providing students with the skills to understand the concepts of macroeconomics and microeconomics and their interrelationship. 2. Enabling students to deal with and interpret economic concepts in a way that supports administrative work. 3. Teaching students the concepts of supply and demand and the factors affecting them within the business environment. 4. Empowering students with the concepts of various pricing policies.
Module Learning Outcomes	After completing the semester, the student will be able to: 1. Explain economic concepts and human needs for the purpose of satisfying them. 2. Understand economic problems and their dimensions. 3. Distinguish between macroeconomic and microeconomic concepts and economic variables. 4. Understand the concepts of demand and supply and determine the equilibrium price. 5. Distinguish between the factors affecting demand and the demand function. 6. Understand supply, the concept of supply, and the law of supply. 7. Explain the mandatory pricing policy.
Indicative Contents	The indicative content includes the following: 1- Basic Economic Concepts, Concept of Economics. [6 hrs.] 2- The Economic Problem: First: Characteristics of the Economic Problem, Main Economic Problems. [6 hrs.] 3- Other Economic Concepts: First: The Economic System, Second: Economic Theory, Third: Microeconomics and Macroeconomics. [12 hrs.] 4- Demand and Supply and Determining the Equilibrium Price. [12 hrs.] 5- Demand Schedule, Demand Curve, Income Effect, and Substitution Effect. [12 hrs.] 6- Factors Affecting Demand, Demand and Supply Function, and Supply Function. [6 hrs.] 7- Forced Pricing Policy. [5 hrs.]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	16	Unstructured SWL (h/w)	1
Total SWL (h/sem)	75		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	3, 10	LO #1,2,...,5,
	Assignments	2	10% (10)	7, 11	LO # 9
	Seminar	1	10% (10)	13	LO # 8
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Basic economic concepts, the concept of economics, human needs and means of satisfying
Week 2	The Economic Problem: First: Characteristics of the Economic Problem, Main Economic Problems, *Economic Activities: First: Production, Second: Exchange, Third: Distribution, Fourth: Consumption
Week 3	Other economic concepts: First: The economic system, Second: Economic theory, Third: Microeconomics and macroeconomics, Fourth: Economic variables.
Week 4	Demand, supply, and determining the equilibrium price, *demand, the concept of demand, the law of demand
Week 5	Demand, supply, and determining the equilibrium price, *demand, the concept of demand, the law of demand
Week 6	Factors affecting demand, demand function, exceptions to the law of demand
Week 7	Elasticity of demand, first: price elasticity of demand, 1 – elastic demand

Week 8	Inelastic or slightly elastic demand, unitary elastic demand, inelastic demand – Perfectly elastic demand (infinitely elastic)
Week 9	Internal elasticity of demand, factors affecting price elasticity of demand, importance of studying price elasticity of demand
Week 10	Supply, concept of supply, law of supply
Week 11	Supply schedule, supply curve, factors affecting supply
Week 12	Elasticity of Supply Types of Elasticity of Supply 1- Inelastic Supply 2- Slightly Elastic Supply 3- Monoelastic Supply 4- Elastic Supply 5- Perfectly Elastic Supply
Week 13	Factors Affecting Supply Determining Equilibrium Price and Equilibrium Quantity Changes in Supply and Demand Condition
Week 14	1- Supply changes while demand remains constant 2- Demand changes while supply remains constant 3- Both supply and demand change Forced Pricing Policy
Week 15	Preparatory week before the final Exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	➤ - Dr. Afaf Abdul-Jabbar and Dr. Majeed Ali, "Introduction to Microeconomic Analysis," Dar Wael, Amman, 1997. ➤ 2- Dr. Salem Tawfiq Al-Najfi, "Introduction to Economics," University of Mosul, Dar Al-Kutub for Printing and Publishing, 1993. ➤ 3- Dr. Muwaffaq Ali Al-Khalil and others, "Principles of Economics," Dar Al-Hikma for Printing and Publishing, Technical Education Authority, Baghdad,	No

	1990.4-Microeconomic Theory , Schaum's Outline Series,1990.	
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Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Fundamentals of Accounting مبادئ المحاسبة		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	FA1102		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	1	Semester of Delivery	
Administering Department	BMT	College	HAD
Module Leader	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	None
Co-requisites module	None	Semester	None

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. To describe the importance of financial accounting. 2. To prepare of accounting entries and records. 3. To Prepare of a statement of financial position. 4. To evaluate accounting. 5. To explain relationships between accounting and other related fields. 6. To apply accounting principles and assumptions on various systems. 7. To apply balance as base to double entry theory. 8. To build trail balance, income statements and balanced sheet.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. Know the concept, definition and objectives of accounting and the beneficiaries of accounting and the accounting cycle.. 2. Know the assumptions, principles and accounting determinants. Introduce flow of data, categories of network, different topologies. 3. Able to analyze financial operations, single entry theory, double entry theory. Choose the best topology to his application. 4. Knowing the types of accounting entries, the method of budget, accounting records, and the trial balance. 5. Able to prepare the balance sheet, accounting records, capital operations. 6. Know the buying and selling operations and how to record them in the journal record. 7. Know the operations of expenses and revenues and how to record them in the journal record. 8. Able to migrate to the teacher's account. 9. Able to prepare a statement of property rights. 10. Know the returns and permits of purchases and sales. 11. Know the expenses of transporting the goods, and the conditions of delivery of the goods. 12. Know the discount of the three types: commercial discount, cash discount, quantity discount, commercial papers. 13. Know the bill of exchange and discount the bill of exchange.
Indicative Contents	Indicative content includes the following. Accounting concepts, Importance and Evaluation of accounting, Relationship of accounting to other fields (Businesses administration, Economic, Low). [6 hrs] Accounting principles and assumptions, Accounting as information system, Users of accounting information's, Accounting branches. [6 hrs]

	Business Entity concept, Accounting Cycle, Single entry [3 hrs] Double entry, Classification of account-Assets, Liabilities, revenue, Expense. Balance as base to double entry theory (transactions' and Accounting equation). [6 hrs] Creating of capital, capital degrees and capital increase. Assets transactions, Assets procurement, Assets sales and replacement. Cash and on account purchase. Accounting records, accounting documents. [10 hrs] Drawing account (cash withdrawals, other assets withdrawals) [3 hrs] Trial Balance, Income statement.. Balance sheet. [3 hrs]
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Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	141	Unstructured SWL (h/w)	10
Total SWL (h/sem)	200		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	3,5,6,10	LO #1,2,.....10
	Assignments	1	10% (10)	4,7, 8,9	LO # 8, 11
	Online assignment	1	10% (10)	4,7, 8,9	LO # 8, 11
	report	1	10% (10)	4,7, 8,9	LO # 8, 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Accounting concepts, Importance & Evaluation of accounting, Relationship of accounting to other fields (Businesses administration, Economic, Law)
Week 2	Accounting principles and assumptions, Accounting as information system, Users of accounting information's, Accounting branches.
Week 3	Business Entity concept, Accounting Cycle, Single entry..
Week 4	Double entry, Classification of account-Assets, Liabilities, revenue, Expense
Week 5	Balance as base to double entry theory (transactions' and Accounting equation).
Week 6	Creating of capital, capital degrees and capital increase.
Week 7	Assets transactions, Assets procurement, Assets sales and replacement.
Week 8	Cash & on account purchase, purchase returns .
Week 9	purchase allowances, purchase expenses.
Week 10	Cash & on accounts sales, sales return and allowances.
Week 11	Accounting records, accounting documents.
Week 12	Drawing account (cash withdrawals, other assets withdrawals)

Week 13	Purchase & sales discount (Trade discount).
Week 14	Purchase & sales discount (Trade discount, cash discount, quantity discount).
Week 15	Preparatory week before the final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	
Week 3	
Week 4	
Week 5	
Week 6	

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	☐ Philip E. Warren, & Carl S. Warren, Accounting principles, 1998 15 ed. ☐ Jar R. Williams & others, Financial Accounting, 2006 12 ed. ☐ John J Wild, Fundamental Accounting principles. 2008, 18 ed. ☐ Kieso, Donald , et al., " <u>Intermediate Accounting IFRS edition</u> ", John Wiley and sons Inc, U.S.A, 2018. ☐ Kieso, Donald , et al., " <u>Intermediate Accounting</u> ", John Wiley and sons Inc, U.S.A, 2010.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A – Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

Course description

Level 2

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Marketing Management		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	MM1302		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	UGII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	None	Semester	None
Co-requisites module	None	Semester	None

Module Aims, Learning Outcomes and Indicative Contents

Module Aims	1. Understanding marketing as a core activity of a business organization. 2. Understanding the scientific aspects of marketing and the activities and tasks of marketing management. 3. Expanding the student's understanding and analysis of the marketing environment and market needs, as well as marketing strategies and buyer behavior. 4. Understanding marketing in its comprehensive concept, which begins with outlining the product's features, then pricing it, promoting it, and finally delivering it to customers through distribution channels. 5. Instilling a sense of marketing in the student based on the scientific approach and philosophical concepts that have developed throughout history. 6. Introducing the student to the most important techniques that can be used in marketing.
Module Learning Outcomes	Upon completion of the course, the student should be able to: 1. Understand marketing, its importance, objectives, and what is marketed. 3. Understand the relationship between marketing management as a primary activity and other organizational activities. 4. Understand the philosophical development of the marketing concept, from its inception as an activity practiced by manufacturers to the development of the concept of comprehensive marketing. 5. Understand the marketing environment, its levels, and the components of each level. 6. Understand the purpose of studying the marketing environment to improve the quality of marketing decisions. 7. Identify marketing strategies and the steps needed to formulate them effectively. 8. Understand market segmentation, their requirements, and target market models. 9. Understand consumer markets, consumer buying behavior, and the purchasing steps in these markets. 10. Understand business markets, organizational buying behavior, and the

	purchasing steps in these markets. 11. Identify the difference between consumer markets and business markets. 12. Understand services, their characteristics, and dimensions. Understand the difference between goods and services. .13
Indicative Contents	The indicative content includes: Definition of marketing, needs, wants, demand, value, price, satisfaction, product, market, and exchange. [6 hours] Relationship of marketing management to operations management, financial management, and human resource management. [6 hours] Scope of marketing: goods, services, places, events, experiences, people, personal property, organizations, information, and ideas. [6 hours] Production concept, product concept, selling concept, marketing concept, customer concept, social concept, holistic marketing concept. [6 hours] Marketing environment: external environment, macro environment, micro environment, internal environment. [6 hours] Marketing strategy, strategic analysis, strategic planning, strategic implementation, strategy control, undifferentiated strategy, focused strategy, differentiated strategy. [6 hours] Market segmentation, focusing on a single market segment, selective specialization, product specialization, market specialization, comprehensive market coverage. [6 hours] Consumer markets, consumer behavior, consumer behavior model, characteristics of consumer behavior, steps in the consumer buying process. [6 hours] Business markets, purchasing center, stages of the buying process. Difference between business markets and consumer markets. [6 hours] Services, interdependence, differentiation, obsolescence, customer participation, difficulty in measuring quality, difference between goods and services. [5 hours]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on homework, written examination, case study, tests, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	91	Unstructured SWL (h/w)	6
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,.....10
	Assignments	2	5% (10)	7, 8	LO # 8
	Seminar	1	5% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	20% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Introduction to Marketing
Week 2	What is being marketed?
Week 3	The relationship of marketing management to other core organizational activities
Week 4	The Philosophical Evolution of the Marketing Concept
Week 5	The Marketing Environment
Week 6	Why Study the Marketing Environment?
Week 7	Marketing Strategy
Week 8	Market Segmentation
Week 9	Consumer Markets
Week 10	Consumer Behavior

Week 11	Business Markets
Week 12	The difference between consumer markets and business markets
Week 13	Services
Week 14	The difference between goods and services
Week 15	Final Exam

Delivery Plan (Weekly Lab. Syllabus)

	Material Covered
Week 1	Lab 1: Marketing Goods
Week 2	Lab 2: Marketing Services
Week 3	Lab 3: Marketing Places
Week 4	Lab 4: Marketing Events
Week 5	Lab 5: Marketing Experiences
Week 6	Lab 6: Marketing People
Week 7	Lab 7: Marketing Personal Property
Week 8	Lab 8: Marketing Organizations
Week 9	Lab 9: Marketing Information
Week 10	Lab 10: Marketing Ideas

Learning and Teaching Resources

	Text	Available in the Library?
Recommended Texts	☐ Kotler, P. & Keller, K. L. (2012), " Marketing Management ", 14 th edition, publishing as Prentice Hall. ☐ Kotler, P & Keller, K. L. (2016), " Marketing Management ", 15 th edition, publishing as Pearson Education Limited. ☐ Pride, W. M. & Ferrell, O. C. (2022), " Foundations of Marketing ", 9th edition, Cengage Learning, Inc. ☐ Fahy, J. & Jobber, D. (2022), " Foundations of Marketing ", 7 th edition, Published by McGraw-Hill Education. ☐ Kerin, R. A., & Hartley, S. W. (2017), " Marketing ", 13 th edition, Published by McGraw-Hill Education. ☐ البكري، ثامر ياسر (2020)، "ادارة التسويق"، الطبعة السادسة، طبعة مزيده ومحدثه، الاردن، عمان.	yes

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Risk & Insurance Management إدارة الخطر والتأمين		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	RIM1305		
ECTS Credits	4		
SWL (hr/sem)	100		
Module Level	UGII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	None	Semester	None
Co-requisites module	None	Semester	None

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1- Providing students with a comprehensive understanding of the basic concepts of risk management, operational risks, and how to address them. Preparing students capable of protecting risk management activities in industrial facilities in particular and various organizations in general.
Module Learning Outcomes نتائج التعلم	The learning outcomes for this course are: 1. Understand the concept of risk management and insurance. 2. Understand the laws related to risk management and insurance. 3. Be able to recognize the legal implications of risk management and insurance. 4. Understand the legal aspects of insurance in Iraq. 5. Understand the theoretical and practical aspects of risk management and insurance.
Indicative Contents المحتويات الإرشادية	The guiding content in the language course includes a set of concepts and topics that are covered during the learning process. Important guiding content includes: 1. Definition of risk, both linguistically and technically, the concept [6 hours]. 2. Definition of insurance, both linguistically and technically, the concept [6 hours]. 3. Key requirements for risk management [6 hours]. 4. Knowledge of operational risk management [6 hours]. 5. Knowledge of the legal principles of the insurance contract [7 hours]. 6. Property insurance [7 hours]. Personal insurance [7 hours]. 7

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	The teaching and learning strategies used in the Risk Management and Insurance course include a variety of approaches and techniques that enhance students' learning. These strategies include: 1. Active Interaction: Students are encouraged to participate and actively participate in lessons through group discussions and interactive activities. 2. Cooperative Learning: Collaboration and cooperation are encouraged among students through group work and group projects, where students collaborate with each other to achieve specific learning objectives. 3. Use of Modern Technologies: Students benefit from the use of technology in the learning process, such as using computers and the internet for
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	research and self-study. 4. Providing Immediate Feedback: Students are provided with immediate feedback and continuous assessment, both oral and written, helping them improve their performance and develop their skills. 5. Diversifying Communication Methods: A variety of communication and teaching methods are used, such as explanatory lectures, group discussions, practical activities, and presentations, to meet the different learning needs and styles of students.
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Student Workload (SWL) الحمل الدراسي للطالب			
Structured SWL (h/sem)	45	Structured SWL (h/w)	3
Unstructured SWL (h/sem)	55	Unstructured SWL (h/w)	4
Total SWL (h/sem)	100		

Module Evaluation تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,.....10
	Assignments	2	5% (10)	7, 8	LO # 8
	Seminar	1	5% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	20% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد	
	Material Covered
Week 1	Introduction to Risk: The concept of risk, its characteristics, its components, and some concepts related to risk.
Week 2	Risk classification, probability and risk, risk measurement and cost.
Week 3	The structure and organization of risk management.
Week 4	Risk Management: Concept, functions, reasons for interest in risk management, and factors for risk management success.
Week 5	Main requirements for risk management, main risk influencing factors (internal, external).

Week 6	Risk management strategies: risk avoidance, risk reduction, risk retention, risk transfer, risk allocation.
Week 7	Operational risk management: concept, importance, objectives, benefits, principles.
Week 8	Sources, requirements, steps, responsibility for operational risk management.
Week 9	Risk Management Information Systems: Concept, Cost and Value of Information, Importance of Information Systems Risk Management, Information Systems Risk Management.
Week 10	Risk Manager: Concept, Duties, Problems Facing the Risk Manager.
Week 11	Risk Management Applications: Crisis Management, Disaster Management, Risk Management for International Companies: Environmental Pollution Notification (Concept, Sources, Types), Computer Notification.
Week 12	Insurance: Definition, Parties, Characteristics of an Insurance Contract, Legal Principles of an Insurance Contract (Utmost Good Faith, Insurable Interest, Proximate Cause, Participation, Subrogation)
Week 13	Branches of Insurance: Property Insurance (Marine Insurance, Theft Insurance, Auto Insurance, Engineering Insurance, Agricultural Insurance, Miscellaneous Covers).
Week 14	Personal Insurance (Life Insurance, Personal Accident Insurance, Health Insurance, Liability Insurance). Introduction to Risk: The Concept of Risk, Its Characteristics, Elements, Some Concepts Related to Risk
Week 15	Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Practical cases involving risk and related concepts.
Week 2	Practical cases on risk classification.
Week 3	Solving exercises on the mathematical aspects of risk.
Week 4	Presentation of models of risk types.
Week 5	Applications on methods for measuring risk and its cost.
Week 6	Review of industrial disasters that led to the emergence of risk management.
Week 7	Review of some international companies' experiences.
Week 8	Review of risk management strategies.
Week 9	Presentation of flowcharts on operational risks.
Week 10	Review of risk management programs as implemented in some organizations.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1- Dr. Muhammad Hashim Jabr, Risk Management and Insurance, Birzeit University, Ramallah, Palestine, 2012. 2- Prof. Mamdouh Hamza Ahmed, Information Systems Risk Management, College of Business Administration, King Saud University, Riyadh.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Human resource Management		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	HRM1301		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	UGII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	Principles of business management (PM1201)	Semester	2
Co-requisites module	None	Semester	None

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims

1. Understand human resource management as a core activity of the organization.
2. Understand the scientific foundations upon which the human resource management strategy must operate.
3. Raise student awareness of human resource management practices.
4. Understand the importance of the human resource management function in improving the organization's performance and competitiveness.
5. Recognize the value of human resources as an important and critical resource for the organization's success.
6. Introduce students to the most important techniques that can be used in human resource management.

Module Learning Outcomes

- Upon completion of the course, the student should be able to:
1. Understand management theories and how to transition from personnel management to human resources management.
 2. Understand human resource planning, the ability to forecast employee needs, and the options available to deal with surplus and shortage situations.
 3. Understand job analysis, job descriptions, and the characteristics of job holders, as well as the aspects that must be considered in job design.
 4. Understand recruitment policies and their sources, then how to select individuals before initiating the hiring process.
 5. Understand training activities and identify the most important training methods.
 6. Understand employee development activities and identify the most important approaches that can be used for this purpose.
 7. Understand the concept of performance evaluation and its importance in improving job performance, and identify the most important performance evaluation methods.
 8. Understand the concept of compensation, determine its levels, and the legal and economic determinants that must be considered in this regard.
 9. Understand methods for motivating employees, both financially and morally.
 10. Identify the benefits that human resources management can offer to employees in order to retain them.
 11. Identify human resources management operating in a global environment

	and the challenges it faces.
Indicative Contents	The introductory content includes: Scientific management, bureaucracy, human relations, Theory X and Theory Y, Fayol's principles of management, the transition from personnel management to human resource management, human resource management strategy, human resource management practices, and employee rights. [6 hours] Forecasting, forecasting labor demand, forecasting labor supply, forecasting labor surplus or shortage, downsizing, reduced working hours, early retirement programs, hiring temporary and contract workers, outsourcing, overtime, goal setting and strategic planning, program implementation and evaluation. [6 hours] Job analysis, workflow analysis, job descriptions, job specifications, job design, job design for efficiency, job design for motivation, job enlargement, job enrichment, work teams, flexible work schedules, design for mental capacity, and design for health and safety. [6 hours] Sources of recruitment: internal sources, external sources, market-leading pay strategies, at-will employment policies, employer-branded recruitment, selection, and placement. [6 hours] Training, needs assessment, training preparation, training program planning, training methods, classroom instruction, audio-visual training, on-the-job training, simulations, and business game training. [3 hours] Employee development, training curriculum, formal education curriculum, assessment curriculum, work experience curriculum, and interpersonal relationships curriculum. [6 hours] Performance appraisal methods, graphical graduated scales, alternating ordering, forced allocation, forced selection, management by objectives, and paired comparisons. [3 hours] Wage, legal wage requirements, equal opportunity in employment, minimum wage, overtime, child labor, prevailing wages, economic effects on wages, product markets and labor markets, wage grades, and wage differentials. [5 hours]

	Incentives, moral incentives, job promotion, employee recognition, employee involvement in decision-making, job security, expanded authority, financial incentives, piecework pay, standard time, bonuses, task rewards, sales commissions, profit sharing, and stock ownership. [6 hours] Employee benefits, statutory benefits, Social Security, unemployment insurance, workers' compensation, unpaid family and medical leave, health care benefits, optional benefit programs, paid leave, and tuition. [6 hours] Workforce change, aging workforce, diverse workforce, workforce skills shortages, high-performance work systems, knowledge workers, employee empowerment, teamwork, strategic focus, mergers and acquisitions, high quality standards, cost control, global market expansion, technological change in human resource management, electronic human resource management (e-HRM). [6 hours]
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Learning and Teaching Strategies

Strategies	Assessment is based on homework, written examination, case study, tests, seminars, practical tests and online tests.
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Student Workload (SWL)

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	141	Unstructured SWL (h/w)	6
Total SWL (h/sem)	200		

Module Evaluation

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	5% (10)	7, 8	LO # 8
	Seminar	1	5% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	20% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

	Material Covered
Week 1	Historical Background of Human Resource Management
Week 2	Human Resource Management: Concept, Objectives, and Strategies
Week 3	Human Resource Planning
Week 4	Job Design and Analysis
Week 5	Recruitment
Week 6	Selection and Placement
Week 7	Training
Week 8	Employee Development
Week 9	Performance Evaluation
Week 10	Wage Level Determination
Week 11	Incentives
Week 12	Employee Benefits
Week 13	Global Human Resource Management
Week 14	Trends in Human Resource Management
Week 15	Preparing for the Final Exam

Delivery Plan (Weekly Lab. Syllabus)

	Material Covered
Week 1	Lab 1: Human Resource Planning Techniques
Week 2	Lab 2: Job Analysis and Job Design Techniques
Week 3	Lab 3: Recruitment Techniques
Week 4	Lab 4: Selection and Recruitment Techniques
Week 5	Lab 5: Training Techniques
Week 6	Lab 6: Performance Appraisal Techniques

Learning and Teaching Resources

	Text	Available in the Library?
Recommended Texts	□ Noe, Raymond A. & Hollenbeck, John R. & Gerhart, Barry & Wright, Patrick M. (2016), "Human Resource Management", 7th Edition, McGraw Hill. □ Stredwick, John (2005), "An Introduction to Human Resource Management", second edition, Elsevier Ltd. □ Snell, Scott a. & Morris, Shad S. (2019), "Managing Human Resources", Eighteenth Edition, Cengage Learning, Inc. □ Aboui, Zaid Munir, "Human Resources Management", First Edition, Kunuz Al-Ma'rifa Publishing and Distribution House, Amman, Jordan. 2007.	yes

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

Module Information				
Module Title	Quantitative Methods		Module Delivery	
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar	
Module Code	QM1304			
ECTS Credits	6			
SWL (hr/sem)	150			
Module Level	UGII	Semester of Delivery		
Administering Department	BMT	College	HAD	
Module Leader	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Professor		Module Leader's Qualification	Ph.D.
Module Tutor	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0	

Relation with other Modules			
Prerequisite module	S1203	Semester	Two
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

Module Aims	1. To formulate the problems and choose more suitable method. 2. To use the linear programming method. 3. To use transportation methods. 4. To use assignment or allocation techniques. 5. To explain the concepts and steps of cpm and pert method.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. Transform the problems from text to mathematical model. 2. Determine the proper method to get solution. 3. Explain the results of method. 4. Scheduling the project and get best path to execute it. 5. Write the report to decision maker about best solution that minimize costs and maximize profits.
Indicative Contents	Indicative content includes the following. 1- Problem definition and formulation, [3 hrs.] 2- Simplex method, [12 hrs.] 3- Big-m method, [6 hrs.] 4- Two stage method, [6 hrs.] 5- Transportation problem, [12 hrs.] 6- Assignment problem, [12 hrs.] 7- Cpm and pert, [12 hrs.]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	91	Unstructured SWL (h/w)	5
Total SWL (h/sem)	150		

Module Evaluation

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	6,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 11	LO # 8
	Seminar	1	10% (10)	13	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

Week	Material Covered
Week 1	Introduction to Operation Research, its application and linear programming Formulation.
Week 2	Canonical Form, graphical method solution of linear programming.
Week 3	Simplex method solution for maximization case
Week 4	Simplex method solution for minimization case
Week 5	Big-M method
Week 6	Two stage method
Week 7	Transportation problem and north-west corner method
Week 8	least cost method
Week 9	Vogel method and special case issue
Week 10	Assignment (allocation) problem, complete enumeration
Week 11	Hungaretion method
Week 12	Network analysis and network construction
Week 13	Critical path method (CPM)
Week 14	Pert method
Week 15	Preparatory week before the final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Real data examples
Week 2	Real data examples
Week 3	Real data examples
Week 4	Real data examples
Week 5	Real data examples
Week 6	Real data examples
Week 7	Real data examples

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1- 1- Dr. Abdul Sattar Ahmed Al-Alusi, "Operations Research," Third Edition, 1991. 2- 2- Dr. Abdul Diab Jazza, "Operations Research," Second Edition, 1988. 3- 3- Dr. Mahdi Hassan Zuwailf and Nizar Abdul Majeed, "Quantitative Methods in Management," Al-Hikma Printing and Publishing House, 1990. 4- Hamdy,A,Taha,"Operation Research",6th edition ,Coller Macmilian , 1997> 5- Gupta,A,Taha and Hira, D.S.,”Operation Research”,Chand Company LID,New Delhi , 1997.	No No No No No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Contemporary Marketing التسويق المعاصر		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	MM1302		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	UGII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	Marketing Management (MM1302)	Semester	3
Co-requisites module	None	Semester	None

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. Enabling the student to plan the product according to sound scientific principles. 2. Clarifying the scientific principles of the pricing process, starting with the process of setting objectives, moving on to determining demand, estimating costs, analyzing considerations, selecting a pricing method, and finally determining the final price. 3. Reviewing various promotional methods that enable the student to expand their horizons and imagination in this activity. 4. Enabling the student to diagnose distribution functions and the ability to choose the appropriate distribution channel that suits the nature of the product. 5. Understanding the value of information in improving the quality of marketing decisions. 6. Understanding the obligations of marketing work through consumer protection, social responsibility, and marketing ethics. 7. Identifying the most important methods of marketing deception and customer fraud. 8. Introducing the student to ways to enter global markets.
Module Learning Outcomes	Upon completion of the course, the student should be able to: 1. Understand the "product planning" activity, the importance of the product, and its levels. 2. Understand the product life cycle, how to develop a product, and the reasons for its failure. 3. Understand the pricing activity, its importance, and characteristics. 4. Understand the pricing steps. 5. Understand the promotion activity and learn about modern promotion techniques. 6. Understand the distribution activity, its importance, and functions. 7. Understand the difference between the marketing supply chain, the supply chain, and materials management. 8. Understand the marketing information system and its components. 9. Understand aspects related to consumer protection.

	10. Understand aspects related to social responsibility and marketing ethics. 11. Understand the methods of marketing deception in marketing management activities. .12Understand international marketing and identify the most important methods of entering the international market.
Indicative Contents	The course content includes the following: Product levels, core benefit, actual product, product add-on, product life cycle, introduction stage, growth stage, maturity stage, decline stage, new product, brand, and packaging. [7 hours] Pricing steps, price elasticity of demand, cost-plus, perceived value pricing, psychological pricing, auction pricing, discount pricing, pricing, and break-even analysis. [8 hours] Advertising, publicity, stealth marketing, sales promotion, personal selling, public relations, direct marketing, viral marketing, word of mouth, e-commerce, sponsorship marketing, buzz marketing, nostalgia marketing, celebrity marketing, ambush marketing, crypto marketing, collaborative marketing, pre-purchase trial marketing, and brand advocates. [9 hours] Direct distribution channels, indirect distribution channels, marketing supply chain, supply chain, materials management, value chain. [7 hours] Marketing information systems, internal documentation, marketing intelligence, marketing research, marketing decision support systems. [7 hours] Consumer protection, social responsibility, marketing ethics. [7 hours] Marketing deception techniques in product planning, marketing deception techniques in pricing, marketing deception techniques in promotion, marketing deception techniques in distribution. [7 hours] International marketing, exporting, licensing, franchising, joint ventures, mergers and acquisitions, experience contracts, direct investment. [7 hours]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on homework, written examination, case study, tests, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	141	Unstructured SWL (h/w)	9
Total SWL (h/sem)	200		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	5% (10)	7, 8	LO # 8
	Seminar	1	5% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	20% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

	Material Covered
Week 1	Product Planning
Week 2	Product Life Cycle
Week 3	Price Concept
Week 4	Pricing Steps
Week 5	Break-Even Analysis
Week 6	Promotion Concept
Week 7	Promotion Techniques
Week 8	Distribution Concept
Week 9	Marketing Supply Chain
Week 10	Marketing Information System
Week 11	Consumer Protection
Week 12	Social Responsibility and Marketing Ethics
Week 13	Marketing Deception
Week 14	International Marketing
Week 1	Final Exam Preparation

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Lab 1: Branding and Packaging
Week 2	Lab 2: Product Pricing
Week 3	Lab 3: Promotion Using Modern Technologies
Week 4	Lab 4: Promotion Using Modern Technologies
Week 5	Lab 5: Promotion Using Modern Technologies
Week 6	Lab 6: Promotion Using Modern Technologies
Week 7	Lab 7: Marketing Deception Methods in Product Planning
Week 8	Lab 8: Marketing Deception Methods in Pricing
Week 9	Lab 9: Marketing Deception Methods in Promotion
Week 10	Lab 10: Marketing Deception Methods in Distribution

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	☐ Kotler, P. & Keller, K. L. (2012), "Marketing Management", 14th edition, publishing as Prentice Hall. ☐ Kotler, P & Keller, K. L. (2016), "Marketing Management", 15th edition, publishing as Pearson Education Limited. ☐ Pride, W. M. & Ferrell, O. C. (2022), "Foundations of Marketing", 9th edition, Cengage Learning, Inc. ☐ Fahy, J. & Jobber, D. (2022), "Foundations of Marketing", 7th edition, Published by McGraw-Hill Education. ☐ Kerin, R. A., & Hartley, S. W. (2017), "Marketing", 13th edition, Published by McGraw-Hill Education. ☐ Al-Bakri, Thamer Yasser (2020), "Marketing Management", Sixth Edition, Expanded and Updated Edition, Jordan, Amman.	yes

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
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MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	English language_2 اللغة الإنكليزية 2		Module Delivery
Module Type	Basic		☒ Theory ☐ Lecture ☐ Lab ☐ Tutorial ☒ Practical ☐ Seminar
Module Code	MTU1003		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	UGII	Semester of Delivery	Four
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	None	e-mail	e-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7 /2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	MTU1002	Semester	1
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	This semester aims to develop students' knowledge, understanding, and fluency in English and build their skills as effective communicators in daily activities and universal topics. Students improve their language control by reading and viewing a range of texts, listening to various audios, practicing speaking, discovering grammar used in everyday activities, and learning basic writing skills.
Module Learning Outcomes	1- Learn about Future form and what is the difference between using (be going & will). Use vocabulary related to HOT VERBS (have , go, come) 2- Use Everyday English : (How Do You Feel?) 3- Listening: You 've got a friend (listen and complete the song) 4- Grammar: what.....like? (what Chicago like?). Comparative and superlatives. 5- To Read, ask and answer: A Tale of Two Millionaires 6- To know more about the tense Present perfect (for, since) & past simple how to make the sentence negative and question. 7- Vocabulary: Match to make a sentences. 8- To Read the passage: Celebrity interview. Learn new Vocabulary: Adverbs, words that go together 9- Use verbs: Have (got)to + Should/ Must to make obligation and advice. 10- To Read and speak: Megalopolis . and learn new Everyday English: At the doctor's. 11- To know the Verb Patterns like: (used to + verb inf.), (what + verb inf.), (Something + verb inf.) 12- To Use New Vocabulary to Describing feelings and situations 13- To learn more about <i>prepositions</i>. And learn what is the synonyms of some important Adjectives (p: 68 3rd stage) 14- To learn more about hot verbs: (take, put). 15- To listen and read a passage: Apple Macintosh then make question and answer. Learn new Everyday English: Business expressions and numbers.
Indicative Contents	Indicative content includes the following. 1- Vocabulary: Building a basic vocabulary for (adjectives, hot verbs, drink, shops, birthday wishes, seasons, ...) and increasing word knowledge related to everyday topics and situations. (7 h) 2- Grammar: Introducing and practicing essential grammatical structures and concepts, such as verb to be, verb tenses, sentence formation, making questions, and basic sentence patterns. (15 h) 3- Reading: Developing reading skills through texts and activities that enhance comprehension, vocabulary, and critical thinking. (10 h) 4- Writing: Building writing skills by practicing sentence and paragraph construction and simple compositions. (5 h) 5- Listening: Enhancing listening comprehension through audio materials, dialogues, and exercises. (8 h) 6- Speaking: Encouraging oral communication skills by engaging in conversations and discussions about the introduction, greeting, talking

about family and best friends, and expressing weekend activities. (5h)

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exams, and quizzes.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	31	Structured SWL (h/w)	2
Unstructured SWL (h/sem)	19	Unstructured SWL (h/w)	1
Total SWL (h/sem)	50		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	7, 14	LO#1-10
	Assignments 1	1	10% (10)	4	LO # 1-14
	Assignments 2	1	10% (10)	6	LO # 1-8
	Reports	1	10% (10)	11	LO #4-8
Summative assessment	Midterm Exam	1hr	10% (10)	8	LO # 1-6
	Final Exam	3hr	50% (50)	15	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Grammar: <i>Future forms</i> (going to and will.), Vocabulary: Hot Verbs (Have, Go, Come).
Week2	Every day English: How Do You Feel? Listening: You 've got a friend (listen and complete the song)
Week 3	Quiz : previous lesson Listening and speaking: Sing The Song Grammar: what.....like? (what Chicago like?) • Comparative and superlatives Conversations: (Act out a conversation to the class.)
Week 4	Assignment: Speaking (conversation) Read : A Tale of Two Millionaires
Week 5	Grammar: Present perfect (for, since) & past simple Vocabulary: Match to make a sentences (p:56)
Week 6	Read: Celebrity interview (p:58) Vocabulary: Adverbs, words that go together Homework: Job interview
Week 7	Review + QUIZ
Week 8	Midterm Exam
Week 9	Grammar: Have (got)to + Should/ Must. Vocabulary: Words that go together
Week 10	Read and speak: Megalopolis (p:75) Everyday English: At the doctor's
Week 11	Grammar: Verb Patterns (p:78) • <i>used to</i> + verb inf. • <i>what</i> + verb inf. • <i>Something</i> + verb inf.

	Vocabulary: Describing feelings and situations frightening, frightened worrying, worried (p:81)
Week 12	Grammar: <i>prepositions</i>
	Vocabulary: <i>BASE and STRONG Adjectives (p: 68 3rd stage)</i>
Week 13	Grammar: hot verbs,(take, put)
	Reading and listening: <i>Apple Macintosh</i> Everyday English: Business expressions and numbers
Week 14	Preparatory week before the Final Exam

Learning and Teaching Resources		
مصادر التعلم والتدريس		
	Text	Available in the Library?
Recommended Texts	Soars, L., & Soars, J. (2019). Headway Pre-Intermediate (5th ed.). Oxford University Press.	Yes
	Soars, L., & Soars, J. (2019). Headway Intermediate (5th ed.). Oxford University Press.	
	Soars, L., & Soars, J. (2019). Headway Upper-Intermediate (5th ed.). Oxford University Press.	
	The Oxford Dictionary of English Grammar, Oxford University Press, 2014	
	Merriam Webster, Coffee break English , BBC Learning English	

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work is required, but credit is awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information		معلومات المادة الدراسية	
Module Title	Arabic Language_2 اللغة العربية 2	Module Delivery	
Module Type	Basic	☒ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☐ Seminar	
Module Code	MTU1009		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	UGII	Semester of Delivery	Four
Administering Department	Business Management Techniques	College	HAD
Module Leader	Imad Abdullah Mansi	e-mail	emad.abd@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	None	e-mail	e-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules		العلاقة مع المواد الدراسية الأخرى	
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	The objectives of this course are for the student to be able to: 1. Understand the nature of Quranic expression. 2. Learn the grammatical rules used in Quranic expression, the rhetorical and artistic impact of Quranic expression, and understand how to analyze Quranic texts. 3. Learn about one of the most important figures in Arabic and Iraqi literature and poetry, Badr Shakir al-Sayyab, and familiarize themselves with his poetry. 4. Learn the basic and secondary diacritical marks, learn how to use them in the Arabic language, and understand the difference between the basic and secondary diacritical marks. 5. Learn the difference between nominal and verbal sentences, and recognize the types of subject and predicate, and understand the difference between them. 6. Learn about inna and its sisters and learn their rules. 7. Understand the difference between inna, anna, and an, and apply this knowledge when using each of them in texts. 8. Recognizes kâna and its sisters, learns the function of each verb in the language, and is able to use them correctly. 9. Recognizes the function of the five verbs and their inflectional signs, and is able to use them correctly in speech or text. 10. Recognizes linguistic errors and learns to avoid them while writing. 11. Study linguistic information: antonyms and synonyms, linguistic differences, and grammatical transactions, understanding the differences between them and being able to analyze them. 12. Learns the inflection of dual nouns. 13. Recognizes the types of plural nouns, learns to differentiate between them, and understands how to inflect them. 14. Learns how to write Arabic grammar rules on a chart and is able to correct linguistic errors.
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	The learning outcomes for this course are: 1. The student's ability to understand Quranic expression and analyze texts. 2. The ability to use grammatical rules and understand and utilize rhetorical devices. 3. The student's knowledge of the poet and writer Badr Shakir al-Sayyab, and his most important poems and works. 4. The ability to distinguish between primary and secondary diacritical marks and the ability to use them in speech or text. 5. The student's ability to distinguish between nominal and verbal sentences, the ability to distinguish between the types of subject and predicate, and how to use and parse sentences. 6. The student's understanding of the function of "inna" and its sisters, and the ability to use them correctly in sentences. 7. The ability to differentiate between "anna" and "inna", "inna" and "wan", and use them in their correct positions in texts. 8. The ability to understand the function of "kana" and its sisters and use them correctly.

	9. The ability to recognize and parse the five verbs and how to use them in sentences. 10. The ability to recognize and avoid linguistic errors when writing. 11. Knowledge of dual nouns. 12. The ability to distinguish between plural nouns, how to parse them, and how to use them in sentences. 13. The student's knowledge of linguistic information: synonyms, antonyms, linguistic differences, and grammatical equivalents, and the ability to extract and use them in sentences.
Indicative Contents المحتويات الإرشادية	The guiding content in the Arabic Language course includes a set of concepts and topics covered throughout the learning process. Important guiding content includes: 1. An introduction to Quranic expression, defining the linguistic miracles of the verses of the Holy Quran, and the beauty and eloquence of the Arabic language. (4 hours) 2. An introduction to the personality of the great poet Badr Shakir al-Sayyab, and the importance of his poetry in Arabic and Iraqi literature. (4 hours) 3. A study of the two types of diacritical marks and how to use them. (4 hours) 4. A study of nominal and verbal sentences, and learning to differentiate between the subject and predicate types. (4 hours) 5. A study of "inna" and its sisters, how they function and their diacritical marks. (4 hours) 6. A study of the difference between "inna" and "anna", and "inna" and "anna", and how they function and their diacritical marks. (4 hours) 7. A study of "kana" and its sisters, and how they function and their diacritical marks. (4 hours) 8. Introducing the five verbs, their functions, and their declension (4 hours) 9. Studying common linguistic errors and their applications in texts (4 hours) 10. Learning linguistic information: antonyms and synonyms, linguistic differences, and grammatical equivalents (3 hours) 11. Studying the dual noun and its declension (3 hours) 12. Studying the plural nouns, their types, and their declension (3 hours) 13. Studying grammatical rules, writing them in a chart, and correcting linguistic errors (3 hours)
Learning and Teaching Strategies	
Strategies	The teaching and learning strategies used in the language course include a variety of approaches and techniques that enhance students' learning. These strategies include: 1. Active Interaction: Students are encouraged to participate and actively participate in lessons through group discussions and interactive activities. 2. Cooperative Learning: Students are encouraged to collaborate and cooperate through group work and group projects, where students collaborate with each other to achieve specific learning objectives. 3. Practical Application: Students are provided with opportunities to apply acquired concepts and skills in practical and realistic contexts, which enhances effective interaction with the subject. 4. Use of Modern Technologies: Students benefit from the use of technology in

	the learning process, such as using computers and the internet for research and self-study. 5. Providing Immediate Feedback: Students are provided with immediate feedback and continuous assessment, both oral and written, which helps them improve their performance and develop their skills. 6. Diversifying Communication Methods: A variety of communication and teaching methods are used, such as explanatory lectures, group discussions, practical activities, and presentations, to meet the different learning needs and styles of students. 7. By using these strategies, students' interaction and effective learning are enhanced, and 8. They are motivated to participate and acquire knowledge and skills in a comprehensive and engaging manner..
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Student Workload (SWL) الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل	31	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب أسبوعيا	2
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	19	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب أسبوعيا	1
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	50		

Module Evaluation تقييم المادة الدراسية					
		Time/ Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative Assessment	Quizzes	2	15% (15)	10, 13	LO #1, 5, and 11
	Assignments	2	15% (15)	11, 14	LO # 3, 6 and 12
	Projects / Lab.				
	Report	1	10% (10)	14	LO # 1-13
Summative Assessment	Midterm Exam	2 hours	10% (10)	7	LO # 1-7
	Final Exam	3 hours	50% (50)	16	All
Total assessment			100% (100 Marks)		

المناهج الاسبوعي النظري
Delivery Plan (Weekly Syllabus)

Weeks 1 and 2	Quranic expression, grammatically in terms of sentence structure and text. Rhetorically in terms of artistic impact, and reference to the source (The Book of Quranic Expression) by Dr. Fadhel Al-Samarrai.
Week 3	Poet Badr Shakir Al-Sayyab.
Week 4	Primary diacritical marks: (fatha, damma, and kasra), and secondary diacritical marks: (alif, waw, and ya).
Week 5	Nominal sentences - subject and predicate, types of subject and types of predicate.
Week 6	"Anna" and its sisters
Week 7	The difference between "Inna" and "Anna", and "Anna" and "Inna".
Week 8	"Kana" and its sisters.
Week 9 and 10	The five verbs.
Week 11	Linguistic errors, Part (2)
Week 12	Linguistic information: synonyms and antonyms, linguistic differences, and grammatical equivalents.
Week 13 and 14	The dual and its diacritical marks.
Week 15	Types of plurals: sound masculine plural - sound feminine plural - broken plural.
Week 16	Grammar engineering: Arabic grammar rules in an educational panel, and linguistic corrections.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	• Arabic Language Book (circulated by the Ministry of Higher Education and Scientific Research)	Yes
Recommended Texts	• Quranic Expression by Dr. Fadhel Al-Samarrai.	No
Websites	The Collage E-Library	

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX - Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F - Fail	راسب	(0-44)	Considerable amount of work required

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MODULE DESCRIPTION FORM

Module Information			
Module Title	Computer Applications		Module Delivery
Module Type	Basic		☒ Theory ☐ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☐ Seminar
Module Code	MTU1005		
ECTS Credits	3		
SWL (hr/sem)	75		
Module Level	UGII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Maamoun Salam		e-mail maamoun.a@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	Maamoun Salam		e-mail maamoun.a@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee ApprovalDate	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	MTU1004	Semester	2
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	The module aims to: 1. Security and Networking: • Understand the basic concepts and components of computer networks. • Gain knowledge of network security principles and threats. • Develop skills in network troubleshooting and problem-solving. 2. E-Commerce: • Familiarize with the concepts and services of electronic banking. • Understand the different modes of online banking, such as ATM, debit cards, phone banking, SMS banking, and mobile banking. 3. Computer Troubleshooting: • Develop the ability to identify and solve common hardware and software issues faced by computer users. • Learn basic troubleshooting techniques and tools for diagnosing and resolving computer problems. 4. Introduction to AI: • Understand the definition and history of artificial intelligence. • Explore the various AI techniques and approaches. • Recognize the challenges and ethical considerations in AI.
Module Learning Outcomes	1. Security and Networking: • Understand the basic concepts of computer networks and their components • Gain knowledge of network security principles and be able to identify network threats • Develop troubleshooting skills to diagnose and resolve network issues 2. E-Commerce: Comprehend the concepts and services of electronic banking, including online banking, ATM, debit cards, phone banking, SMS banking, and mobile banking 3. Computer Troubleshooting: • Ability to identify and solve common hardware and software problems encountered by computer users • Demonstrate proficiency in using basic troubleshooting techniques and tools 4. Introduction to AI: • Define and explain the concept of artificial intelligence • Understand the history and evolution of AI • Explore various AI techniques and approaches • Recognize the challenges and ethical considerations in AI development and deployment 5. AI in Our Daily Lives: Understand the applications of AI in smartphones and virtual assistants 6. Applications of AI: Identify and analyze the use of AI in various domains, such as education, healthcare, finance, transportation, marketing, and advertising 7. AI and Society: • Examine the social, international, and future implications of AI • Understand how AI affects human society and the future of humanity 8. Ethical Challenges in AI: Identify and discuss the ethical considerations in AI, including privacy, surveillance, and the impact on the job market 9. The Future of AI: Explore future trends and emerging technologies in the field of artificial intelligence.
Indicative Contents	The indicative contents for the Computer Application module may include: 1. Security and Networking: [4 hrs.] • What is a network? • Types of networks. • Basic network components. • Network security basics. • Understanding network threats. • Network troubleshooting. 2. E-Commerce: [4 hrs.]

	• Concepts of electronic banking services. • Online banking. • ATM and debit card services. • Phone banking. • SMS banking. • Electronic alert. • Mobile banking. 3. Computer Troubleshooting: [4 hrs.] • Identifying and solving common hardware and software problems that computer users encounter. • Basic troubleshooting techniques and tools for diagnosing and resolving issues. 4. Introduction to AI: [4 hrs.] • Definition of AI. • History of AI. • AI techniques and approaches. • Challenges and ethical considerations in AI. 5. AI in Our Daily Lives: [4 hrs.] • AI in smartphones and virtual assistants like Siri or Google Assistant. 6. Applications of AI: [4 hrs.] • Education. • Healthcare. • Finance. • Transportation. • Marketing. • Advertising. 7. AI and Society: [4 hrs.] • How AI affects social, international relations. • AI and the future of humanity. 8. Ethical Challenges in AI: [4 hrs.] • AI ethics. • Privacy and surveillance. • The impact of AI on the job market. 9. The Future of AI: [4 hrs.] • Future trends in AI. • Recent research and emerging technologies.
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Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	The learning and teaching strategies employed in the computer application content that will be used .: 1. Lectures: Lectures serve as the primary mode of content delivery, where instructors present key concepts, theories, and techniques. Lectures may include visual aids, examples, and demonstrations to enhance understanding and provide real-world context. 2. Interactive Discussions: Interactive discussions encourage student participation and facilitate deeper understanding of the material. Students are encouraged to ask questions, share their insights, and engage in discussions on specific topics or problem-solving strategies.
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	3. Case Studies and Real-world Applications: Case studies and real-world applications demonstrate the relevance of mathematics in various fields. Students analyze and solve mathematical problems based on real-life scenarios, enabling them to connect theoretical concepts with practical applications. 4. Computer-based Learning: Computer-based learning resources, such as online tutorials, interactive simulations, and mathematical software, are utilized to enhance students' understanding and proficiency in applying mathematical techniques. 5. Group Projects: Group projects promote teamwork, communication, and problem-solving skills. Students work collaboratively on mathematical projects or research assignments, allowing them to explore advanced topics or applications of mathematics. 6. Self-directed Learning: Students are encouraged to take responsibility for their learning by engaging in self-directed study. This may involve reading recommended textbooks, exploring additional resources, and practicing problem-solving independently. 7. Assessments: Regular assessments, including quizzes, tests, and assignments, evaluate students' understanding and application of mathematical concepts. These assessments provide feedback and help track progress throughout the module.
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Student Workload (SWL)

الحمل الدراسي للطالب محسوب ل 15 اسبوع

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل	59	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعيا	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	16	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعيا	1
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	75		

Module Evaluation

تقييم المادة الدراسية

		Time/ Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	10% (10)	1-5	LO #1, 2, 8 and 9
	Assignments	1	10% (10)	7-10	LO # 3, 4, 6 and 7
	Report	1	10% (10)	12-13	LO # 1-14
	Practical Project	1	10%(10)	14	LO#5
Summative assessment	Midterm Exam	2 hours	10% (10)	7	LO # 1-7
	Final Exam	3 hours	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المنهاج الأسبوعي النظري

	Material Covered
Week 1	Security and Networking: What is a network? Types of networks, basic network components, network security basics, network troubleshooting.
Week 2	E-Commerce: Concepts of electronic banking services, including online banking, ATM and debit card services, phone banking, SMS banking, electronic alert, and mobile banking.

Week 3-4	Computer Troubleshooting: Identifying and solving common hardware and software problems that computer users encounter, including basic troubleshooting techniques and tools.
Week 5-6	Introduction to AI: Definition of AI, history of AI, AI techniques and approaches, challenges and ethical considerations.
Week 7	Review and Mid Exam
Week 8-9	AI in Our Daily Lives: AI in smartphones and virtual assistants like Siri or Google Assistant.
Week 10-12	Applications of AI: Education, healthcare, finance, transportation, marketing, and advertising.
Week 13	AI and Society: How AI affects social, international relations, and the future of humanity.
Week 14	Ethical Challenges in AI: AI ethics, privacy, surveillance, and the impact of AI on the job market. The Future of AI: Future trends in AI, recent research, and emerging technologies.
Week 15	Final Exam

Delivery Plan (Weekly Lab. Syllabus) المنهاج الأسبوعي للمختبر	
Week	Material Covered
Week 1	Introduction to Networking - Setting up a basic network using routers and switches - Identifying different types of networks (LAN, WAN, etc.) - Overview of network components (cables, connectors, etc.)
Week 2	Network Security Basics - Implementing basic security measures (firewalls, antivirus) - Conducting a risk assessment for a sample network - Exploring network security tools and software
Week 3	E-Commerce Services - Simulating online banking transactions - Setting up an ATM simulator - Exploring mobile banking applications
Week 4	Computer Troubleshooting Techniques - Hands-on troubleshooting of common hardware issues - Software troubleshooting exercises using diagnostic tools - Documenting troubleshooting procedures
Week 5	Introduction to AI - Exploring AI development environments (e.g., TensorFlow, PyTorch) - Basic programming exercises in AI (e.g., simple algorithms) - Discussion on the ethical considerations of AI
Week 6	AI in Daily Life - Analyzing the functionality of virtual assistants (Siri, Google Assistant) - Creating simple AI-based applications (chatbots, etc.) - Evaluating user interactions with AI technologies
Week 7	Applications of AI - Case studies on AI applications in healthcare and finance - Developing a simple AI model for a specific application (e.g., predictive analysis) - Group discussions on marketing and advertising with AI

	- Discussion on the future implications of AI
Week 9	Ethical Challenges in AI - Debating ethical scenarios related to AI applications - Analyzing case studies of AI ethics violations - Discussing privacy issues and surveillance implications
Week 10	The Future of AI - Researching recent advancements in AI technologies - Group projects on emerging technologies in AI - Presentations on future trends and predictions in AI
Week 11	Review and Mid Exam - Review of key concepts and practical skills learned - Mock exam scenarios and feedback sessions - Q&A sessions to clarify any doubts
Week 12-15	Preparatory Week for Final Exam - Comprehensive review of all topics covered in the course - Final project presentations - Discussion on exam strategies and key focus areas

Learning and Teaching Resources

مصادر التعلم والتعليم

	Text	Available in the Library?
Required Texts	Banafa A. Introduction to Artificial Intelligence (AI). CRC Press; 2024 May 13.	NO
Recommended Texts	1. Stallings, W. (2013). <i>Network Security Essentials: Applications and Standards</i>. Pearson. 2. Forouzan, B. A. (2007). <i>Data Communications and Networking</i>. McGraw-Hill Education. 3. Kurose, J. F., & Ross, K. W. (2016). <i>Computer Networking: A Top-Down Approach</i>. Pearson. 4. Easttom, C. (2012). <i>Network Defense and Countermeasures: Principles and Practices</i>. Pearson IT Certification 5. Laudon, K., & Traver, C. (2020). <i>E-Commerce 2020: Business, Technology, Society</i>. Pearson. 6. Chaffey, D. (2015). <i>Digital Business and E-Commerce Management: Strategy, Implementation and Practice</i>. Pearson Education. 7. Turban, E., & Volonino, L. (2012). <i>Information Technology for Management: Advancing Sustainable, Profitable Business Growth</i>. Wiley. 8. Mishra, A., & Gupta, A. (2018). <i>Electronic Banking in India: Issues and Challenges</i>. SSRN. 9. Andrews, J. (2019). <i>A+ Guide to IT Technical Support (Hardware and Software)</i>. Cengage Learning. 10. Meyers, M. (2020). <i>CompTIA A+ Certification All-in-One Exam Guide</i>. McGraw-Hill Education. 11. Beisse, F. (2015). <i>A Guide to Computer User Support for Help Desk and Support Specialists</i>. Cengage Learning. 12. Norton, P. (2007). <i>Peter Norton's Complete Guide to Windows Troubleshooting</i>. Sams Publishing. 13. Russell, S., & Norvig, P. (2020). <i>Artificial Intelligence: A Modern Approach</i>. Pearson. 14. Kautz, H., & Ghallab, M. (2014). <i>Artificial Intelligence: Foundations of Computational Agents</i>. Cambridge University Press. 15. Marr, B. (2020). <i>The Future of Artificial Intelligence in Business</i>. Wiley.	NO

	16. Obermeyer, Z., & Emanuel, E. J. (2016). Predicting the Future — Big Data, Machine Learning, and Clinical Medicine. New England Journal of Medicine. 17. Bostrom, N. (2014). Superintelligence: Paths, Dangers, Strategies. Oxford University Press. 18. Tegmark, M. (2017). Life 3.0: Being Human in the Age of Artificial Intelligence. Knopf. 19. Russell, S., & Norvig, P. (2020). Artificial Intelligence: A Modern Approach. Pearson. 20. Walsh, T. (2018). 2062: The World That AI Made. Macmillan. 21. Schwab, K. (2016). The Fourth Industrial Revolution. World Economic Forum. 22. Russell, S., & Norvig, P. (2020). Artificial Intelligence: A Modern Approach. Pearson. 23. Goodfellow, I., Bengio, Y., & Courville, A. (2016). Deep Learning. MIT Press. 24. Bostrom, N. (2014). Superintelligence: Paths, Dangers, Strategies. Oxford University Press. 25. Tegmark, M. (2017). Life 3.0: Being Human in the Age of Artificial Intelligence. Knopf. 26. Silver, D., et al. (2018). A general reinforcement learning algorithm that masters chess, shogi, and Go through self-play. Science, 362(6419), 1140–1144.	

Grading Scheme مخطط الدرجات				
Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
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Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.				

MODULE DESCRIPTION FORM

Module Information			
Module Title	The crimes of the Ba'ath regime in Iraq		Module Delivery
Module Type	Basic		☒ Theory ☐ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☐ Seminar
Module Code	MTU1007		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	UGII	Semester of Delivery	Three
Administering Department	Business Management Techniques	College	HAD
Module Leader	Imad Abdullah Mansi	e-mail	emad.abd@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	None	e-mail	e-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	emad.abd@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

Module Aims	This course aims to enhance students' understanding of the crimes and violations that occurred during the Ba'ath regime in Iraq and their impact on individuals and society, and to encourage analysis and discussion on these important issues. The main objectives of the course are for students to be able to: 1. Understand the concept of crimes and their types. 2. Study the crimes of the Ba'ath regime and the laws related to them. 3. Identify psychological and social crimes and their effects on individuals and society. 4. Analyze legal violations in Iraq, including human rights violations and related crimes. 5. Understand environmental crimes and their effects, including pollution, the destruction of cities and villages, and the draining of marshes. 6. Study the crimes of mass graves and understand the chronological classification of grave events in Iraq.
Module Learning Outcomes	The learning outcomes for this course are: 1. Understand the concept of crimes and be able to classify crimes according to their categories. 2. Analyze the crimes of the Ba'ath regime and understand the laws related to them, including international crimes. 3. Be able to identify the psychological crimes of the Ba'ath regime and understand the psychological effects of these crimes on individuals and society. 4. Be able to identify the social crimes of the Ba'ath regime and the social effects of these crimes on individuals and society. 5. Identify the legal violations of the Ba'ath regime in Iraq and understand the types of violations and the places where individuals are detained. 6. Identify the forms of human rights violations and crimes of power that occurred during the Ba'ath regime. 7. Identify the political and military violations of the Ba'ath regime. 8. Understand the environmental crimes of the Ba'ath regime and be able to analyze their impact on the environment and society. 9. Study the mass grave crimes of the Ba'ath regime. 10. Understand the events associated with mass grave crimes and classify them chronologically.
Indicative Contents	The guiding content in the language course includes a set of concepts and topics covered throughout the learning process. Important guiding content includes: 1. Definition of crime, linguistically and technically, concept of crime, and types of crime. 2. Crimes of the Ba'ath regime as documented by the Iraqi Supreme Criminal Court Law of 2005.

	3. Psychological and social crimes and their effects. 4. Militarization of society, the Ba'ath regime's stance on religion. 5. Violations of Iraqi laws, forms of human rights violations, and crimes of power. 6. Some of the Ba'ath regime's political and military violations. 7. Prison and detention facilities of the Ba'ath regime. 8. Environmental crimes of the Ba'ath regime in Iraq. 9. Mass grave crimes. 10. Genocide graves events committed by the Ba'ath regime in Iraq. 11. Chronological classification of genocide graves in Iraq from 1963 to 2003.
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Learning and Teaching Strategies

Strategies	The teaching and learning strategies used in the subject of "Crimes of the Former Ba'ath Party" include a variety of approaches and techniques that enhance students' learning. These strategies include: 1. Active Interaction: Students are encouraged to participate and actively participate in lessons through group discussions and interactive activities. 2. Cooperative Learning: Collaboration and cooperation are encouraged among students through group work and group projects, where students collaborate with each other to achieve specific learning objectives. 3. Use of Modern Technologies: Students benefit from the use of technology in the learning process, such as using computers and the internet for research and self-study. 4. Providing Immediate Feedback: Students are provided with immediate feedback and continuous assessment, both through oral and written assessments, helping them improve their performance and develop their skills. 5. Diversifying Communication Methods: A variety of communication and teaching methods are used, such as explanatory lectures, group discussions, practical activities, and presentations, to meet the different learning needs and styles of students.
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Student Workload (SWL)

الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل	31	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب أسبوعيا	2
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	19	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب أسبوعيا	1
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	50		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري

Week 1	Definition of crime in language and terminology, concept of crime, types of crime	
Week 2	Crimes of the Ba'ath regime according to the documentation of the Iraqi High Criminal Court Law of 2005	
Week 3	Psychological crimes of the Ba'ath regime and understanding the psychological effects of the Ba'ath regime's crimes on individuals and society	
Week 4	Social crimes of the Ba'ath regime and understanding the social effects of the Ba'ath regime's crimes on individuals and society	
Week 5	Violations of Iraqi laws	
Week 6	Some decisions on political and military violations of the Ba'ath regime	
Week 7	Midterm exam	
Week 8	Environmental crimes of the Ba'ath regime in Iraq (war pollution and the scorched earth policy)	
Week 9 & 10	Draining marshes and clearing palm groves, trees, and crops	
Week 11 & 12	Mass graveyard crimes and genocide graves committed by the Ba'ath regime in Iraq	
Week 13, 14 & 15	Chronological classification of genocide graves in Iraq from 1963-2003	
Week 16	Preparing for the final exam	

Module Evaluation

تقييم المادة الدراسية

		Time/ Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	15% (15)	7, 11	LO #1, 5, 8
	Assignments	2	15% (15)	6, 13	LO # 2, 4, 9
	Projects / Lab.				
	Report	1	10% (10)	14	LO # 1-10
Summative assessment	Midterm Exam	2 hours	10% (20)	7	LO # 1-5
	Final Exam	3 hours	50% (50)	16	All
Total assessment			100% (100 Marks)		

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	Curriculum of the Iraqi Ministry of Higher Education and Scientific Research - Crimes of the Ba'ath Regime in Iraq 2023	Yes
Recommended Texts		No
Websites	The Collage E-Library	

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX - Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F - Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Commercial Law قانون تجاري		Module Delivery
Module Type	Core		☒ Theory ☐ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☐ Seminar
Module Code	CL1403		
ECTS Credits	7		
SWL (hr/sem)	175		
Module Level	UGII	Semester of Delivery	Four
Administering Department	Business Management Techniques	College	HAD
Module Leader	Khamess Hamada	e-mail	khamees.h@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	None	e-mail	e-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1- Providing students with a comprehensive understanding of the basic concepts of commercial law and commercial companies in Iraq. 2- Preparing students to be able to understand and master the commercial and corporate laws applicable in both the public and private sectors in Iraq.
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	The learning outcomes for this course are: 1. Understand the concept of commercial law. 2. Understand the laws related to the Iraqi environment. 3. Be able to recognize the legal effects of commercial papers. 4. Understand the legal aspects of commercial business. 5. Understand the theoretical and practical aspects of commercial law.
Indicative Contents المحتويات الإرشادية	The guiding content in the language course includes a set of concepts and topics covered during the learning process. Important guiding content includes: 1. Defining commercial law, both linguistically and technically, and the concept. [10 hrs] 2. Understanding commercial businesses. [10 hrs] 3. Iraqi commercial laws. [15 hrs] 4. Familiarity with Iraqi Companies Law No. 21 of 1997, as amended. [14 hrs] 5. The nature of commercial papers. [10 hrs]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	The teaching and learning strategies used in the Commercial Law course include a variety of approaches and techniques that enhance students' learning. These strategies include: 1. Active Interaction: Students are encouraged to participate and actively participate in lessons through group discussions and interactive activities. 2. Cooperative Learning: Collaboration and cooperation are encouraged among students through group work and group projects, where students collaborate with each other to achieve specific learning objectives. 3. Use of Modern Technologies: Students benefit from the use of technology in the learning process, such as using computers and the internet for research and self-study. 4. Providing Immediate Feedback: Students are provided with immediate feedback and continuous assessment, both oral and written, helping them improve their performance and develop their skills. 5. Diversifying Communication Methods: A variety of communication and teaching methods are used, such as explanatory lectures, group discussions, practical activities, and presentations, to meet the different learning needs and styles of students.
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Student Workload (SWL)

الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل	59	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب أسبوعيا	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	116	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب أسبوعيا	8
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	175		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري

	- Iraqi Commercial Law No. 30 of 1984 (its definition, importance).	1
	- Commercial businesses (definition, types, importance, objectives, distinguishing them from civil businesses).	2
	- The merchant (definition, types (natural, legal), and legal conditions).	3
	- Trade name, commercial books, legal rules related to keeping commercial books).	4
	- Commercial contracts (definition of the contract, contract formation (its elements), commercial contracts (definition, types))	5
	- Iraqi Companies Law No. 21 of 1997, as amended.	7- 6
	- Commercial companies (concept, definition, types (partnerships, joint-liability, simple, sole proprietorship), (definition, legal characteristics)).	8
	- Capital companies (joint-stock and limited companies), (definition, legal characteristics)).	10- 9
	- Mixed companies (definition, characteristics).	11
	- Commercial Papers (Definition, Types: Commercial Transfer (Bill of Exchange), Its Creation (Substantive and Formal Conditions)	12
	Endorsement of Commercial Transfer (Definition, Creation, Types)	13
	Endorsement of Ownership (Definition, Creation)	14
	Endorsement by Power of Attorney, Security Endorsement (Definition, Creation)	15

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	Dr. Kamel Al-Baldawi - Commercial Companies in Iraqi Law - Dar Al-Kutub for Printing and Publishing - Mosul 1990 Dr. Bassem Mohammed Saleh, Adnan Al-Azzawi - Commercial Law for Commercial Companies - Dar Al-Kutub for Printing and Publishing - Baghdad - no publication year Dr. Mohammed Al-Sayrafi - Bank Management, First Edition - Dar Al-Wafa Publisher - Alexandria 2007 Dr. Ahmed Abdel Moneim Mohammed Shafiq - Introduction to Bank Management - Benha University, Egypt - 2007, 2008 Dr. Ismail Khalil Ismail Ramadan - Tax Accounting - University of Baghdad 2002 Dr. Raed Naji Ahmed - Public Finance and Financial Legislation in Iraq - Al-Atik Book Industry Publisher - Cairo - no publication year	Yes
Recommended Texts		No
Websites	The Collage E-Library	

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX - Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F - Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Intermediate accounting محاسبة متوسطة		Module Delivery
Module Type	Core		☒ Theory ☐ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☐ Seminar
Module Code	IA1303		
ECTS Credits	4		
SWL (hr/sem)	100		
Module Level	UGII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	None	e-mail	e-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	FA1202	Semester	Two
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	By the end of the course, the student will be able to: 1. Understand advanced accounting treatments for financial statement components. 2. Prepare a trading and profit and loss account using actual data. 3. Perform entry adjustments for prepaid and accrued expenses and revenues. 4. Prepare final financial statements after adjustments. 5. Prepare and analyze a bank reconciliation statement and address discrepancies.
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	Through studying intermediate accounting, students will learn the following: 1. Prepare a trading account, income statement, and balance sheet. 2. Accurately record accounting adjustments. 3. Prepare a bank reconciliation statement and explain the reasons for discrepancies between the book and bank balances. 4. Present financial results using a logical and professional approach.
Indicative Contents المحتويات الإرشادية	Guidance content: The guidance content that can be benefited from is that those working in the accounting profession are fully aware that the fiscal year begins on 1/1 of each year and ends on 12/31 of the same year. Therefore, accountants must load the fiscal year with expenses and revenues for the purpose of determining the financial position through preparing the final accounts and stating the foundations and principles followed in the work.

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	The teaching and learning strategies used in intermediate accounting include a variety of approaches and techniques that enhance students' learning. These strategies include: 1. Active interaction: Students are encouraged to actively participate in lessons through group discussions and interactive activities. 2. Cooperative learning: Students are encouraged to collaborate through group work and group projects, where students collaborate with each other to achieve specific learning objectives. 3. Use of modern technologies: Students benefit from the use of technology in the learning process, such as using computers and the internet for research and self-study. 4. Providing immediate feedback: Students are provided with immediate feedback and continuous assessment, both oral and written, helping them improve their performance and develop their skills. 5. Diversifying communication methods: A variety of communication
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Student Workload (SWL)

الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل	59	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب أسبوعياً	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	41	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب أسبوعياً	3
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	100		

Delivery Plan (Weekly Syllabus)

المنهاج الأسبوعي النظري والتطبيقي

Week 1	- Accounting Concept.	
Week 2	- Generally Accepted Accounting Principles.	
Week 3		
Week 4	- Final Accounts in Commercial Companies.	
Week 5		
Week 6	- Trading Account, Trading Statement.	
Week 7		
Week 8	- Practice Exercises.	
Week 9		
Week 10	- Profit and Loss Account.	
Week 11		
Week 12	- Income Statement.	
Week 13		
Week 14	- Practice Exercises.	
Week 15	- Settlement of Prepaid Expenses.	

Module Evaluation

تقييم المادة الدراسية

		Time/ Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	15% (15)	7, 11	LO #1, 5, 8
	Assignments	2	15% (15)	6, 13	LO # 2, 4, 9
	Projects / Lab.				
	Report	1	10% (10)	14	LO # 1-10
Summative assessment	Midterm Exam	2 hours	10% (20)	7	LO # 1-5
	Final Exam	3 hours	50% (50)	16	All
Total assessment			100% (100 Marks)		

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	1- Jerr J. Weygandt, Paul D. Kimmel Donald E. Kieso, 2012, accounting principles 10 ^E , John Wiley & Sons, Inc. 2-Muhammad Tahir Al-Shawi, 1976, Intermediate Accounting, Principles and Theoretical Foundations and Practical Applications, Directorate of Dar Al-Kutub for Printing and Publishing - Baghdad.	Yes
Recommended Texts		No
Websites		

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX - Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F - Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
Module Title	Contemporary Human Resources Management		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	CHRM1402		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	UGII	Semester of Delivery	Four
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	HRM1301	Semester	Three
Co-requisites module	None	Semester	None

Module Aims, Learning Outcomes and Indicative Contents

Module Aims	1. Providing students with the necessary knowledge about the most important contemporary trends in human resource management. 2. Identifying the scientific foundations upon which human resource management must operate in light of contemporary challenges and trends. 3. Raising students' awareness of electronic, digital, and green human resource management practices. 4. Inspiring students to understand the philosophical implications and intellectual foundations of contemporary human resource management in its new role and mandate, which is centered around focusing on intangible assets (knowledge).
Module Learning Outcomes نتائج التعلم	Upon completion of the course, students should be able to: 1. Understand the overall value of an organization, represented by its components: intellectual, human, and social capital. 2. Enhance their skills in dealing with and studying the challenges we face in the future, preparing them to face future challenges in their field of specialization as highly knowledgeable and capable businessmen or managers. 3. Understand and focus on modern methods of human resource management to build a contemporary strategy to mitigate the problems prevalent in business organizations and how to overcome them through work-life balance, quality of work life, and human resource proficiency.
Indicative Contents المحتويات الإرشادية	The guiding content includes the following: 1- The concept of international human resource management, its objectives, importance, and requirements for its implementation. What are the factors that led to the internationalization of human resources? The contemporary roles and challenges of international human resource management. [6 hours] 2- The concept of electronic human resource management, its objectives, importance, requirements for its implementation, and areas of benefit in the human resources department. [5 hours]. 3- The concept of green human resource management, its importance, requirements for its implementation, and green human resource management practices. [5 hours]. 4- The concept of digital human resource management, its importance, requirements for its implementation, and digital human resource management practices. [5 hours]. 5- The concept of intellectual capital, its importance, and characteristics. The foundations and principles of building and developing intellectual capital and its components. [5 hours]. 6- The concept of social capital, its importance, and characteristics. The foundations and principles of building and developing social capital and its

	components. [5 hours]. 7- The concept of human capital, its importance, and characteristics. The foundations and principles of building and developing human capital and its components. [4 hours]. 8- The concept of talent management, its importance, principles, and strategies. [4 hours]. 9- The concept of high-performance work systems, importance, principles, and practices. [4 hours]. 10- The concept of quality of work life, importance, goals, and dimensions. [3 hours]. 11- The concept of work-life balance, importance, dimensions. [4 hours]. 12- The concept of employee empowerment, importance, goals, dimensions, the concept of employee engagement, importance, goals,
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Learning and Teaching Strategies

Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.
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Student Workload (SWL)

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	141	Unstructured SWL (h/w)	8
Total SWL (h/sem)	200		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	5% (10)	7, 8	LO # 8
	Seminar	1	5% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	20% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	International Human Resource Management
Week 2	Electronic Human Resource Management
Week 3	Digital Human Resource Management
Week 4	Green Human Resource Management
Week 5	Intellectual Capital
Week 6	Social Capital
Week 7	Human Capital
Week 8	Talent Management
Week 9	High-Performance Work Systems
Week 10	Quality of Work Life
Week 11	Work-Life Balance
Week 12	Employee Empowerment
Week 13	Employee Engagement
Week 14	Human Resource Management Mastery
Week 15	Exam Preparation (Final Exam)

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Lab 1: Techniques of human resource planning
Week 2	Lab 2: Techniques of Job analysis and job design
Week 3	Lab 3: Techniques of Recruitment
Week 4	Lab 4: Techniques of Selection and appointment
Week 5	Lab 5: Techniques of Training
Week 6	Lab 6: Techniques of Performance evaluation

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	➤ Al-Taie, Hajim Yousef, and Al-Abadi, Hashim Fawzi, and Zaid Munir, "Human Resources Management - Contemporary Issues in Administrative Thought" (2015), first edition, Safaa Publishing and Distribution House, Amman, Jordan. ➤ Al-Zubaidi, Ghani Daham Tanai Abbas, Hussein Walid Hussein, and Al-Zubaidi, Nazim Jawad Abdul Salman, (2018), Human Resources Management: Contemporary Concepts and Trends, first edition, Al-Hamed Publishing and Distribution House, Amman, Jordan. Al-Obaidi, Maysoun, (2023), Contemporary Concepts in Human Resources Management and Organizational Behavior, First Edition, Al-Manahj Publishing and Distribution House, Amman, Jordan	yes

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

Course description

First 3

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Bank Management إدارة المصارف		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	BM1606		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	GUIII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	None	e-mail	e-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. This course aims to introduce students to the latest concepts in banking, as well as quantitative applications and tools in the field of banking management. 2. Identify the historical development of the Iraqi banking industry and its most important stages. 3. Explain the types of banks, their characteristics, and objectives. 4. Explain the concept and types of bank capital and its specificities in banking operations, as well as the strategy for managing bank capital adequacy. 5. Understand the concept of deposits, their types, and the factors affecting them, as well as the strategy for managing bank deposits and derivative deposits. 6. Explain the concept of bank credit, its types, and the components of credit policy, as well as banks' investment portfolios. 7. Study banking risk management methods and diagnose their impact on banking management decisions. 8. Explain the modern banking industry.
Module Learning Outcomes	1- Developing graduates' competencies to meet the needs of financial and banking organizations in the field of banking management. 2- Raising students' awareness of the integration of bank managers' decisions with the internal and external environment. 3- Providing students with modern knowledge in the field of banking management. 4- Developing students' skills and their ability to understand the problems facing banking management. 5- Connecting students directly to the labor market by focusing on field applications in the areas of planning, organizing, and controlling the financial and banking system. 6- Teaching students how to conduct financial analysis for banks.

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	1-Pose intellectual questions on everything related to financial and banking management, particularly bank management. 2-Present case studies related to financial and banking organizations in the field of banking management. 3-Have students work in teams and groups to diagnose banking problems and develop appropriate solutions.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	45	Structured SWL (h/w)	3
Unstructured SWL (h/sem)	105	Unstructured SWL (h/w)	6
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Introduction to the Banking System (Banking Fundamentals)
Week 2	The emergence and development of banking industry systems with reference to the Iraqi experience
Week 3	Types of banks / Central Bank
Week 4	Central Bank and Monetary Policy Instruments
Week 5	Types of banks / commercial banks
Week 6	Bank Objectives Management / Profitability Management
Week 7	Managing Bank Objectives / Liquidity Management
Week 8	Bank Objectives Management / Banking Risk Management
Week 9	Introduction to Banking Capital / Its Concept, Types, and Methods of Increasing Banking Capital / Sources of Banking Capital
Week 10	Introduction to Bank Capital / Its Specificity in Banking / Bank Capital Adequacy Management Strategy
Week 11	Bank Deposit and Derivative Deposit Management Strategy / Concept, Forms, Strategies and Influencing Factors
Week 12	Bank Deposit and Derivative Deposit Management Strategy / Mathematical Aspect
Week 13	Fundamentals of Bank Credit Portfolio Management / Concept, Importance, Institutions and Forms of Credit / Credit Policy / Basic Elements of Credit Policy, Credit Risk
Week 14	Fundamentals of Bank Investment Portfolio Management / The Concept of Bank Investment and Its Types / Fundamentals of Return and Risk for a Bank's Investment Portfolio / Methods of Calculating Risk and Comparing Investment Alternatives
Week 15	Introduction to Modern Banking / Fundamentals of Comprehensive Banking / Fundamentals of Electronic Banking

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	/
Week 2	/
Week 3	/
Week 4	/
Week 5	/
Week 6	/
Week 7	/

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1-Bank Management and the Specifics of Banking, Prof. Abdul Salam Lafta Saeed, 2023.	
	2-Bank Management: Reality and Practical Applications, Dr. Sadiq Rashid Al Shammari, 2012.	

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Supply Chain Management إدارة سلسلة التوريد		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	SCM1506		
ECTS Credits	4		
SWL (hr/sem)	100		
Module Level	UGI	Semester of Delivery	Five
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims اهداف المادة الدراسية	1– Providing students with scientific knowledge in the fields of supply chain, physical distribution, and logistics management. It provides students with numerous examples and models that enable them to choose appropriate alternatives that maximize the organization's returns and minimize physical distribution and logistics costs. 2– Enabling students to: Understand supply chain terminology; Introduce students to the scientific and practical dimensions of physical distribution activities; Understand the role of the supply chain in customer service; Understand the types and models of supply chains in a globalized world; Identify inventory measurement methods and real-time scheduling systems; Understand the relationship between information technology and supply chain management.
Module Learning Outcomes نتائج التعلم	1. Be able to understand the fields of supply chain, physical distribution, and logistics management. 2. Understand supply chain terminology, familiarize students with the scientific and practical dimensions of physical distribution activities, understand the role of the supply chain in customer service, understand the types and models of supply chains in a globalized world, identify inventory measurement methods and real-time scheduling systems, and understand the relationship between information technology and supply chain management.

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	1– Lectures: These present the course material, introducing the basic concepts and necessary knowledge. 2– Discussions with students by organizing interactive sessions on various topics, which enhances interaction, the exchange of ideas and opinions, and strengthens students' understanding of the scientific material. 3– Case studies: These are an educational tool for illustrating the practical applications of theoretical concepts and motivating students to think analytically and make decisions. 4– Continuous assessment: Using a variety of assessment methods to measure students' progress and understanding of the material, including tests
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	6
Unstructured SWL (h/sem)	41	Unstructured SWL (h/w)	3
Total SWL (h/sem)	100		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....8
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Supply chain concept,
Week 2	Achieving strategic fit and its scope,
Week 3	Supply chain indicators and determinants,
Week 4	Effective supply chain management,
Week 5	Distribution network design,
Week 6	Supply chain network design,
Week 7	Electronic supply chain management,
Week 8	Service supply chains,
Week 9	Green supply chain management,
Week 10	Supply chain demand forecasting,
Week 11	Aggregate supply chain planning,

Week 12	Sales and operations planning,
Week 13	Supply and demand planning,
Week 14	Supply chain coordination and determining optimal order size,
Week 15	Final exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Examples of the Supply Chain Concept
Week 2	Examples of Achieving Strategic Fit and Its Scope
Week 3	Examples of Supply Chain Indicators and Determinants
Week 4	Implementing Effective Supply Chain Management
Week 5	Examples of Distribution Network Design
Week 6	Examples of Supply Chain Network Design
Week 7	Implementing Electronic Supply Chain Management
Week8	Implementing Service Supply Chains
Week9	Implementing Green Supply Chain Management
Week10	Examples of Demand Forecasting in the Supply Chain
Week11	Examples of Aggregate Supply Chain Planning
Week12	Examples of Sales and Operations Planning
Week13	Examples of Supply and Demand Planning in the Supply Chain
Week14	How to Coordinate in the Supply Chain
Week15	Implementing Optimal Order Sizing

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1- Al-Lami, Ghassan Qasim and Al-Amri, Amer Abdul Latif, 2011, "Supply Chain Management - A Strategic Perspective", First Edition, Al-Warraq Publishing and Distribution, Amman, Jordan. 2- Rifai, Mamdouh Abdel Aziz, 2016, "Supply Chain Management - An Environmental Approach", Fourth Edition, Ain Shams University, Egypt. 3-Al-Ali, Abdul Sattar Muhammad and Al-Kanaani, Khalil Ibrahim, 2022, "Supply Chain Management", Fifth Edition, Dar Al-Masirah Publishing and Distribution, Amman, Jordan	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A – Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C – Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E – Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Quality and Control Management ادارة وضبط الجودة		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	QCM1505		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	UGIII	Semester of Delivery	
Administering Department	Business Management techniques	College	HAD
Module Leader	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Module Leader's Acad. Title	assistant professor	Module Leader's Qualification	PHD
Module Tutor	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	None	Semester	None
Co-requisites module	None	Semester	None

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims اهداف المادة الدراسية	1- Introducing the concept of quality, the historical development of this concept and the most important pioneers of quality. 2- Explaining the dimensions of quality in terms of (good quality, service quality) 3-Introducing the costs of quality, its types, and what is the relationship between quality and cost. 4-Definition and study of the most important quality control tools 5-Introducing total quality management and its most important principles
Module Learning Outcomes نتائج التعلم	Upon completion of the course, students should be able to: 1-Understanding the meaning of quality and its most important pioneers. 2-Distinguishing between the quality of goods and services. 3- Conducting exploratory studies for specific products and services and measuring their quality level. 4-Use some quality control methods to identify the causes of problems and phenomena and their root causes. 5-The ability to use statistical maps to identify deviations from quality .
Indicative Contents المحتويات الإرشادية	Indicative content includes the following. The concept of quality and the development of its historical concept and its pioneers[20 hrs.] Determining the dimensions of service quality and commodity quality, the types of quality costs, and what is the relationship between quality and cost, as well as what are the qualitative tools for quality control (checklist, Pareto chart, cause/effect chart) as well as quality control maps[20 hrs.] Introducing quality control management and its most important principles[19 hrs.]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	91	Unstructured SWL (h/w)	6
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	Determine the student's level of commitment to preparation before the lecture
	Assignments	2	10% (10)	7, 8	Assess the student's abilities to apply topics that suit them usefully
	Seminar	1	10% (10)	11	Enhancing the student's abilities in scientific research and presenting a scientific lecture
Summative assessment	Midterm Exam	2 hr	10% (10)	12	Evaluating the student's abilities in comprehending scientific material
	Final Exam	3hr	50% (50)	16	All previous outputs
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	The concept of quality and its historical development
Week 2	Quality Pioneers (Edward Deming, Joseph Juran, Philip Crosby)
Week 3	Quality dimensions of goods and services
Week 4	Quality costs (the concept, types of quality cost, the relationship between cost and quality)
Week 5	Quality control tools/checklist
Week 6	. quality control tools / Pareto analysis
Week 7	Quality control tools/cause-effect diagram
Week 8	Quality control tools /Quality control charts / the concept
Week 9	Quality control charts / $(\bar{R})$ chart
Week 10	Quality control charts/ $(\bar{X})$ chart
Week 11	Quality control charts / $(\bar{P})$ chart
Week 12	Quality control charts / $(\bar{C})$ chart
Week 13	Total quality management / The concept
Week 14	Total quality management / The principles
Week 15	Preparatory week before the final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	.
Week 3	
Week 4	
Week 5	
Week 6	
Week 7	

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1-J.Krajewski , P. Ritzman , K.Malhotra, Operation management,2016, Pearson Education Limited,U.S.A 2- Heize Jayr, Render, Barry ,Operation Management , 2017,Pearson Education Limited,U.S.A 3- Al-Khatib, Samir Kamel, Total Quality Management and ISO, 2012, Misr Library and Dar Al-Murtada, Baghdad, Iraq. 4- Al-Najjar, Sabah Majeed, Jawad, Maha Kamel, Quality Management, 2010, Dar Al-Doctor for Administrative and Economic Sciences, Baghdad, Iraq.	yes

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Managerial Economic اقتصاد اداري		Module Delivery
Module Type	Core		☒ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	ME1605		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	UGIII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	None	e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	PE3106	Semester	One
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. Teach students the nature of managerial economics and its importance to organizations. 2. Assist in understanding local, regional, and international economic phenomena. 3. Assist in distributing the gains of development fairly among members of society. 4. Assist in maximizing well-being at the individual and societal levels. 5. Assist in predicting expected economic conditions in order to maximize their benefits or work to address them by developing appropriate solutions. 6. Assist in advancing the economic development process to keep pace with the development taking place in the goods and services markets, the labor market, and the money market.
Module Learning Outcomes	1. Demonstrate an understanding of the fundamentals and mechanisms of demand and supply. 2. Describe the characteristics of market structure. 3. Apply quantitative methods to analyze real-world industrial problems..

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	محاضرات، واجب بيئي، حالات دراسية، حلقات نقاشية، لعب أدوار.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	45	Structured SWL (h/w)	3
Unstructured SWL (h/sem)	105	Unstructured SWL (h/w)	7
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	3,5,6,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	- What is managerial economics? The concept of managerial economics
Week 2	- What is its importance?
Week 3	- Analyzing the relationship between economic theory and managerial economics
Week 4	- Using economic analysis in the field of management
Week 5	- The relationship between economics and management science through managerial economics
Week 6	- Economic analysis and its methods
Week 7	- How do economic theories contribute to managerial decisions?
Week 8	- Factors influencing the managerial decision-making process
Week 9	- Profits and managerial decisions
Week 10	- The concept of profit and its importance. The economic and accounting concept of profit.
Week 11	- When do economic profits arise?
Week 12	- Profit theories:
Week 13	1. Reward for taking risks.
Week 14	1. Incomplete adaptation to change.
Week 15	Preparatory week before the Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	
Week 3	
Week 4	
Week 5	
Week 6	
Week 7	

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1-Samuelson, W. F., Marks, S. G., & Zagorsky, J. L. (2021). <i>Managerial economics</i> . John Wiley & Sons.	yes

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A – Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C – Good	جيد	70 - 79	Sound work with notable errors
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	F – Fail	راسب	(0-44)	Considerable amount of work required

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MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Electronic Management الإدارة الإلكترونية		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	EM1503		
ECTS Credits	4		
SWL (hr/sem)	100		
Module Level	UGIII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1– Understand the concept of e–governance, its benefits and advantages, and the services it provides. 2– Understand the principles, foundations, requirements, and theories associated with e–governance, and the means used in its implementation. 3– Identify the theoretical foundations of e–governance, its relationship to traditional management, and its elements. 4– Understand the functions and activities of e–governance. 5– Understand the patterns of e–governance and remote management methods. 6– Understand the changes that have occurred in management due to information and communications technology. 7 Understand global e–commerce strategies and study the principles and technologies of e–government.
Module Learning Outcomes نتائج التعلم	Upon completion of the course, students should be able to: 1. Understand all aspects related to the fundamentals of e–management at the cognitive and scientific levels. 2. Compare the fields of e–management and traditional management. 3. Distinguish between the types of e–management and their areas of application. 4. Master the skill of electronic signature on electronic memoranda. 5. Use software that supports e–management applications in the fields of commerce, marketing, banking, education, and electronic archiving. 6. Identify the difficulties and obstacles facing the implementation of e–management in some organizations. 7. Analyze the challenges facing the implementation of e–management.

Indicative Contents

المحتويات الإرشادية

The introductory content includes the following:

The concept, importance, and objectives of e-government. Dimensions of e-government. Reasons for the shift towards e-government - Elements of e-government - The e-government model - E-government - and e-commerce. [5 hrs]

Requirements for implementing e-government, stages of implementing e-government, and obstacles to implementing e-government [5 hrs]

The concept of e-government - Stages of e-government - Services provided by e-government - Objectives of e-government - Similarities and differences between e-government and e-transactions - The role of the Internet in e-government [5 hrs]

The concept of e-business - The e-business environment and its characteristics - The PSTEL model for describing the e-business environment - E-business requirements - Potential benefits and obstacles to implementing e-business - The concept, methods, and requirements of telework - Obstacles to adopting and implementing telework [5 hrs] The concept of e-commerce - Classifications of e-commerce based on the commercial relationship between participants - Some special models: B2B, B2C, Classifications of commerce based on the nature of the commercial process - The impact of e-commerce on traditional retail systems [5 hrs]

The concept of e-marketing - Types of e-marketing - Distinctive characteristics of e-marketing - Different forms of e-marketing [4 hrs]

The concept of e-learning - Characteristics of e-learning - Axis of e-learning - Advantages of e-learning - Types of e-learning - E-learning management system - Some online e-learning resources [5 hrs]

The concept of electronic archiving - The need for the emergence of electronic archiving - Advantages and benefits of electronic archiving - Types and objectives of electronic archiving systems - Problems of electronic archiving [4 hrs]

The concept of e-banking and its development - Types and advantages of e-banking - Comparison between e-banking and traditional banks [4 hrs]

The functions of e-management (e-planning, e-organization, e-leadership, e-control). Electronic planning, rules of electronic planning. Electronic regulation, concept, comparison between electronic and traditional regulation, forms of electronic regulation. [5 hrs]

The concept of electronic leadership, hard electronic leadership, soft electronic leadership, applications of electronic leadership. [3 hrs]

The concept and characteristics of electronic oversight, comparison between traditional and electronic oversight, advantages and disadvantages of electronic oversight, information security on the Internet, confidence in information network security. [4 hrs]

Electronic signature, electronic memorandum, and automated authentication of electronic documents (importance, objectives, and personal firewalls). [5 hrs]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	41	Unstructured SWL (h/w)	3
Total SWL (h/sem)	100		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Introduction to E-Government
Week 2	E-Government Application
Week 3	E-Government
Week 4	E-Business and Remote Work
Week 5	E-Commerce
Week 6	E-Marketing
Week 7	E-Learning
Week 8	E-Archiving
Week 9	E-Banking
Week 10	E-Government Functions (E-Planning, E-Organization, E-Leadership, E-Control)
Week 11	E-Government Security
Week 12	Electronic Signature, Electronic Memorandum
Week 13	Automated Authentication of Electronic Documents

Week 14	Experiences of Some Arab and Foreign Countries in Implementing E-Government
Week 15	Preparation for the Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Case studies on the transition to e-government
Week 2	Introductory videos on the implementation of e-government
Week 3	Case studies on e-government
Week 4	Case studies on e-business and remote work
Week 5	Case studies on e-commerce
Week 6	Case studies on e-marketing
Week 7	Case studies on e-learning
Week 8	Case studies on electronic archiving
Week 9	Case studies on e-banking
Week 10	Applications and examples supported by images and illustrative videos on e-planning, e-organization, e-leadership, and e-control
Week 11	Case studies on e-government security
Week 12	Case studies on electronic signatures and electronic memoranda
Week 13	Case studies on automated authentication of electronic documents
Week 14	Presenting the experiences of some Arab and foreign countries in implementing e-government
Week 15	Preparation for the final exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	➤ Kafi, Mustafa Yousef, (2011), E-Governance, Raslan Publishing and Distribution House, Damascus, Syria. ➤ Ahmed, Muhammad Samir, (2009), E-Governance, Al-Maysarah Publishing and Distribution House, Amman, Jordan. ➤ Hamed, Fidaa, (2015), E-Governance - Theoretical and Applied Foundations, Al-Kindi Publishing and Distribution House, Amman, Jordan. ➤ Al-Ghamdi, Muhammad bin Fawzi, (2021), E-Governance, King Fahd Library, Dammam □ Green , William B, (1993) ," introduction to electronic document management system " , 1 st edition , publishing of United States of America . □ Shah, Mahmood, & Clarke, Steve (2009) ," E-Banking Management: Issues, Solutions, and Strategies " , 1 st edition ,printed in the south – western collage ,publishing ,New York ,U.S.A. □ Laudon, Kenneth C & Traver. Carol Guercio,(2017), E- commerce.",6 th edition, Published by the United States of America..	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Financial Management		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	FM1601		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	GUIII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	Financial Analysis التحليل المالي FA1501	Semester	Five
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. Provide students with theoretical and practical skills related to financial management in financial and accounting institutions. 2. Make decisions related to financial decisions within the institution. 3. Understand the time value of money. 4. Understand the decisions made by financial managers through forecasting financial needs and making financing and investment decisions. 5. Understand financial and operational levers.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. Define financial management, its functions and objectives, and financial markets and. 2. Calculate the time value of money. 3. Forecast financial needs. 4. Define operating leverage, financial leverage, and the break-even point. 5. Understand sustainable growth.
Indicative Contents	The guidance content includes:

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	91	Unstructured SWL (h/w)	6
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	6,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Financial Management Vocabulary:
Week 2	- Financial Management: Overview and Environment
Week 3	- Financial Markets
Week 4	- Financial Institutions
Week 5	- Time Value of Money
Week 6	- Solving Exercises on the Time Value of Money
Week 7	- Forecasting and Planning Financial Needs
Week 8	- Sustainable Growth
Week 9	- Financial Control and Break-Even Point
Week 10	- Operating and Financial Leverage
Week 11	- Working Capital Management
Week 12	- Examples of Working Capital Management
Week 13	- Inventory Management
Week 14	- Solving Exercises on Inventory Management
Week 15	- Managing Short-Term Assets

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Scientific examples of financial management and the financial management environment
Week 2	Scientific examples of financial markets and financial institutions
Week 3	Scientific examples of the time value of money
Week 4	Exercises on the time value of money
Week 5	Exercises on forecasting and planning financial needs
Week 6	Exercises on sustainable growth
Week 7	Exercises on financial control and the break-even point
Week 8	Exercises on operating and financial leverage
Week 9	Exercises on working capital management
Week 10	Exercises on working capital management
Week 11	Exercises on inventory management
Week 12	Exercises on inventory management
Week 13	Exercises on short-term asset management
Week 14	Exercises on cash management
Week 15	Exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1. Al-Amri, Muhammad Ali, 2015, Modern Management, Fourth Edition, Amman, Jordan. 2. Prof. Sadiq Rashid Al-Shammari, and Nagham Hussein Nimah (2014), Fundamentals of Financial Management: Introduction and Applications, Al-Kitab Press, Baghdad, Iraq.. 3. Gitman, Lawrence J, (Principles of Managerial Finance), tenth edition, 2014. 4. Ross–Westerfield–Jaffe (Finance- Corporate Finance) Corporate Finance, Sixth Edition, 2009.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C – Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Organizational Behavior		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	OB1601		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	UGI	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	OT1502 نظرية المنظمة	Semester	Five
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1. To enable students to become familiar with the concepts, methods of analysis, and theories governing organizational behavior in business organizations. 2. To gain an understanding of individual and group behavior in business organizations and how management deals with them. 3. To identify the most important behavioral problems facing organizations, particularly the problem of work-related stress, satisfying employee motivation, raising employee morale, and methods of motivating them. 4. To enable students to understand the importance of organizational behavior and how to harness and refine it, as it is the general behavior recognized by all employees in the organization.
Module Learning Outcomes نتائج التعلم	Upon completion of the course, students should be able to: 1. Understand the various behavioral aspects that influence administrative processes and activities. 2. Focus on the most important topics related to behavior, including knowledge and theories of personality, attitudes, values, motivations, incentives, perception, learning, and leadership. 3. Transform their unacceptable behaviors into behaviors that reflect their personalities and ensure public acceptance, both now and in the future. 4. Analyze various administrative and behavioral situations and situations. 5. Diagnose and analyze human behavior at the individual, group, and organizational levels. 6. Know how to deal with human behavior and direct various types of behavior in a manner that serves organizational goals. 7. Understand and simulate contemporary organizational problems, particularly from the behavioral perspective of employees within the organization. 8. Deepen the intellectual aspect related to employee personality theories and how to address them, while reviewing the positive and negative aspects of organizational behavior topics.

Indicative Contents المحتويات الإرشادية	The guiding content includes the following:
	The concept and importance of organizational behavior and the intellectual contributions to its development. [5 hours]
	The concept of personality and its determinants (functional, acquired, situational, humanistic) and personality theories (trait, self, psychological, social) [5 hours]
	The concept of perception and its influencing factors [3 hours]
	Learning in terms of concept, importance, principles, conditions, and theories [3 hours]
	Values (concept, sources, and types, values and work ethics) [5 hours]
	Attitudes (concept, functions, modifying attitudes) [3 hours]
	Motives (concept of motivation, theories of motivation) and incentives (concept, importance, types, and the relationship between motives and incentives) [5 hours]
	Leadership (concept, elements, principles, types, approaches and theories of administrative leadership) [5 hours]
	Work groups (concept, types, theories explaining their emergence). [5hrs]
	Work teams (concept, stages of formation, success factors, challenges of formation, difference between work groups and work teams) [5hrs]
	Work stress (concept, causes and sources, influences, how to manage it) [5hrs]
	Job satisfaction (concept, importance, characteristics, influencing factors) [5hrs]
	Organizational commitment (concept, importance, types, approaches, influencing factors)

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	91	Unstructured SWL (h/w)	6
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Organizational Behavior: Concept, Importance, Historical Development, Theories
Week 2	Personality: Concept and Determinants, Personality Theories
Week 3	Perception: Concept, Influencing Factors
Week 4	Learning: Concept, Importance, Principles, Conditions, Theories
Week 5	Values: Concept, Sources, and Types, Values and Work Ethics
Week 6	Attitudes: Concept, Functions, Attitude Modification
Week 7	Motives: Concept of Motivation, Theories of Motivation
Week 8	Incentives: Concept, Importance, Types, Relationship between Motivation and Incentives
Week 9	Leadership: Concept, Elements, Principles, Types, Approaches and Theories of Administrative Leadership
Week 10	Work Groups: Concept, Types, Theories Explaining Their Origin
Week 11	Work Teams: Concept, Stages of Formation, Success Factors, Challenges of Formation, Differences Between Work Groups and Teams
Week 12	Communication: Concept, Importance, Objectives, Types, Communication Methods and Techniques, Skills Required for the Communication Process
Week 13	Work Stress: Concept, Causes and Sources, Effects of Stress on Work, How to Manage Stress
Week 14	Job Satisfaction: Concept, Importance, Characteristics, Influencing Factors
Week 15	Organizational Commitment: Concept, Importance, Types, Approaches, Influencing Factors

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Explanatory films on the development of organizational behavior
Week 2	Case studies on personality types
Week 3	Training session on perception and its influencing factors
Week 4	Case studies on organizational learning
Week 5	Case studies on organizational values
Week 6	Training session on attitudes and how to modify them
Week 7	Applications and examples, reinforced with images and illustrative films, on motivation and incentives
Week 8	Case studies on leadership and its styles
Week 9	Case studies on work groups
Week 10	Experimental presentations on effective work teams
Week 11	Case studies on communication and its trends
Week 12	Applications and examples, reinforced with images and illustrative films, on work stress
Week 13	Applications and examples, reinforced with images and illustrative films, on job satisfaction
Week 14	Case studies on organizational commitment
Week 15	Final exam preparation

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	➤ Al-Maghribi, Muhammad Al-Fateh Mahmoud Bashir, (2016), "Organizational Behavior - A Study of Individual and Collective Human Behavior in Business Organizations", Sixth Edition - Dar Al-Janan for Publishing and Distribution, Amman, Jordan. □ McShane, Steven L.& Von Glinow, Mary Ann,(2024), Organizational Behavior : Emerging Knowledge. Global Reality.",10 edition, Published by McGraw Hill LLC. □ Robbins Stephen P.& Judge, Timothy A,(2022), "Essentials of Organizational Behavior", 15th edition, published by Pearson Education. □ MULLINS .LAURIE J. & REES GARY , (2023), " management &oganzizational Behavior", 13th edition, published by Pearson Education.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Financial Analysis التحليل المالي		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	FA1501		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	UGIII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1. Provide students with theoretical and practical skills related to financial management in financial and accounting institutions. 2. Understand financial statements and prepare final accounts, as well as profit and loss accounts. 3. Identify and analyze the most important financial ratios. 4. Understand the disclosure of sources of funds and their uses. 5. Perform horizontal and vertical analysis of financial statements.
Module Learning Outcomes نتائج التعلم	Upon completion of the course, students should be able to: 1. Define financial management, its functions, objectives, and financial markets and. 2. Prepare financial statements and final accounts for institutions. 3. Understand and analyze financial ratios. 4. Identify sources and uses of funds. 5. Define a cash flow statement. 5. Understand horizontal and vertical analysis.
Indicative Contents المحتويات الإرشادية	يتضمن المحتوى الإرشادي ما يلي:

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	يعتمد التقييم على الواجبات ، والامتحان التحريري ، ودراسة الحالة، والندوات، والاختبارات العملية والاختبارات عبر الإنترنت.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	91	Unstructured SWL (h/w)	6
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8

	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Financial Analysis Vocabulary:
Week 2	- Financial Statements:
Week 3	- Income Statement
Week 4	- Balance Sheet
Week 5	- Selecting a Retrospective Comparator
Week 6	- Financial Ratio Group:
Week 7	- Financial Ratio Analysis: 1. Liquidity Ratio Analysis 2. Leverage Ratio Analysis
Week 8	- 3. Activity or Operational Efficiency Ratios
Week 9	- 4. Operating Profitability Ratios
Week 10	- 5. Financial Market Indicators
Week 11	- 6. Growth Ratios
Week 12	- Disclosure of Sources and Uses of Funds
Week 13	- Cash Flow Statement
Week 14	- Quality of Analysis Ratios
Week 15	- Earnings Quality Ratios

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Scientific examples of income statement
Week 2	Scientific examples of the balance sheet
Week 3	Scientific examples of selecting a retrospective comparator
Week 4	Scientific examples of financial ratio analysis, liquidity ratio analysis, and leverage ratio analysis
Week 5	Scientific examples of activity ratios or operational efficiency
Week 6	Scientific examples of financial market indicators and growth ratios
Week 7	Scientific examples of revealing the sources and uses of funds
Week 8	Scientific examples of revealing cash flows and quality ratios
Week 9	Scientific examples of earnings quality ratios

Week 10	Scientific examples of liquidity quality ratios
Week 11	Scientific examples of trend analysis
Week 12	Scientific examples of vertical analysis
Week 13	Scientific examples of horizontal analysis
Week 14	Solving general exercises
Week 15	Test

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library ?
Recommended Texts	1. العامري، محمد علي ، 2015 ، <u>الإدارة الحديثة</u> ، الطبعة الرابعة ، عمان ، الاردن. 2. Gitman, Lawrence J, (Principles of Managerial Finance), tenth edition, 2014. 3. Ross–Westerfield–Jaffe (Finance- Corporate Finance) Corporate Finance, Sixth Edition, 2009.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Programming Packages حزم برمجية		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	PP1603		
ECTS Credits	3		
SWL (hr/sem)	75		
Module Level	UGIII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Professor	Module Leader's Qualification	Ph.D.
Module Tutor	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	MTU1005	Semester	Four
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. To explain the fundamental concepts of descriptive statistics. 2. To describe the techniques of sampling to select samples. 3. To represent data via figures and plots. 4. To describe central tendency measures for data. 5. To describe dispersion measures for data points. 6. To explain the correlation among variables. 7. To explain the fundamentals of regression analysis and its concepts.
Module Learning Outcomes	Upon completion of the course, students should be able to: 1. Understand the basic concepts of statistics science. 2. Determine the proper sample size for survey studies and researches. 3. Visualize different types of data in more informative plots.. 4. Summarize data in frequency tables. 5. Summarize data by using central tendency measures. 6. Compute the dispersion in data. 7. Identify the relationships among variables. 8. Compute and measure the effects of one variables on other variables. with comment.
Indicative Contents	Indicative content includes the following. <u>1</u>- Excel Functions, [6 hrs.] <u>2</u>- The Financial functions, [6 hrs.] <u>3</u>- Descriptive Statistics, [6 hrs.] <u>4</u>- Compute central tendency measures with properties, [6 hrs.] <u>5</u>- Compute dispersion measures with its properties, [10 hrs.] <u>6</u>- Determine the relationship among variables, [10 hrs.] <u>7</u>- Compute the regression analysis for dependent and explanatory variables, [11 hrs.]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	16	Unstructured SWL (h/w)	2
Total SWL (h/sem)	75		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 11	LO # 8
	Seminar	1	10% (10)	13	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

Week	Material Covered
Week 1	Learn and use functions in Excel
Week 2	Learn conditional functions (If, Count-If, Nested If)
Week 3	Financial functions and their applications in Excel
Week 4	Statistical functions and their applications in Excel
Week 5	Learn basic SPSS interfaces
Week 6	Enter data and control program formats
Week 7	Calculate indices of central tendency - means and dispersion with interpretation
Week 8	Calculate correlation coefficient
Week 9	Calculate regression analysis for a single variable
Week 10	Calculate multiple regression analysis
Week 11	Calculate t-test for one sample and two independent and dependent samples
Week 12	Calculate F for the difference between means and perform graphs
Week 13	Nonparametric tests
Week 14	Analysis in AMOS
Week 15	Preparatory week before the final exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Practical examples on familiarizing yourself with the basic interfaces of SPSS
Week 2	Practical examples on entering data and controlling program formats
Week 3	Practical examples on calculating indices of central tendency - means
Week 4	Practical examples on calculating measures of dispersion
Week 5	Practical examples on calculating the correlation coefficient
Week 6	Practical examples on calculating regression analysis for a single variable
Week 7	Practical examples on calculating multiple regression analysis

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1-Alan Roberts,” EXCEL 2023: The Practical Step-by-Step Manual of Microsoft Excel for Learning Basic and Advanced Features, Formulas, and Charts with Easy and Clear Examples ”2023 2- Landau,Sabine and Everitt,Brian S. “A Handbook of Statistical Analyses using SPSS”.CRC Press LLC, 2004 3-البلداوي، عبد الحميد عبد المجيد“ أساليب البحث العلمي التحليل الاحصائي- التخطيط للبحث وجمع ابيانات يدوياً وباستخدام برنامج “ . SPSS دار الشروق للنشر والتوزيع-عمان-الاردن2007 .	No No No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Cost Accounting Principles مبادئ محاسبة تكاليف		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	CAP1504		
ECTS Credits	4		
SWL (hr/sem)	100		
Module Level	UGIII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	IA1303	Semester	Three
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1- Learn the principles of cost accounting and its importance in controlling cost elements and determining product costs. 2- Equip the student with the basic skills necessary to calculate product costs by identifying and listing cost elements such as materials, wages, and expenses.
Module Learning Outcomes نتائج التعلم	Upon completion of the course, students should be able to: .1 Understand the principles of cost accounting and their importance in controlling cost elements and determining product costs. .2 Perform and implement the basic skills necessary to calculate product costs by identifying and listing cost elements such as materials, wages, and expenses.
Indicative Contents المحتويات الإرشادية	

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	41	Unstructured SWL (h/w)	3
Total SWL (h/sem)	100		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Definition of cost, definition of cost accounting, cost elements, prime cost, overhead costs, cost steps, cost types, nature of cost, cost classification, cost centers, cost unit, basic documents.
Week 2	Objectives of cost accounting, the relationship of cost accounting to financial and managerial accounting, and its relationship to operations research.
Week 3	The position of cost management within the organizational structure, the relationship of cost management to other departments, the administrative organization of cost management and the functions of its employees, and the steps required to establish a costing system.
Week 4	The concept of cost for measuring the cost of finished production and inventory valuation, cost concepts used for control purposes, cost concepts for planning and decision-making.
Week 5	The relationship between cost, expense, expenditure, and loss.
Week 6	Category of cost elements according to: physical classification, functional classification, classification based on their relationship to the product unit, and classification based on their relationship to production volume.
Week 7	Methods of cost measurement.
Week 8	A comparison of cost measurement methods.
Week 9	An explanation of some of the equations used to find the elements of the cost and income statements according to the total and variable methods.
Week 10	Cost of goods sold flow.
Week 11	Material cost accounting, the importance of the material component, material purchasing, and the accounting cycle for purchasing cost accounting, material storage, documents, and inventory records.
Week 12	Material disbursement, pricing, and pricing methods.
Week 13	The accounting cycle for the cost of disbursed materials.
Week 14	Material inventory, inventory types, and accounting entries related to the material cost component.
Week 15	Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Practical examples of primary and additional costs, their types, cost centers, and cost units, with examples of how to classify costs and the types of documents used.
Week 2	Practical examples of the nature of the relationship between cost accounting and other accounting disciplines.
Week 3	Practical examples of how to organize cost departments and their relationship to the organizational structure of the organization.
Week 4	Examples of measuring the cost of finished goods and how to measure inventory.
Week 5	Practical examples of materials, wages, and expenses.
Week 6	Practical examples of the types of cost classifications.
Week 7	Practical examples of how to prepare a cost statement using the total method.
Week 8	Practical examples of how to prepare an income statement using the total method.
Week 9	Practical examples of how to prepare a cost statement using the variable method.

Week 10	Practical examples of how to prepare an income statement using the variable method.
Week 11	Practical examples of how to find the elements of the cost and income statements using the total and variable methods.
Week 12	Practical examples of the cost of materials, their purchase, and the records and documents used.
Week 13	Practical examples on pricing materials used for production.
Week 14	Practical examples on the records and documents used to calculate the cost of materials used.
Week 15	Practical examples on inventory and accounting treatments for inventory differences, and accounting entries in the materials cycle in warehouses.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1-Edward J. Van Derbeck, Principles of cost accounting 15 th Edition, 2010. -2Lubna Hashim Noman Al-Ani, Cost Accounting/A Scientific and Applied Curriculum, First Edition, 2013. 3- Ali Abdul Rahim, Youssef Al-Adly, Muhammad Ahmad Al-Azma, Fundamentals of Cost and Management Accounting, 1999	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Cost Accounting محاسبة تكاليف		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	CA1604		
ECTS Credits	3		
SWL (hr/sem)	75		
Module Level	UGIII	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	CAP1504	Semester	Five
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1- Providing students with the basic concepts of labor costs and overhead costs and related problems. -2Providing students with the basic skills necessary to calculate labor costs and indirect manufacturing costs, as well as the most important methods used to measure these two components.
Module Learning Outcomes نتائج التعلم	Upon completion of the chapter, students should be able to: 1. Deal with labor costs and overhead costs and related problems. 2. Calculate labor costs and indirect manufacturing costs and the most important methods used to measure these two components.
Indicative Contents المحتويات الإرشادية	
Learning and Teaching Strategies استراتيجيات التعلم والتعليم	
Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.

Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	45	Structured SWL (h/w)	3
Unstructured SWL (h/sem)	30	Unstructured SWL (h/w)	2
Total SWL (h/sem)	75		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	The importance of the labor element in costing, the role of personnel management in controlling the labor element.
Week 2	The most important methods used in wage payment.
Week 3	Methods of classifying and measuring labor costs.
Week 4	In-kind benefits associated with the labor element.
Week 5	The documentary cycle for controlling and accounting for labor costs.
Week 6	Accounting problems related to the labor cost element.
Week 7	Clarifying accounting entries for the wage element.
Week 8	Methods for calculating incentive bonuses for employees.
Week 9	Expenses for services provided by others, depreciation installments for fixed assets, accounting entries for expenses.
Week 10	The concept of indirect manufacturing costs. How to identify and determine the elements of indirect manufacturing costs.
Week 11	Distributing indirect manufacturing costs to the cost centers that benefit from them.
Week 12	Redistributing indirect manufacturing costs from service centers to production centers.
Week 13	Charging the costs of production centers to production units.
Week 14	Direct and indirect marketing costs, their classification, and their allocation to units sold, and administrative and financial service costs.
Week 15	Preparing for the final exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Practical examples of job cost types.
Week 2	Practical examples of methods used in wage payment.
Week 3	Practical examples of measuring job cost.
Week 4	Practical examples of the documentation and accounting cycle for job costing.
Week 5	Practical examples of entries related to some accounting problems related to the labor
Week 6	Practical examples of how to calculate overtime costs and bonuses.
Week 7	Practical examples of calculating wage details, including holidays, vacations, and lost time (normal and abnormal).
Week 8	Practical examples of recording accounting entries for wages.
Week 9	Practical examples of expenses for services provided by others and depreciation.
Week 10	Practical examples of calculating incentive bonuses according to the Halsey method.
Week 11	Practical examples of calculating incentive bonuses according to the Rowan method.
Week 12	Practical examples of determining indirect cost elements.
Week 13	Practical examples of distributing indirect manufacturing costs to the centers that benefit
Week 14	Practical examples of how to redistribute service center costs to production centers according to established methods.
Week 15	Practical examples of marketing costs and how to identify, account for, and allocate them to cost centers.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1-Edward J. Van Derbeck, Principles of cost accounting 15 th Edition, 2010. -2 Lubna Hashim Noman Al-Ani, Cost Accounting/A Scientific and Applied Curriculum, First Edition, 2013. 3- Ali Abdul Rahim, Youssef Al-Adly, Muhammad Ahmad Al-Azma, Fundamentals of Cost and Management Accounting, 1999	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
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	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
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	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54). The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Organization Theory نظرية المنظمة		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	OT1502		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	UGI	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohamme	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1. Understand the concept of the organization, its characteristics, reasons for its existence, and types, and explain the various approaches that explain it. 2. Understand organizational theory and the ability to interpret it from multiple intellectual perspectives. 3. Describe the organizational environment, both internal and external, from multiple perspectives. Also, be able to analyze its elements, interactions, and impact on organizations, and how the organization responds to these interactions and impacts. 4. Understand the concept of organizational effectiveness and the intellectual approaches it addresses, and be able to measure it and how to achieve the highest possible effectiveness in practice. 5. How to design an organization in a way that achieves balance, harmony, and integration among all roles, departments, and levels, enabling it to achieve the highest possible effectiveness and efficiency through optimal response to its external environment and the highest possible value. 6. Compare different organizational structures and highlight the advantages and disadvantages of each type, enabling leaders to choose the appropriate structure for the organization in question in practice. 7. Identify all the various factors influencing the design of organizational structures and the impact of each of these factors on organizational design and change.
Module Learning Outcomes نتائج التعلم	Upon completion of the course, students should be able to: 1. Understand the most important foundations, principles, concepts, and theoretical foundations related to organizational theory. 2. Use critical thinking to address controversial issues related to organizational theories. 3. Master the skill of identifying the organizational environment and the theoretical foundations that address this environment. They should also understand the administrative approaches that address organizational design, the prevailing organizational structures, their characteristics and specifications, and the factors that influence organizational design. 4. Measure organizational effectiveness from various perspectives and identify the factors that influence this effectiveness across all elements of the system (inputs, processes, outputs). 5. Manage change and manage conflict in organizations.

Indicative Contents المحتويات الإرشادية	The guiding content includes the following: The concept of the organization and organizational theory (the nature of the organization, the various approaches addressed by the types of organizations, the reasons for their formation, the roles they play in the business environment, and the challenges facing business organizations) [hrs5] What is organizational theory, its components, the reasons for studying it, the approaches that have addressed its study, and the intellectual contributions to its development (traditional, humanistic, behavioral, and contemporary theories). [5 hrs] Organizational Design and Organizational Structure Design (The Nature of Organizational Design and Its Explanatory Models) [5 hrs] Organizational Structure and Its Dimensions (Complexity, Formality, Centralization) [5 hrs] Situational Factors Influencing the Dimensions of the Organizational Structure (Environment, Strategy) [5 hrs] Situational Factors Influencing the Dimensions of the Organizational Structure (Size, Technology) [5 hrs] Organizational Environment and Stakeholders (Concept, Components, Environmental Uncertainty, Its Elements, Sources, and How to Manage It, Stakeholders and How to Organizational Life Cycle (Concept, Importance, and Models) [5 hrs] Organizational Effectiveness (Concept, Importance, and Approaches (The Approach of Competitive Goals and Values, and Multiple Stakeholders) and How to Measure It) [4 hrs] Organizational Culture (Concept, Importance, Characteristics, Types, Sources, and Mechanisms for Creating, Managing, and Maintaining It) [4 hrs].
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Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	يعتمد التقييم على الواجبات، الامتحان التحريري، دراسة الحالة، الندوات، والاختبارات العملية والاختبارات من خلال الإنترنت.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	91	Unstructured SWL (h/w)	6
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	The Organization: Concept, Characteristics, Elements, Types, and Main Challenges
Week 2	Organizational Theory: Concept, Reasons for Studying It, Approaches Addressed, Components, Evolution of Organizational Thought
Week 3	Organizational Design: Concept, Design of Organizational Structures, and Their Characteristics
Week 4	Types and Dimensions of Organizational Structures
Week 5	Situational Factors Influencing the Dimensions of the Organizational Structure (Environment, Strategy)
Week 6	Situational Factors Influencing the Dimensions of the Organizational Structure (Size, Technology)
Week 7	The Organization's Environment and Stakeholders: Concept, Components, Environmental Uncertainty, Its Elements and Sources, and How to Manage the Organization in Cases of Environmental Uncertainty, Stakeholders, and How to Deal with Them
Week 8	The Organizational Life Cycle: Concept, Importance, Models
Week 9	Organizational Effectiveness: Concept, Importance, Approaches, and How to Measure It
Week 10	Organizational Culture: Concept, Importance, Characteristics, Types, Sources, Mechanisms for Creating, Managing, and Maintaining Culture
Week 11	Organizational Change: Concept, Causes, Areas, Reasons for Resistance to Change, and How to Manage It
Week 12	Organizational Innovation: Concept, Characteristics, Types, Sources, and Stages Organizational Power: Concept, Models, and Approaches, and Ways to Improve It in the Organization
Week 13	Organizational Conflict: Concept, Levels, Types, Causes, and How to Manage It
Week 14	Preparing for the Final Exam
Week 15	The Organization: Concept, Characteristics, Elements, Types, and Main Challenges

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Case studies on organizations and their characteristics
Week 2	Introductory illustrative films on the development of organizational thought
Week 3	Case studies on organizational design
Week 4	Case studies on the types and dimensions of organizational structures
Week 5	Training session on situational factors affecting the dimensions of organizational structure
Week 6	Case studies on the organizational environment and its components
Week 7	Case studies on the life cycle of organizations
Week 8	Case studies on organizational effectiveness
Week 9	Applications and examples supported by images and illustrative films on organizational culture
Week 10	Case studies on organizational culture
Week 11	Case studies on organizational change
Week 12	Case studies on organizational creativity
Week 13	Presenting experiences on power and authority and their exercise in organizations
Week 14	Case studies on organizational conflict
Week 15	Preparing for the final exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	☐ القريوتي، محمد قاسم، (2019)، نظرية المنظمة والتنظيم، دار وائل للنشر والتوزيع، عمان، الاردن. ☐ الخفاجي نعمة عباس، والغالي طاهر محمد، (2018)، نظرية المنظمة : مدخل التصميم، مجموعة اليازوري العلمية للنشر والتوزيع، عمان، الاردن. ☐ العنزي، سعد علي حمود ، (2017)، نظرية المنظمة والسلوك التنظيمي ، مكتبة السيستان ، بغداد – العراق ☐ العنزي، سعد علي حمود ، (2015)، نظرية المنظمة (مفاهيم – مداخل- عمليات) مكتبة السيستان ، بغداد – العراق ☐ المرهضي ، سنان غالب، (2013) ، نظرية المنظمة ، مركز جامعة العلوم والتكنولوجيا للكتاب الجامعي، صنعاء – اليمن . ☐ الشماخ ، خليل محمد ، و حمود ، خضير كاظم ، (2007) ، نظرية المنظمة، دار الميسرة للنشر والتوزيع، عمان، الاردن. ☐ Daft ,Richard , (2021) , " Organization Theory & Design " , 3 th edition ,printed in the south – western collage ,publishing ,New York ,U.S.A. ☐ Daft ,Richard , Murphy, Jonathan &Willmott , Hugh (2020) ," Organization Theory & Design :An International Perspective " , 4edition ,printed in the south – western collage ,publishing ,New York ,U.S.A.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C – Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

Course description

First 4

MODULE DESCRIPTION FORM

Module Information				
Module Title	Profession Ethics		Module Delivery	
Module Type	Basic		☒ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar	
Module Code	MTU1008			
ECTS Credits	2			
SWL (hr/sem)	50			
Module Level	GUIV	Semester of Delivery		
Administering Department	Business Management Techniques	College	HAD	
Module Leader	Mohammed Abdul Mahal		e-mail	mohammed.abdm@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.	
Module Tutor	None		e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq	
Scientific Committee Approval Date	22/7/2025	Version Number	1.0	

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1- Introducing students to professional ethics and providing them with professional ethical rules that reinforce their commitment to them. 2-Enabling students to employ ethical skills and values in administrative behavior at all levels.
Module Learning Outcomes	1. Enabling students to recognize professional ethics and practices that enhance commitment to the profession. 2. Understanding events and dealing with and resolving problems in accordance with the code of administrative and professional conduct. 3.Thinking professionally and enhancing effective oversight within the professional framework.
Indicative Contents	1. Ethical Behavior [9 hours] 2. Code of Professional Conduct [9 hours] 3. Professional Analysis of the Work Environment [12 hours] 4.Ethical Analysis of the Work Environment [6 hours]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	1. Lectures, homework, case studies, discussion groups, and role-playing. 2. Develop analytical and creative thinking skills. 3.Develop persuasion and negotiation skills, leadership and influence skills, and teamwork skills.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	45	Structured SWL (h/w)	3
Unstructured SWL (h/sem)	5	Unstructured SWL (h/w)	-
Total SWL (h/sem)	50		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	3,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	The concept of ethics, its origins, and general rules of ethics
Week 2	Sources of ethics and the importance of ethics for the individual and society
Week 3	Work and profession
Week 4	Professional ethics
Week 5	Values and professional ethics: honesty, truthfulness
Week 6	Professional ethics: justice, good conduct, and mastery of work
Week 7	Patterns of unethical professional behavior: administrative corruption
Week 8	Bribery and fraud
Week 9	Means and methods for instilling professional ethical values: methods and levels
Week 10	The ethical code and how to promote ethical behavior at work
Week 11	Management ethics, its importance, and the ethics that must be followed
Week 12	Unacceptable patterns of ethical behavior and factors influencing ethical administrative behavior
Week 13	Professional behavior for administrative leaders, employees, and coworkers
Week 14	Employee duties, rights, penalties, and professional ethics for managers and administrative employees
Week 15	Preparing for the final exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Practical examples on the concept of ethics, its origins, and general rules of ethics
Week 2	Practical examples on the sources of ethics and the importance of ethics for the individual and society
Week 3	Practical examples on work and profession
Week 4	Practical examples on professional ethics
Week 5	Practical examples on values and professional ethics: honesty, truthfulness
Week 6	Practical examples on professional ethics: justice, good treatment, and mastery of work
Week 7	Practical examples on patterns of unethical professional behavior: administrative corruption

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1- Professional Ethics for Technical Specialties (Engineering, Medicine, Administration, Agriculture, Applied Arts, and Technical Trainer Preparation) -2Dr. Hussein Harim, Organizational Behavior - Individual and Group Behavior in Business Organizations, 2004.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Strategic Management		Module Delivery
Module Type	Core	☒ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar	
Module Code	SM1702		
ECTS Credits	8.00		
SWL (hr/sem)	200		
Module Level	UGIV		Semester of Delivery
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	None	e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2005	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	OB1601 السلوك التنظيمي	Semester	Six
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	Introducing the student to the principles, foundations, concepts, and terminology of strategic management according to a main model consisting of five axes (strategic direction, strategic analysis, formulation, implementation, strategic control, and evaluation).
Module Learning Outcomes	1. Enabling students to deal with the challenges of the contemporary business environment. 2. Enhancing students' capabilities in achieving strategic responses to business challenges. 3. Avoiding improvisation and adopting a structured approach to achieving long-term goals. 4. Providing students with knowledge of how to develop strategic options that contribute to achieving competitive advantage and leadership. 5. Understanding strategic formulation processes and developing students' capabilities to develop strategic options. 6. Understanding strategic oversight and methods for enhancing effective oversight work.
Indicative Contents	1. Strategic Management Concepts [9 hours] 2. Strategic Direction [9 hours] 3. Strategic Analysis of the External Environment [12 hours] 4. Strategic Analysis of the Internal Environment [6 hours]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	1. Lectures, homework, case studies, discussion groups, and role-playing. 2. Develop analytical and creative thinking skills. 3. Develop persuasion and negotiation skills, leadership and influence skills, and teamwork skills.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	73	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	127	Unstructured SWL (h/w)	6
Total SWL (h/sem)	200		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	3,5,6,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

	Material Covered
Week 1	Strategic Management: General Concepts and Concept of Strategic Management - Concept of Management - Concept of Strategy - Concept of Strategic Management - Stages of Development of Strategic Management Studies and Business Policies
Week 2	The Importance of Strategic Management in Business - Strategic Management and Strategic Planning - Components of Strategic Management - Levels of Strategic Management - Principles and Foundations of Strategic Management.
Week 3	Strategic Management Models - Contents of Strategic Management Studies - The Strategic Management Process - The Main Model Adopted (Guidance - Analysis - Formulation - Implementation - Control - Monitoring and Evaluation).
Week 4	Strategic Orientation - Vision: Characteristics - Rationale.
Week 5	Message: Understanding - Content - Characteristics and Importance - Justifications.
Week 6	Objectives: Concept - Characteristics - Justifications - Mechanisms for Formulating Goals and Objectives.
Week 7	Environmental Analysis: Concept of the Environment - Environmental Classification - Classification. Environmental Ambiguity: Concept - Classification - Causes of Ambiguity.
Week 8	External Environment Analysis - General Analysis Cycle (Pest): Political - Economic - Insurance - Social - Teachers - Agents.
Week 9	Analysis of Legislative and Legal Factors - Analysis of Cultural and Educational Factors - Analysis of Financial Factors.
Week 10	- Analysis of the external environment - Competitors - Analysis: Competitors in the industry, new entrants, substitute products, bargaining power of buyers, bargaining power of suppliers
Week 11	- Analysis of the internal environment - - Analysis of organizational culture - Concept of organizational culture - Elements of organizational culture - Forms of culture
Week 12	Organizational culture fabric, intellectual system, language, power structures, routines,
Week 13	Organizational structure analysis: Concept of organizational structure, organizational structure, organizational structure. Dimensions, design methods - Types of organizational structure - Factors influencing organizational design.
Week 14	Resource and capability analysis - Concept of resources - Types of capabilities (competitive advantage (efficiency), quality, speed, cost).

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	
Week 3	
Week 4	
Week 5	

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1. Zakaria Mutlaq Al-Douri (2009) "Strategic Management: Concepts and Case Studies," Amman, Jordan. 2. Willen and Hanker (2015) "Strategic Management," International House for Publishing and Distribution, Beirut, Lebanon.	yea

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information				
معلومات المادة الدراسية				
Module Title	Operations management		Module Delivery	
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar	
Module Code	OM1701			
ECTS Credits	7			
SWL (hr/sem)	175			
Module Level	UGIV	Semester of Delivery		Seven
Administering Department	Business Management Techniques	College	HAD	
Module Leader	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Professor	Module Leader's Qualification	Ph.D.	
Module Tutor	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed		e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0	

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1. Providing the student with theoretical and practical skills related to operations management in industrial and service organizations. 2. Making decisions related to the organization's production activities. 3. Define operations strategy and competitive advantages. 4. Identify operations decisions and classify them into design and operational decisions. 5. Identify quantitative methods in the fields of demand forecasting, site selection, capacity planning, aggregate production planning, and operational scheduling.
Module Learning Outcomes نتائج التعلم	Upon completion of the chapter, students should be able to: 1. Define operations management and differentiate between a product and a service. 2. Define operations strategy and identify competitive advantages. 3. Classify operations decisions into design and operational decisions. 4. Forecast demand using quantitative methods. 5. Identify site selection factors and compare multiple locations. 5. Calculate production capacity and identify capacity types and strategies. 6. Develop an overall production plan. 7. Calculate scheduling rules.
Indicative Contents المحتويات الإرشادية	The guiding content includes: The concept of production and operations (what production and operations are, the difference between a product and a service, and what operations management is) [6 hrs] Defining operations strategy, classifying operations decisions, competitive advantages, and their types. [6 hrs] Demand Forecasting (Definition of Demand Forecasting, its Types, and Steps and Elements of Demand Forecasting) [6 hrs] Demand Forecasting Methods (Quantitative, Qualitative, and Time Series Demand Forecasting) [6 hrs] Demand Forecasting Using Quantitative Demand Forecasting Methods [6 hrs] Site Definition and Identifying Factors Influencing Site Selection [6 hrs] Quantitative Methods in Site Selection (Center of Gravity, Weights Method, Break-Even Analysis [3 hrs]). Energy Planning (Energy Definition, Energy Types, and Energy Measures) [6 hrs] Energy Strategies and Machine Counting [6 hrs] Total Production Planning (Concept, Elements of Total, and Alternatives to Total Production Planning) [6 hrs] Total Production Planning Strategies (Tracking Strategy, Settlement Strategy, Mixed Strategy) [6 hrs] Operational Scheduling (Concept of Scheduling, Objectives, and Benefits of Scheduling Types) [4 hrs] . The four scheduling rules and the critical ratio [6 hrs].

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	73	Structured SWL (h/w)	5
Unstructured SWL (h/sem)	102	Unstructured SWL (h/w)	7
Total SWL (h/sem)	175		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Introduction to Production and Operations Management
Week 2	- The Concept of Operations Management
Week 3	- The Concept and Elements of a Production System
Week 4	Operations Strategy, Operations Decisions, Competitive Priorities, and Identification of Their Types
Week 5	- Graphical Analysis of Demand Elements
Week 6	- Solving Examples of Quantitative Demand Forecasting Methods Using Quantitative Data
Week 7	- Demand Forecasting Methods, Time Series Methods
Week 8	- Causal Methods

Week 9	Location
Week 10	- The Concept and Factors Influencing Site Selection
Week 11	- Quantitative Methods in Site Selection: Factors: Weights Method
Week 12	- Break-Even Analysis
Week 13	- The Concept of Energy
Week 14	- The Concept of Energy
Week 15	- Types of Energy

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Providing some examples of the elements of a production system
Week 2	Determining the difference between a good and a service
Week 3	Classifying operational decisions
Week 4	Presenting examples of competitive advantages
Week 5	Demand forecasting
Week 6	- Mapping demand components
Week 7	- Examples and case studies of seasonal effects on demand
Week 8	- Solving examples of time series forecasting methods
Week 9	- Solving examples of correlation and regression methods
Week 10	Location
Week 11	- Case studies of site selection by local and international companies
Week 12	- Solving examples of the weighted weighting method
Week 13	- Solving examples of the break-even analysis method
Week 14	Energy
Week 15	- Examples of energy measures

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1. Mohsen, Abdul Karim and Al-Najjar, Sabah Majeed, 2012, Production and Operations Management, Fourth Edition, Amman, Jordan. 2. HEIZER, J A Y, RENDER, B A R R Y ,and C huck, Munson,2020, <u>OPERATIONS MANAGEMENT Sustainability and Supply Chain Management</u> ,13th ed, Pearson Education Limited, USA 3. KRAJEWSKI, Lee J, RITZMAN, LARRY P and. MALHOTRA, MANOJ K ,2013, Operations <u>Management PROCESSES AND SUPPLY CHAINS GLOBAL</u>, 10th ed, USA. 4. Stevenson, William, J, 2018 <u>Operations Management</u>, 13th ed, McGraw-Hill Education, New York.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C –Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Strategic Thinking التفكير الاستراتيجي		Module Delivery
Module Type	Core		☒ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	ST1802		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	GUIV	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdel Fattah Hamad	e-mail	mohammed.abdf@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	None	e-mail	E-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	This course explains the terms of strategic thinking according to a main model consisting of five axes (strategic direction, strategic analysis, formulation, implementation, strategic control and evaluation).
Module Learning Outcomes	1. Enabling students to simulate field reality by studying, analyzing, and interpreting administrative cases, and diagnosing their causes and similar outcomes. 2. Understanding strategic formulation processes and developing students' abilities to develop strategic options. 3. Understanding strategic thinking and methods for enhancing effective oversight work.
Indicative Contents	1. Strategic Management Concepts [9 hrs] 2. Strategic Direction [9 hrs] 3. Strategic Analysis of the External Environment [12 hrs] 4 - Strategic Analysis of the Internal Environment [6 hrs]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	1. Lectures, homework, case studies, discussion groups, and role-playing. 2. Develop analytical and creative thinking skills. 3. Develop persuasion and negotiation skills, leadership and influence skills, and teamwork skills.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	73	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	127	Unstructured SWL (h/w)	7
Total SWL (h/sem)	200		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	3,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	The Concept of Strategic Thinking - Its Benefits - Advantages - Methods
Week 2	The Stage of the Strategic Options Preparation Process (Developing Alternatives - Evaluating Alternatives - Selecting the Best Alternative)
Week 3	Classification of Strategic Options
Week 4	Strategic Options at the Organizational Level
Week 5	Growth or Expansion Strategies
Week 6	Stabilization Strategies
Week 7	Contraction (Decline) Strategies
Week 8	Combined Strategies
Week 9	- Strategic Options at the Business Unit Level
Week 10	- Low Cost Leadership Strategy
Week 11	- Strategic Options at the Business Unit Level
Week 12	- Differentiation Strategy
Week 13	Strategy Implementation
Week 14	- The Concept of Strategic Implementation and Its Importance
Week 15	Preparatory week before the Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	
Week 2	
Week 3	
Week 4	
Week 5	
Week 6	
Week 7	

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	Olson, A. K., & Simerson, B. K. (2015). <i>Leading with strategic thinking</i> . John Wiley & Sons, Inc.	no

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Application Packages تطبيقات جاهزة		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☐ Seminar
Module Code	AP1804		
ECTS Credits	6		
SWL (hr/sem)	150		
Module Level	GUIV	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Maamoun Salam	e-mail	maamoun.a@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C
Module Tutor	Maamoun Salam	e-mail	maamoun.a@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules

العلاقة مع المواد الدراسية الأخرى

Prerequisite module	PP1603	Semester	Six
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. General objective: To teach students about the concept databases, their uses, applications, and providing them with the basics of the Access database management program. 2. Specific objective: To provide students with basic knowledge of the subject, present theoretical examples, and apply them practically so that they can learn the methods to create tables in Access 2016 and deal with all lists.
Module Learning Outcomes	Upon completion of the course, students should be able to learn the basics of Access -2016 and how to :- 1. Create and manage databases. 2. Create spreadsheets. 3. Data storage and retrieval. 4. Data analysis. 5. Automate tasks. 6. Create forms and reports.
Indicative Contents	Indicative content includes the following. 1. This unit is for fourth-year students in the Total Quality Management Techniques Department. It introduces Database definition, database management systems, and database components. [3]. 2. This unit is for fourth-year students in the Total Quality Management Techniques Department to the Operating Access, the database screen, creating a new database, and opening an existing database. [6]. 3. This unit is for fourth-year students in the Total Quality Management Techniques Department to Access menus: A comprehensive overview of menus. Using Access Help. [3]. 4. This unit is for fourth-year students in the Total Quality Management Techniques Department to Building a database, creating tables. Using the toolbar, changing the table design, resizing and resizing fields, swapping and reordering fields, and deleting fields. [6]. 5. This unit is for fourth-year students in the Total Quality Management Techniques Department to defining a table's primary key, storing and preserving the table design, entering data into tables, and exiting the system. [12]. 6. This unit is for fourth-year students in the Total Quality Management Techniques Department. Searching for table information, creating multiple tables in a database, designing and building relationships, building relationships between tables, and creating relationships involving multiple tables. [9]

	7. This unit is for fourth-year students in the Total Quality Management Techniques Department. Designing forms, designing reports, and preparing various databases. [6].
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Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, Practical testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	5
Unstructured SWL (h/sem)	91	Unstructured SWL (h/w)	6
Total SWL (h/sem)	150		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	10% (10)	5 , 9	LO #1,2-9
	Assignments& Practical	2	20% (20)	4 , 7 , 8 , 10	LO # 10
	Report	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	15	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Database definition, database management systems, and database components.
Week 2-3	Operating Access, the database screen, creating a new database, and opening an existing database.
Week 4-5-	Introduces to how tables work, how to format them, how to use the search and replace feature, how to increase the width and height of columns, and how to name a sheet, an introduction to how to sort data of various types, how to add and delete rows and columns to a table, how to convert accounts into charts, and an explanation of the insertion list in all its details, to familiarize them with other lists in Excel.
Week 6-9	Access menus: A comprehensive overview of menus. Using Access Help. Building a database, creating tables. Using the toolbar, changing the table design, resizing and resizing fields, swapping and reordering fields, and deleting fields.
Week 10-11	Defining a table's primary key, storing and preserving the table design, entering data into tables, and exiting the system.
Week 12	Searching for table information, creating multiple tables in a database, designing and building relationships, building relationships between tables, and creating relationships involving multiple tables.
Week 13-14	Designing forms, designing reports, and preparing various databases.
Week 15	Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1-2	Practical application of Access, explanation of the main file and home menu.
Week 3	Explanation of the main insert menu, Explanation of other lists in Access.
Week 4-9	Explanation of all objects in Access program.
Week 10-12	Explanation of Access program interfaces and how to enter data, explanation of important lists.

Week 13	It teaches students how to enter, save, and retrieve data, types of data, sorting, and changing them.
Week 14	It teaches students how to designing forms, designing reports, and preparing various databases.
Week 15	Final Exam.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	☐ 1. M.M. Khaled Madi, Basics of Databases Access 2010, Kafrelsheikh University, 2015 ☐ 2. Asst. Prof. Dr. Ziad Mohamed Aboud, Murad Ahmed Abdel Majeed, Basics of Computers and Office Applications, 2014 ☐ Introduction to Microsoft Access 2016, (www.montclair.edu)	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Project Evaluation		Module Delivery
Module Type	Core		☒ Theory ☒ Lecture ☐ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	PM1705		
ECTS Credits	4		
SWL (hr/sem)	100		
Module Level	UGIV	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Abdul Mahal	e-mail	mohammed.abdm@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	None	e-mail	e-mail
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module		Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. Introduce the student to project concepts, the evaluation process, and the steps of feasibility studies. 2. Introduce the student to the concept of invested depreciation reserve and methods for calculating it. 3. Introduce the student to how to analyze costs, returns, and prices in the field of cost evaluation, and the nature of differential costs of alternatives, investment costs, current costs, and annual operating costs. 4. Define investment planning, how to estimate investment volume, and the stages of investment decision-making. 5. Introduce the student to the types of project evaluation approaches. 6. Introduce the student to demand situations and their determining factors. 7. Introduce the student to the methods used to predict the volume of demand for project products. 8. Introduce the student to the nature of a technical study. 9. Introduce the student to an economic study and its components. 10. Introduce the student to how to analyze the phenomenon of uncertainty. 11. Introduce the student to the financial evaluation of a project. 12. Introduce the student to the economic evaluation of a project. 13. Introduce the student to the performance efficiency standards in projects. 14. Introduce the student to the concept of productivity. 15. Introducing the student to the value-added standard.
Module Learning Outcomes	After completing the course, the student will be able to: 1. Understand the concept of a project, the evaluation process, and the steps of feasibility studies. 2. Understand the concept of depreciation reserve and methods for calculating it. 3. Distinguish between cost-benefit and price analysis. 4. Understand investment planning. 5. Understand the types of project evaluation approaches. 6. Understand demand situations and their determining factors. 7. Distinguish between methods used to forecast demand. 8. Be able to conduct a technical study of projects. 9. Determine the economic study of a project and its components. 10. Understand the phenomenon of uncertainty and how to analyze it. 11. Understand the financial evaluation of a project. 12. Understand the economic evaluation of a project.

	13. Understand the performance efficiency criteria for projects. 14. Understand productivity and its types. 15. Understand the value-added criterion.
Indicative Contents	The indicative content of the course includes the following: 1. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the comprehensive concept of project evaluation, the evaluation process, and the steps of a feasibility study (3 hours). 2. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the concept of invested depreciation reserves and methods for calculating them (3 hours). 3. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to cost-benefit and price analysis in the field of cost evaluation (3 hours). 4. This module, directed at fourth-year students in the Business Administration Technology Department, addresses investment planning and the stages of investment decision-making (3 hours). 5. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to project evaluation methods and the distinction between them (3 hours). 6. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the study of demand for project products and the factors determining it (3 hours). 7. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the methods used to forecast demand for project products (3 hours). 8. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the concept of a technical project study and its components (3 hours). 9. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the concept of an economic project study (3 hours). 10. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the analysis of uncertainty by calculating the break-even point, probability analysis, and project sensitivity analysis (3 hours). 11. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the financial evaluation of a project (3 hours).

	12. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the economic evaluation of projects (3 hours). 13. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to project performance efficiency standards (3 hours). 14. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the concept of productivity and analyzing its forms (3 hours). 15. This module, directed at fourth-year students in the Business Administration Technology Department, introduces students to the value-added criterion (3 hours).
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Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Evaluation will be based on daily and monthly exams, seminars, daily attendance, discussions, daily preparation, and homework.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	59	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	41	Unstructured SWL (h/w)	3
Total SWL (h/sem)	100		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (10)	5,10	LO #1,2,.....10
	Assignments	2	10% (20)	7, 8	LO # 8
	Report	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	1hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	General concepts: Project, Evaluation Process, Feasibility Studies
Week 2	The concept of invested depreciation reserve and methods for calculating it
Week 3	Cost, return, and price analysis in the field of evaluation: Differential costs of alternatives, investment costs, current costs, and annual operating costs
Week 4	Investment planning: Estimating investment volume and investment decision-making stages
Week 5	Project evaluation methods, OECD/UNIDO method, World Bank evaluation method, and Iraqi country method
Week 6	Demand study for project products: Market study, importance of estimating demand, data and information required for demand study
Week 7	Methods used to predict demand for project products
Week 8	Technical study, including determining production volume, determining project size, determining project location, selecting production method, internal evaluation of the project, required machinery, estimating land costs, determining requirements for materials and supplies (furniture, transportation, and personnel), and estimating construction costs
Week 9	Economic study of the project, including the results of the market study, the results of the technical studies, estimating labor volume and wages, estimating operating costs, financing plan, and implementation plan. Uncertainty Analysis: Determining the Break-Even Point, Project Sensitivity Analysis, Probability Analysis, and Project Financial Evaluation: Undiscounted and Discounted Criteria
Week 10	Economic Evaluation of the Project: Partial Criteria, Overall Criteria, Impact of Project Implementation on the National Economy, Impact on Income, Impact on Labor
Week 11	Foundations of Performance Efficiency Criteria in Projects, Concept of Performance Efficiency, Importance of Performance Efficiency Evaluation
Week 12	Concept of Productivity and Production Efficiency, Analysis of Productivity and its Forms, Total Productivity, Partial Productivity
Week 13	Net Value Added Criteria, Production Program Plan Criteria. Final Exam for the Course
Week 14	Preparing for the Final Exam
Week 15	General concepts: Project, Evaluation Process, Feasibility Studies

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	The subject is specialized and theoretical and does not require a laboratory.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1. Al-Janabi, Haitham Abdul Qadir, Ma'ala, Faiz Shaker Ahmed, Al-Karwi, Intisar Razouki Wahib, (2017), "Project Evaluation", Dar Al-Kutub wal-Watha'iq, Al-Ahram Press, Baghdad, First Edition. 2. Dr. Al-Quraishi / Industrial Economics, Wael Publishing House, Second Edition, 2005.	yes

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

Module Information			
معلومات المادة الدراسية			
Module Title	Managerial Accounting		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	MA1703		
ECTS Credits	7		
SWL (hr/sem)	175		
Module Level	GUIV	Semester of Delivery	
Administering Department	BMT	College	HAD
Module Leader	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Module Leader's Acad. Title	Lecturer	Module Leader's Qualification	Ph.D.
Module Tutor	Mohammed Omar Ibrahim	e-mail	mohammed.omer@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	CA1604	Semester	Six
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1. Providing students with theoretical and practical skills related to management accounting. 2. Assisting management in providing information for appropriate decision-making within the organization. 3. Define the break-even point and how to reach it. 4. Identify decisions related to operational processes (short-term decisions). 5. Identify decisions related to investment processes (long-term decisions). 6. Identify decisions related to sales forecasts, production, raw materials, etc.
Module Learning Outcomes نتائج التعلم	Upon completion of the chapter, students should be able to: 1. Define managerial accounting. 2. Define the break-even point and how to reach it. 3. Classify costs in relation to the cost objective and management objectives. 4. Forecast demand using short-term budgets (planning budgets). 5. Identify the factors for selecting the best project using capital budgets.
Indicative Contents المحتويات الإرشادية	The introductory content includes: The concept of management accounting and cost classification (what management accounting is and how costs are classified in relation to the cost objective, management, etc.) [6 hours] Definition of the break-even point, how to reach it, and other topics related to the break-even point [6 hours] The break-even point and its relation to taxes and its relation to the margin of safety for organizations [6 hours] The break-even point in the case of multiple products [6 hours] How to reach appropriate decisions when studying long-term projects (Net Present Value Method / Payback Period Method) [6 hours] How to reach appropriate decisions when studying long-term projects (Internal Rate of Return Method, Accounting Rate of Return Method) [6 hours] Preparing planning budgets (Sales and Production Budget) [6 hours] Preparing planning budgets (Raw Materials Budget and Indirect Manufacturing Costs Budget) [3 hours].

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	73	Structured SWL (h/w)	4
Unstructured SWL (h/sem)	102	Unstructured SWL (h/w)	6
Total SWL (h/sem)	175		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5,10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Introduction to Management Accounting
Week 2	- The Concept of Management Accounting
Week 3	- The Concept of Costs and Their Classification
Week 4	- The Break-Even Point Strategy and How to Achieve It
Week 5	- The Break-Even Point and Its Relationship to Taxes, Reaching the Margin of Safety, and Target Profit
Week 6	- The Break-Even Point in the Case of Multiple Products
Week 7	- Capital Budgets (Calculating the Initial Cost of an Investment Project)
Week 8	- The Net Present Value Method - The Payback Period Method
Week 9	- The Internal Rate of Return Method
Week 10	- The Accounting Rate of Return Method
Week 11	- Planning Budgets
Week 12	- Sales Budget
Week 13	- Production Budget
Week 14	- Raw Materials Budget
Week 15	- Indirect Manufacturing Cost Budget

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Provide some examples of the objectives of management accounting, cost classification.
Week 2	Provide examples of the break-even point in units and amounts.
Week 3	- Break-even and target profit.
Week 4	- Provide examples of break-even and tax.
Week 5	- Provide examples of break-even and margin of safety.
Week 6	- Solve examples of the break-even point in the case of multiple products.
Week 7	- Give examples of capital budgets and how to evaluate investment projects.
Week 8	- Solve examples of evaluating investment projects using the net present value method.
Week 9	- Solve examples of evaluating investment projects using the payback period and internal rate of return methods.
Week 10	- Solve examples of evaluating investment projects using the accounting rate of return method.
Week 11	- The difference between capital budgeting and planning budgeting.
Week 12	- Preparing a sales budget and how to forecast sales.
Week 13	- Case studies on forecasting planned sales volume.
Week 14	- Solve examples of production budgeting.
Week 15	- Solve examples of budgeting materials and indirect manufacturing costs.

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1. T. horngren ,gary I sundem , davidburgstahler introduction to management accounting , seventeenth edition, global edition , 2022. 2. Charles T. horngren ,gary I sundem , davidburgstahler introduction to management accounting , seventeenth edition, global edition , 2022.	No

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
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Fail Group (0 - 49)	FX - Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F - Fail	راسب	(0-44)	Considerable amount of work required

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MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Scientific Research Methodology مناهج البحث العلمي		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	SRM1704		
ECTS Credits	4		
SWL (hr/sem)	100		
Module Level	UGIV	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Professor	Module Leader's Qualification	Ph.D.
Module Tutor	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22/7/2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims	1. Introduce students to the basic principles of scientific research and the qualities of a good researcher. 2. Identify the sources of problem selection and identify scientific gaps. 3. Understand the various scientific research methods. 4. How to formulate and test a hypothesis. 5. Write a research report and the scientific methods and styles of scientific writing.
Module Learning Outcomes	1. Understand the basic principles of scientific research, the characteristics of a good researcher, and the importance of scientific research. 2. The ability to select a problem and identify a scientific gap. 3. Determine the appropriate scientific research methodology for the student's research. 4. Formulate and test a hypothesis. 5. Write a research report according to modern scientific methods and styles in scientific writing.
Indicative Contents	1. Understanding the basic principles of scientific research, the characteristics of a good researcher, and the importance of scientific research.[12] 2. The ability to select a problem and identify a scientific gap.[12] 3. Determining the appropriate scientific research methodology for the student's research.[12] 4. Formulating and testing a hypothesis.[12] 5. Writing a research report in accordance with modern scientific methods and styles in scientific writing.[12]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on hand-in assignments, written exam, Case study, Quizzes, seminars, Practical testing and Online testing.
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Student Workload (SWL)

الحمل الدراسي للطالب

Structured SWL (h/sem)	45	Structured SWL (h/w)	3
Unstructured SWL (h/sem)	55	Unstructured SWL (h/w)	4
Total SWL (h/sem)	100		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 11	LO # 8
	Seminar	1	10% (10)	13	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

Week	Material Covered
Week 1	Scientific Research - Definition, Importance, Motivation
Week 2	Researcher's Qualities
Week 3	Types of Scientific Research by Nature and Purpose
Week 4	Types of Scientific Research by Methods
Week 5	Scientific Research Methodology: Definition, Classification, Historical Method
Week 6	Descriptive Methodology: Definition, Use, Advantages and Disadvantages, Tools, and Steps
Week 7	Descriptive Methodology Methods (Survey Study, Case Study, and Content Analysis)
Week 8	Experimental Methodology, Inductive Methodology, Deductive Methodology, and Comparative Methodology
Week 9	Scientific Research Plan: Title, Problem, Hypotheses, Significance

Week 10	Objective, Tools, Research Population and Sample, Research Limits, Previous Studies, Research Terminology
Week 11	Research Structure, Sources, and References
Week 12	Sample Selection Methods and Determining Sample Size, Citation Methods and Rules
Week 13	Methods and Rules for Referencing Footnotes, Sources, and Academic Inference
Week 14	Methods and Rules for Writing Research Reports and Analyzing Data Using SPSS and Artificial Intelligence Techniques
Week 15	Preparatory Week Before the Final Exam

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Selecting a practical problem
Week 2	Determining the importance, objectives, and hypotheses of the problem
Week 3	Defining the temporal and spatial framework and writing the bibliography
Week 4	Writing the theoretical aspect
Week 5	Understanding the techniques of abstraction and paraphrasing
Week 6	Understanding the techniques of resource management
Week 7	Statistical analysis and hypothesis testing
Week 8	Writing the research report
Week 9	Some notes and skills for discussing the research report

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1- Ahmed, Fathi Ibrahim Muhammad. "Research Methodology in Business Administration: General Guidelines for Novice Researchers," Assiut University, Egypt, 2014. 2- Al-Mahmoudi, Muhammad Sarhan. "Scientific Research Methodologies," Dar Al-Kutub, Sana'a, Republic of Yemen, 2019. 3- Ibrahim, Marwan Abdul Majeed. "Foundations of Scientific Research for Preparing University Theses," Al-Wareq Foundation, Amman, Jordan, 2000. 4- Al-Baldawi, Abdul Hamid Abdul Majeed. "Scientific Research Methods: Statistical Analysis, Research Planning, and	No No No

	Data Collection Manually and Using SPSS," Dar Al-Shorouk for Publishing and Distribution, Amman, Jordan, 2007. 5-Jan, Jonker and Bartjan, Pennink "The Essence of Research Methodology", A Concise Guide for Master and PhD Students in Management Science. Springer-Verlag Berlin Heidelberg 2010 6-Beins,Bernard C and McCarthy ,Maureen A. "Research Methods and Statistics", Pearson Education, Inc,2012. 7-Argyrous,George "Statistics for Research: With a Guide to SPSS". Sage Publications.Ltd.2000. 8- Landau,Sabine and Everitt,Brian S. "A Handbook of Statistical Analyses using SPSS".CRC Press LLC, 2004.	
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Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Contemporary Production Systems نظم انتاج معاصرة		Module Delivery
Module Type	Core		☐ Theory ☒ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☒ Seminar
Module Code	CPS1801		
ECTS Credits	8		
SWL (hr/sem)	200		
Module Level	UGIV	Semester of Delivery	
Administering Department	Business Management Techniques	College	HAD
Module Leader	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Module Leader's Acad. Title	Assistant Lecturer	Module Leader's Qualification	M.S.C.
Module Tutor	Mohammed Adil Awed	e-mail	mohammed.adil@uoalhuda.edu.iq
Peer Reviewer Name	Salem Badr Mohammed	e-mail	salm.b@uoalhuda.edu.iq
Scientific Committee Approval Date	22 / 7 / 2025	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

Module Aims أهداف المادة الدراسية	1. Providing students with theoretical and practical skills related to production systems in production and service organizations. 2. Introducing students to modern production systems and their applications in the areas of product and process design and internal organization. 3. Introducing the raw material requirements planning system.
Module Learning Outcomes نتائج التعلم	Upon completion of the chapter, students should be able to: 1. Define production systems and their types in organizations. 2. Define a product and identify the stages of product design. 3. Identify the types of production processes and classify production systems. 4. Define internal organization, its strategic importance, and its types. 5. Define a material requirements planning system in industrial organizations and identify the requirements for its implementation.
Indicative Contents المحتويات الإرشادية	The introductory content includes: The concept of production systems (the nature of production systems and types of production systems) [6 hours] Product design (defining the product and identifying the stages of design and development of the new product) [6 hours] Determining strategies for introducing the new product [6 hours] Quantitative methods for selecting a new product [6 hours] Process design (defining the process, the importance, and steps of process design) [3 hours] Decisions related to process design [6 hours] Types of processes according to production systems [6 hours] Internal arrangement (the nature of internal arrangement and its strategic importance) [6 hours] Types of internal arrangement [6 hours] Production line balancing [6 hours] Material requirements planning system (the concept of the system and application

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	Assessment is based on assignments, written examination, case study, seminars, practical tests and online tests.
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Student Workload (SWL)

الحمل الدراسي للطلاب

Structured SWL (h/sem)	73	Structured SWL (h/w)	5
Unstructured SWL (h/sem)	127	Unstructured SWL (h/w)	9
Total SWL (h/sem)	200		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	5, 10	LO #1,2,.....10
	Assignments	2	10% (10)	7, 8	LO # 8
	Seminar	1	10% (10)	11	LO # 11
Summative assessment	Midterm Exam	2 hr	10% (10)	12	LO # 1-12
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري محتوى كل اسبوع يجب ان يغطي الوقت المحدد

	Material Covered
Week 1	Introduction to Production Systems
Week 2	- The Concept of Production Systems
Week 3	- Types of Production Systems
Week 4	Product Design
Week 5	- Product Definition
Week 6	- New Product Introduction Strategies
Week 7	- Product Development Stages
Week 8	- Product Life Cycle
Week 9	New Product Selection Methods (Break-Even Analysis)
Week 10	Process Design
Week 11	- Process Definition and Process Design
Week 12	- Process Focus Strategies
Week 13	- Classification of Production Systems
Week 14	Major Process Decisions
Week 15	- Process Focus Choice

Delivery Plan (Weekly Lab. Syllabus)

المنهاج الاسبوعي للمختبر

	Material Covered
Week 1	Providing some examples of production systems
Week 2	Product Design
Week 3	- Presenting case studies on product design
Week 4	- Product Life Cycle Examples
Week 5	- Solving exercises on break-even analysis
Week 6	Process Design
Week 7	- Case studies on process design
Week 8	- Examples of types of production systems
Week 9	- Examples of linking production systems to product design
Week 10	Internal Arrangement
Week 11	- Case studies on internal arrangement
Week 12	- Examples of types of internal arrangement
Week 13	- Solving exercises on production line balancing
Week 15	Material Requirements Planning System

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Recommended Texts	1. Mohsen, Abdul Karim and Al-Najjar, Sabah Majeed, 2012, Production and Operations Management, Fourth Edition, Amman, Jordan. 2. HEIZER, J A Y, RENDER, B A R R Y ,and C huck, Munson,2020, <u>OPERATIONS MANAGEMENT Sustainability and Supply Chain Management</u>, 13th ed, Pearson Education Limited, USA 3. KRAJEWSKI, Lee J, RITZMAN, LARRY P and. MALHOTRA, MANOJ K ,2013, Operations <u>Management PROCESSES AND SUPPLY CHAINS GLOBAL</u>, 10th ed, USA. 4. Stevenson, William, J, 2018 <u>Operations Management</u>, 13th ed, McGraw-Hill Education, New York.	No

Grading Scheme

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	B - Very Good	جيد جدا	80 - 89	Above average with some errors
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