



Republic of Iraq - Ministry of Higher Education and Scientific Research
University of Basrah / College of Adiministration & Economics
Bachelor's degree in Business Administration (First cycle)
Four years (Eight semesters) - 240 ECTS credits - 1 ECTS = 25 hr
Program Curriculum (2024 - 2025)

جمهورية العراق - وزارة التعليم العالي والبحث العلمي

جامعة البصرة / كلية الإدارة والاقتصاد

بكالوريوس في إدارة الأعمال (الدورة الأولى)

أربع سنوات (ثمانية فصول دراسية) - ٢٤٠ وحدة اوريية - كل وحدة اوريية = ٢٥ ساعة

المناهج الدراسي للعام 2024 - 2025



Level	Semester	No.	Module Code	Module Name in English	اسم المادة الدراسية	Language	SSWL (hr/w)						Exam hr/sem	SSWL hr/se m	USSW L hr/se m	SWL hr/se m	ECTS	Modul e Type	Prerequisite Module(s) Code
							CL (hr/w)	Lect (hr/w)	Lab (hr/w)	Pr (hr/w)	Tut (hr/w)	Semn (hr/w)							
UGI	One	1	BA1101	Basic of business Administration	اماسيات إدارة الأعمال	Arabic	4				1		3	78	122	200	8.00	C	
		2	BA1102	Principles of economics	مبادئ الاقتصاد	Arabic	3				1		3	63	87	150	6.00	B	
		3	BA1103	Basic of Accounting	اماسيات المحاسبة	Arabic	3			1			3	63	87	150	6.00	B	
		4	BA1104	Mathematics for Business	الرياضيات لادارة الاعمال	Arabic	3			1			3	63	87	150	6.00	B	
		5	UN115	English language	اللغة الإنكليزية	English	2						3	33	17	50	2.00	S	
		6	UN116	Arabic language	اللغة العربية	Arabic	2						3	33	17	50	2.00	S	
						Total	17	0	0	2	2	0	18	333	417	750	30.00		
	Two	1	BA1201	Principles of business Administration	مبادئ إدارة اعمال	Arabic	4				1		3	78	122	200	8.00	C	
		2	BA1202	Statistecs for Business	الإحصاء لادارة الاعمال	Arabic	3			1			3	63	87	150	6.00	B	
		3	BA1203	Principles of Accounting	مبادئ محاسبة	Arabic	3			1			3	63	87	150	6.00	B	
		4	BA1204	English Reading in Business	قراءات ادارية إنكليزي	English	2				1		3	48	77	125	5.00	B	
		5	UN125	Fundamentals of Computer Science	اماسيات علم الحاسوب	Arabic	1		2				3	48	27	75	3.00	S	
		6	UN126	Human Right & Democracy	الديمقراطية وحقوق الانسان	Arabic	2						3	33	17	50	2.00	S	
						Total	15	0	2	2	2	0	18	333	417	750	30.00		

Total	32	0	2	4	4	0	36	666	834	1500	60.0	Must be 240 ECTS
-------	----	---	---	---	---	---	----	-----	-----	------	------	------------------

Note: The student should complete 4 weeks of Summer Internships to fulfill the requirements of the Bachelor's degree

Structured SWL (hr/w) type	CL	Class Lecture	Module type	B	Basic learning activities	SWL:	Student Workload	
	Lab	Laboratory		C	Core learning activity	SSWL:	Structured SWL	
	Pr	Practical Training		S	Suport or related learning activity	USSWL:	Unstructured SWL	
	Tut	Tutorial		E	Elective learning activity			
	Lect	Online lecture						
	Semn	Seminar						

Note: Columns O, Q and R are progrmaed, protected and should not be edited

University of Basra

جامعة البصرة



First Cycle – Bachelor's degree (BA) – Business Administration

بكالوريوس علوم - إدارة الأعمال



جدول المحتويات | Table of Contents

1. Mission & Vision Statement	إعلان المهمة والرؤية
2. Program Specification	مواصفات البرنامج
3. Program (Objectives) Goals	أهداف البرنامج
4. Program Student learning outcomes	مخرجات تعلم الطالب

5. Academic Staff

الهيئة التدريسية

6. Credits, Grading and GPA

الاعتمادات والدرجات والمعدل التراكمي

7. Modules

المواد الدراسية

8. Contact

اتصال

1- Vision and Mission:

Achieving scientific and academic excellence through the development of research and the production of knowledge, meeting labor market needs, and preparing graduates equipped with the knowledge and skills in the field of business administration to fulfil the demands of the labor market by enhancing the educational and research environment and serving the community.

2. Program Specification

Programme code:	BA	ECTS	240
Duration:	4 levels, 8 Semesters	Method of Attendance:	Full Time

3. Program (Objectives) Goals

The department aims to provide students with theoretical and professional knowledge in the field of business administration, enabling them to utilize general business knowledge and apply it in commercial organizations and public administration at the undergraduate and graduate levels. This will help prepare a competent workforce capable of meeting community needs in the labor market for specialists in this field.

Additionally, the department seeks to offer high-quality education in business administration for students, aligning with their diverse interests and career expectations, while adapting to the needs of the labor market, in addition to:

1. Improve performance and success rates while maintaining a good academic level.
2. Develop undergraduate and graduate curricula in alignment with esteemed university programs.
3. Promote a culture of scientific research according to the university's research directions, contributing to solutions for both the public and private sectors.
4. Graduate students equipped with the necessary knowledge, skills, and values in business administration to meet labor market demands.

4. Program Student learning outcomes

1. **Understanding Basic Management Concepts:** Knowledge of fundamental concepts and theories in business administration.
2. **Analytical Skills Development:** Ability to analyze data and information and make informed decisions.
3. **Effective Communication Skills:** Ability to communicate clearly and effectively with various stakeholders, both written and verbally.
4. **Market Understanding:** Ability to comprehend market dynamics and customer trends.
5. **Team Management:** Skills in leading and managing teams and enhancing collaboration among members.
6. **Financial Knowledge Application:** Ability to understand and apply financial principles in decision-making.
7. **Strategic Planning Skills:** Ability to develop and implement effective business strategies.
8. **Problem-Solving Skills:** Skills in identifying problems and developing innovative solutions.
9. **Critical Thinking:** Ability to evaluate and analyze information critically.

10. Understanding Social Responsibility: Knowledge of the ethical and social dimensions of business and its impact on society.

5. Academic Staff

No.	Full Name	Degree	Academic Title	General Major	Specialization	Email
1	Hadi Abdul-Wahab Abdul-Imam	PhD	Assistant Professor	Business Administration	Organizational Behavior	hadi.abdulimmam@uobasrah.edu.iq
2	Wafaa Ali Sultan	Master's	Assistant Professor	Business Administration	Risk and Insurance Management	wafaa.habsh@uobasrah.edu.iq
3	Ammar Youssef Dhahir	PhD	Lecturer	Business Administration	Marketing Services	ammar.dhicher@uobasrah.edu.iq
4	Ra'afat Awad Mousa	Master's	Lecturer	Business Administration	Marketing Management	raafat.musa@uobasrah.edu.iq
5	Zainab Yasin Abdul-Khadr Ramahi	PhD	Lecturer	Public Law	Public Law	zainab.ramathy@uobasrah.edu.iq
6	Orouba Rashid Ali	PhD	Assistant Professor	Business Administration	Financial Management	orooba.ali@uobasrah.edu.iq
7	Yasmeen Najm Abdullah	Master's	Assistant Professor	Business Administration	International Business	yasmin.najim@uobasrah.edu.iq

8	Mahmoud Qasem Dawood	PhD	Lecturer	Business Administration	Economics	mahmood.dawood@uobasrah.edu.iq
9	Eman Hato Jahlul	Master's	Lecturer	Business Administration	Human Resources Management	iman.hatoo@uobasrah.edu.iq
10	Muhammad Saleh Madi	PhD	Lecturer	Business Administration	Knowledge Management	mohamad.hadi@uobasrah.edu.iq
11	Abbas Abdulhamid Abdul-Jalil	PhD	Lecturer	Business Administration	Quality Management	abbas.abdulhameed@uobasrah.edu.iq
12	Muhammad Abdul-Razza Faraj	Master's	Lecturer	Business Administration	Human Resources Management	lec.mohammed.abdulridha@uobasrah.edu.iq
13	Nada Abdul-Qader	PhD	Assistant Professor	Business Administration	Financial Management	nada.abdulsataar@uobasrah.edu.iq
14	Zainab Shalal Akar	PhD	Assistant Professor	Business Administration	Financial Management	zaenab.akaer@uobasrah.edu.iq
15	Rasha Mehdi Saleh	PhD	Assistant Professor	Business Administration	Financial Management	rasha.salih@uobasrah.edu.iq
16	Ammar Nazar Mustafa	Master's	Lecturer	Business Administration	Quality Management	Ammar.Aldirawi@uobasrah.edu.iq

17	Ali Nsayef Sabr	Master's	Lecturer	Business Administration	Human Resources Management	ali.saber@uobasrah.edu.iq
18	Shatha Ahmed Alwan	PhD	Assistant Professor	Business Administration	Quality Management	shatha.alwaan@uobasrah.edu.iq
19	Thaer Khalaf Khashan	Master's	Lecturer	Business Administration	Quality Management	thaer.khashan@uobasrah.edu.iq
20	Zaid Sadiq Majid	Master's	Lecturer	Business Administration	Quality Management	zaid.majid@uobasrah.edu.iq
21	Najy Saleh Dahad	Master's	Lecturer	Business Administration	Human Resources Management	najee.dahad@uobasrah.edu.iq
22	Basil Jabeer Ajeel	Master's	Lecturer	Business Administration	Management	Basil.jabbar@uobasrah.edu.iq
23	Iman Fadel Ismail Khalil	Master's	Lecturer	Business Administration	Information Technology	iman.fadhil@uobasrah.edu.iq
24	Rana Abdallah Mudafar	Master's	Lecturer	Business Administration	Management	rana.abdullah@uobasrah.edu.iq
25	Dua'a Shaheed	Master's	Lecturer	Business Administration	Quality Management	Doaa.shaheed@uobasrah.edu.iq

6. Credits, Grading and GPA

Credits

The University of Basrah follows the Bologna Process using the European Credits Transfer System (ECTS). The total number of credits for the degree program is 240, with 30 ECTS allocated for each semester. Each ECTS credit corresponds to 25 hours of student workload, including both structured and unstructured activities.

Assessment

Before assessment, results are divided into two subgroups: Pass and Fail. Thus, results are independent of students who did not pass the course. The grading system is defined as follows:

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:				
Number 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.				

Calculation of the Cumulative Grade Point Average (CGPA)

1. The CGPA is calculated by the summation of each module score multiplied by its ECTS, all are divided by the program total ECTS.

CGPA of a 4-year B.Sc. degree:

$$\text{CGPA} = [(1^{\text{st}} \text{ module score} \times \text{ECTS}) + (2^{\text{nd}} \text{ module score} \times \text{ECTS}) + \dots] / 240$$

1. Study subjects for the first level

Semester	No.	Module Code	اسم المادة الدراسية	Language	SSWL hr/sem	USSWL hr/sem	SWL hr/sem	ECTS	Module Type
One	1	BA1101	Fundamentals of management	Arabic	92	108	200	8	C
	2	BA1102	Fundamentals of accounting	Arabic	47	103	150	6	B
	3	BA1103	Mathematics of business	English	47	103	150	6	B
	4	BA1104	Principles of Economics	Arabic	62	88	150	6	B
	5	BA1105	Human Rights & Democracy	Arabic	32	18	50	2	S
	6	BA1106	English Language	Arabic	47	3	50	2	S
			Total		327	423	750	30	
Semester	No.	Module Code	اسم المادة الدراسية	Language	SSWL hr/sem	USSWL hr/sem	SWL hr/sem	ECTS	Module Type
Two	1	BA1201	Principles of management	Arabic	92	108	200	8	C
	2	BA1202	Principles of accounting	Arabic	47	103	150	6	B
	3	BA1203	English Readings	English	77	48	125	5	B
	4	BA1204	Statistics for Business	Arabic	62	88	150	6	B
	5	BA1205	Computer Skills	Arabic	47	28	75	3	B
	6	BA1206	Arabic Language	Arabic	32	18	50	2	S
			Total		357	393	750	30	

Program Manager:

Hadi A. AL-Abrow | Ph.D. in Business Administration | Prof.

Email: hadi.abdulimmam@uobasrah.edu.iq

Mobile no.:07801216481

Program Coordinator:

Thaer Khalaf Khashan | Master in Business Administration | lecturer

Email: thaer.khashan@uobasrah.edu.iq

Mobile no.:07712551026

Modules Catalogue | 2023-2024 | دليل المواد الدراسية

University of Basra

جامعة البصرة



First Cycle – Bachelor's degree (BA) – Business
Administration

بكالوريوس علوم - إدارة الأعمال



1. Overview

This catalogue is about the courses (modules) given by the program of Statistic to gain the Bachelor of Science degree. The program delivers (xx) Modules with () total student workload hours and 240 total ECTS. The module delivery is based on the Bologna Process.

2. Undergraduate Courses 2024-2025

Module 1

Code	Course/Module Title	ECTS	Semester
BA1101	Basic of Management	8	1
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
4	1	78	122
Description			
The course provides an overview of management and its evolution. It examines management functions of planning, organizing, leading, and controlling and its impact on the business organization. It discusses necessary skills and functions required for efficient manager in contemporary business environment. Overall, it enables students to analyze and understand changing business environment, and the role of ethics, social responsibility and environmental issues in contemporary business environment.			

Module 2

Code	Course/Module Title	ECTS	Semester
BA 1104	Principles of Economics	6	1
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
3	1	63	87
Description			
The module provides students with a thorough understanding of economics at both micro and macro levels and provides the basis for all subsequent study that is taken on business administration degree programmes. It is designed to teach students how to think as an economist and how to construct and use economic models. It also shows them how to be critical of economic models and how empirical evidence can be used in economic analysis.			

Module 3

Code	Course/Module Title	ECTS	Semester
BA1102	Basic of Accounting	6	1
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
3	1	63	87
Description			
<p>This course introduces accounting in general, then covers the basics of financial accounting through the accounting cycle for service and merchandising business. The main objective of this course is to introduce the theoretical foundation of financial accounting (concepts, assumptions, and principles) and the financial statements of a profit seeking enterprise. The course prepares the student to be capable of performing the different steps of the accounting cycle for service and merchandising businesses.</p>			

Module 4

Code	Course/Module Title	ECTS	Semester
BA1103	Mathematics for Business	6	1
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
3	1	63	87
Description			
<p>This Module will provide deeper solutions and prognoses to business scenarios. In this course, you will be learning about these two domains along with their applications. This course provides a thorough grounding in basic mathematical techniques which help to make decisions when data presented with incomplete information. Coverage of management mathematics and extensive examples make this course essential for students to succeed in Business Program.</p>			

Module 5

Code	Course/Module Title	ECTS	Semester
BA1106	English Language	2	1
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
2	0	47	3
Description			
<p>This introductory course forms part of the English for Academic Purposes module for students in the Humanities track. Emphasis is on developing the foundations of the four skills: listening, speaking, reading, writing, and the introduction of basic grammar forms and language structure such as phrasal and sentence construction. Language focus is on the cultivation of basic repertoire of words and simple phrases related to personal information and immediate application, through communicative and functional activities.</p>			

Module 6

Code	Course/Module Title	ECTS	Semester
BA 1206	Arabic Language	2	2
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
2		32	18
Description			
<p>One of the basic requirements of the university through which students are provided with knowledge and insight into the basic concepts of learning the Arabic language to increase students' ability to master administrative correspondence linguistically, in addition to explaining the most important rules for writing and distinguishing numbers, as well as increasing students' skills in knowing the most important spelling rules and the various rules of the Arabic language that increase students' skills in this field .</p>			

Module 7

Code	Course/Module Title	ECTS	Semester
BA 1201	Principle of Business Administration	8	2
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
4	1	78	122
Description			
<p>The overall objective of this subject is to provide students the basic concepts concerned with the firm, as well as to identify its functional areas and major decisions. Once completed this course, the student should have acquired knowledge about how a company is directed and managed. For this purpose, it is intended to make an introductory review of the management functions while highlighting important issues such as the nature of the firm, its environment, and associated tools for decision-making.</p>			

Module8

Code	Course/Module Title	ECTS	Semester
BA 1204	Statistics for Business	6	2
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
3	1	87	87
Description			
<p>This module aims to provide students with an introduction to business statistics for the non-specialist. The module will provide a broad understanding of the nature of variability and how business statistics can be applied by managers. It will also enable students to derive and understand a variety of graphs and statistics; these skills provide a means for managers to make effective use of statistics in the process of management and decision-making.</p>			

Module9

Code	Course/Module Title	ECTS	Semester
BA1202	Principles of Accounting	6	2
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
2	1	87	150
Description			
<p>The principles of financial accounting course presents an overview of basic accounting concepts. Students will be introduced to the accounting cycle from transaction processing through financial statement preparation. The course will review foundational accounting principles and concepts that account for current assets, current liabilities, long-term liabilities, and owners' equity. Students will also complete a basic financial statement analysis.</p>			

Module10

Code	Course/Module Title	ECTS	Semester
BA 1203	English Readings in Business	5	2
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
2	1	77	125
Description			
<p>One o This introduction to business and managerial English seeks to help beginners build business-specific vocabulary, unlearn typical German mistakes in English and become more confident in handling routine business encounters, such as professional telephone calls and e-mails. It also introduces students to current issues in management and serves to review the essentials of English grammar. Therefore, Students are able to read and understand a wide variety of texts related to their Business English topics and core degree subjects. Through active participation in discussions, students can express their opinions fluently and convincingly, contributing ideas and responding to them, using vocabulary and grammatical structures.</p>			

Module11

Code	Course/Module Title	ECTS	Semester
BA 1205	Computer Skills	3	2
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
1	2	47	28
Description			
This course aims to provide students with the basic skills computer: its components, operating systems and its applications, communication backup and restore. It introduces the knowledge of data visualization, an introductory level of modern era programming including algorithms and information security.			

Module 12

Code	Course/Module Title	ECTS	Semester
STAT 105	Human Rights and Democracy	2	1
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
2	0	32	18
Description			
The course aims to identify the nature of human rights, determine the importance and characteristics of human rights, as well as to know the historical development of human rights in civilizations, types of rights and public freedoms, and to identify historical intellectual contributions, rights and freedoms, and their philosophical comparisons. It also aims to identify human rights in declarations of rights, international documents, regional agreements, and economic and social freedoms through the five Iraqi constitutions. It also aims to increase students' awareness of the means of protecting human rights, political and international means, and legislation.			

Contact

Program Manager:

Hadi A. AL-Abrrow | Ph.D. in Business Administration | Prof.

Email: hadi.abdulimmam@uobasrah.edu.iq

Mobile no.:07801216481

Program Coordinator:

Thaer Khalaf Khashan | Master in Business Administration | lecturer

Email: thaer.khashan@uobasrah.edu.iq

Mobile no.:07712551026



MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية



Module Information				
معلومات المادة الدراسية				
Module Title	Fundamentals of Management		Module Delivery	
Module Type	C		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input checked="" type="checkbox"/> Seminar	
Module Code	BA1101			
ECTS Credits	8			
SWL (hr/sem)	200			
Module Level	Frist Class	Semester of Delivery		1
Administering Department	Business Administration	College	Administration and Economics	
Module Leader	ALI NSAIF SABER		e-mail	ali.saber@uobasrah.edu.iq
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	M.A	
Module Tutor	Najee Salih Dahad , Mohammed Abdulridha Faraj		e-mail	najee.dahad@uobasrah.edu.iq Lec.mohammad.abdulridha@uobasrah.edu.iq
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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 Objectives أهداف المادة الدراسية	1- Providing students with administrative skills that enable them to prepare administrative studies and reports in business organizations. 2- The management subject aims to develop methods and means of thinking and how to deal with administrative problems and find appropriate solutions that enable them to make the appropriate decision. 3- Empowering students through thinking and training to deal with administrative problems using modern administrative methods. 4- The student acquires intellectual skills that he uses in his study of the scientific curriculum
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	1. Understand the basic concepts and principles of management 2. Apply modern management techniques appropriate to solve problems in business organizations 3. Communicate management results and interpretations effectively, orally and in writing. 4. . Develop critical thinking and management problem solving skills in the context of management analysis and interpretation
Indicative Contents المحتويات الإرشادية	1. Empowering students with cognitive skills for the basics of management and its application areas. 2. Developing the student's skills to reach a level that possesses the ability to analyze, interpret and solve administrative problems in a manner consistent with reality. 3. Expanding the student's scientific horizons when linking different cognitive information and then applying it

Learning and Teaching Strategies

استراتيجيات التعليم والتعلم

Strategies	1- Students gain experience and knowledge in business administration 2- Enabling students to know the methods, ways and sources to advance business administration 3- Developing the student's administrative skills in representing the theoretical material with examples of practical reality
-------------------	--

Student Workload (SWL) الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	78	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب أسبوعياً	5
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	122	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب أسبوعياً	8
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	200		

Module Evaluation تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المناهج الأسبوعي المخطط	
	Material Covered
Week 1	Management concept, management functions, manager, management levels
Week 2	Types of managers, roles of managers, skills of managers, characteristics of successful managers
Week 3	Management between the past and the present, the classical (traditional) school (scientific management - administrative principles - bureaucracy)
Week 4	Behavioral school (human relations - human needs theory - theory X and theory Y - mature personality theory)
Week 5	Quantitative school (management science - operations research - production and operations management)
Week 6	Modern schools (systems approach - situational approach)
Week 7	Environment, the external environment of the organization, the internal environment of the organization, the relationship between the organization and its environment
Week 8	Planning, what is planning and why managers plan, the concept of planning and its importance
Week 9	Stages of the planning process, the planning system and its subsystems, organizational goals, types of plans
Week 10	Control, the concept of control, purposes of control, stages of the control process, types of control
Week 11	Organization, the concept of organization, the concept of organizational structure, functional specialization and job design, foundations for assembling organizational units
Week 12	Types of organizational structures, other important issues in organization
Week 13	Leadership basics, the nature of leadership and characteristics of leaders, traditional theories in Leadership
Week 14	Behavioral theories, situational theories, modern trends in leadership
Week 15	Preparatory week before the final Exam
Week 16	Preparatory week before the final Exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Management and Business, Dr. Saleh Mahdi Al-Amiri, Dr. Taher Mohsen Mansour Al-Ghalbi	Yes
Required Texts	Principles of Management with a Focus on Business Administration, Dr. Khalil Mohammed Hassan Al-	Yes

	Shamaa	
Required Texts		
Required Texts		
Required Texts		
Recommended Texts		
Websites		
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				
معلومات المادة الدراسية				
Module Title	Principles of Economics		Module Delivery	
Module Type	B		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	BA1102			
ECTS Credits	6			
SWL (hr/sem)	150			
Module Level	Frist Class	Semester of Delivery		1
Administering Department	Business Administration	College	Administration and Economics	
Module Leader	.Mahmood Qasim Dawood		e-mail	mahmood.dawood@uobasrah.edu.iq
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	Ph.D.	
Module Tutor			e-mail	
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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 Objectives أهداف المادة الدراسية	<ol style="list-style-type: none"> 1- Definition Of Economic Concepts / Supply And Demand Theory And Consumer Equilibrium. 2- Economic problems using Economic 3- Study of the theory of production and the equilibrium of the market and instruments of macroeconomic and microeconomic analysis. 4- Empowering the learner through thinking and training in dealing with Economic methods
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	<ol style="list-style-type: none"> 1. Understand the fundamental concepts and principles of Economic,. 2. Interpret and analyze economic phenomena using descriptive economic methods 3. Apply appropriate economic methods for analyzing relationships between economic variables
Indicative Contents المحتويات الإرشادية	<ol style="list-style-type: none"> 1. Empowering the cognitive skills of the basics of economics and its application areas. 2. Introducing the student to the methods of analysis economic phenomena 3. Developing the student's skills to reach a level that possesses the ability to analyze and interpret economic phenomena

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	<p>The main strategy followed through the preparation of this unit is to encourage students to develop their skills by learning about economic methods and approaches in analyzing economic phenomena and preparing economic reports based on scientific foundations and creating an integrated environment between the sciences of Business Administration and economics. This will be achieved through classrooms, interactive lessons</p>
-------------------	--

Student Workload (SWL)			
الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	63	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	87	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	6
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	150		

Module Evaluation					
تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المناهج الأسبوعي المخطط	
	Material Covered
Week 1	The Evolution of economics and its relation to other sciences
Week 2	Economic Concepts
Week 3	The economic problem
Week 4	Classical Theory of Consumer Behavior (Marginal Utility Theory)
Week 5	Modern Theory of Consumer Behavior (Analysis of indifference Curves)
Week 6	The Demand: concept, kinds & factors
Week 7	Elasticity of Demand - measurement of elasticity of demand
Week 8	The Supply -elasticity of supply
Week 9	Production Theory - Production Function - Basic Concepts in Production Function
Week 10	The law of diminishing returns
Week 11	The Costs And Revenues
Week 12	The Markets
Week 13	The National income
Week 14	Distribution of national income - wages – interest And Profit
Week 15	Money And Banks
Week 16	

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Principles of Economics: Dr. Karim Mahdi AlHasnawi	Yes
Required Texts	Principles of Micro Economic Analysis: Hussain Al Omar	Yes
Required Texts	Principles of Statistics ,Mr. Dr. Mohammed al-Mashhadani	Yes
Required Texts	Principles of Economics: Abdel Moneim El Sayed Ali	Yes

Required Texts	Economics: Samuelson and Ford House	
Recommended Texts		

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		Module Delivery	
Module Type	B		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	BA 1103			
ECTS Credits	6			
SWL (hr/sem)	150			
Module Level	Frist Class	Semester of Delivery		1
Administering Department	Business Administration	College	Administration and Economics	
Module Leader	Ali Majid Hadi		e-mail	ali.majed@uobasrah.edu.iq
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	Ph.D.	
Module Tutor	Mohammad Faraj Hanoon		e-mail	mohammed.faraj@uobasrah.edu.iq
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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

<p>Module Objectives أهداف المادة الدراسية</p>	<p>5- 1. Introduce students to the basic concepts of accounting: Understand basic principles such as the accounting equation, the accounting cycle, and the balance sheet.</p> <p>6- 2. Develop accounting recording skills: Teach students how to record financial transactions in accounting books, such as the journal and the ledger.</p> <p>7- 3. Understand financial statements: Teach students how to prepare and read basic financial statements such as the income statement, balance sheet, and cash flow statement.</p> <p>8- 4. Promote accuracy and analysis: Train students to analyze financial statements accurately and with attention to detail.</p> <p>9- 5. Prepare students for advanced accounting courses: Equip students with the knowledge and skills that will enable them to pursue accounting studies at advanced levels.</p> <p>10- 6. Teach principles of professional ethics: Understand the role of ethics in accounting, such as integrity and transparency.</p> <p>11- These objectives aim to build a strong foundation in accounting that enables students to apply knowledge in real-world situations and their future professional lives</p>
<p>Module Learning Outcomes مخرجات التعلم للمادة الدراسية</p>	<p>1. Understanding basic accounting principles: The student should be able to explain basic accounting concepts and principles, such as the accounting equation and accounting restrictions.</p> <p>2. Ability to record financial transactions: The student should be able to record financial transactions in accounting records, such as the journal and the ledger, in a correct and systematic manner.</p> <p>3. Preparing basic financial statements: The student should be able to prepare basic financial statements, such as the income statement, balance sheet, and cash flow statement.</p> <p>4. Analyzing and interpreting financial statements: The student should be able to analyze and interpret financial statements to evaluate the financial performance of institutions.</p> <p>5. Practical application of accounting concepts: The student should be able to apply accounting concepts in real-life case studies, which enhances his ability to deal with different financial situations.</p> <p>6. Developing analytical and critical skills: The student should acquire the ability to think critically and analyze financial data accurately, while understanding the different impacts on financial results.</p> <p>7. Understanding the ethics of the accounting profession: The student should be aware of the importance of ethics in the accounting profession, and adhere to ethical and professional standards in accounting work.</p>

Indicative Contents المحتويات الإرشادية	<ol style="list-style-type: none"> 1. Basic understanding of accounting concepts: Introducing students to basic accounting concepts such as assets, liabilities, equity, revenues, and expenses. 2. Recording financial transactions: Training students on how to record financial transactions correctly using double entry in the journal and ledger. 3. Preparing financial statements: Developing skills in preparing basic financial statements, such as the balance sheet, income statement, and cash flow statement. 4. Analyzing and interpreting financial statements: Training students to analyze financial statements and extract financial indicators that help evaluate the performance of the institution. 5. Using accounting software: Directing students towards using common accounting software to improve the accuracy and efficiency of accounting operations. 6. Basic financial analysis: Developing students' ability to conduct simple financial analyses such as calculating financial ratios and analyzing cash flows.
---	--

Learning and Teaching Strategies استراتيجيات التعليم والتعلم	
Strategies	The main strategy followed in preparing this unit is to encourage students to develop their skills by learning about accounting methods and approaches in analyzing financial phenomena and preparing financial reports on scientific bases and creating an integrated environment between business administration sciences and accounting sciences, through classrooms and interactive lessons and looking at types of simple experiments that include some administrative, financial and accounting activities that interest students in their field of specialization.

Student Workload (SWL) الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	63	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	87	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	6
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل			

Module Evaluation تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المنهاج الاسبوعي المخطط	
	Material Covered
Week 1	Introduction to accounting and the business environment
Week 2	Definition of accounting, objectives of accounting, its principles, assumptions, accounting information and its users
Week 3	Single entry
Week 4	Accounting operations (accounting equation)
Week 5	Double entry accounting documents and records
Week 6	Double entry accounting documents and records
Week 7	Accounting cycle (recording, transferring, balancing and trial balance)
Week 8	Accounting for the formation of companies, providing capital, increasing and decreasing it
Week 9	Personal withdrawals, loans and their interest
Week 10	Revenue and capital expenses
Week 11	Accounting for goods
Week 12	Sales, their returns and allowances
Week 13	Discount and its types
Week 14	Cost of goods sold
Week 15	Preparatory week before the final Exam
Week 16	Preparatory week before the final Exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Principles of Financial Accounting (Assistant Professor Alaa Abdul Hussein Al-Saedi) and (Assistant Professor Al-Ham Jaafar Al-Shawi)	Yes
Required Texts		Yes
Required Texts		Yes
Required Texts		Yes
Required Texts		

Recommended Texts		
Websites		Yes
Websites		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	Mathematics for business		Module Delivery	
Module Type	B		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	BA1104			
ECTS Credits	6			
SWL (hr/sem)	150			
Module Level	Frist Class	Semester of Delivery		
Administering Department		College	Administration and Economics	
Module Leader	Wafaa Abdulsamad Ashour		e-mail	Wafaa.ashoor@uobasrah.edu.iq
Module Leader's Acad. Title	assistant professor		Module Leader's Qualification	masters
Module Tutor	Muhammad Musa		e-mail	Mohammed.mohsin@ uobasrah.edu.iq
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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 Objectives أهداف المادة الدراسية	<p>This course aims to provide the student with knowledge of matrices and their types</p> <p>Knowledge of systems of linear equations</p> <p>Solve linear equations using matrices and determinants</p>
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	<p>1- The student must be familiar with the principles of mathematics and the basic concepts of equations and practical applications</p> <p>2- Preparing students to benefit from matrices in the advanced stages</p> <p>3- Linking theoretical knowledge of matrices to the applied aspect</p>
Indicative Contents المحتويات الإرشادية	<p>Developing students' skills to reach a level that enables them to understand the basic concepts of matrices</p> <p>2- Introducing the student to the basic methods of operations on matrices</p> <p>- Increasing students' skill in using matrices and determinants to solve systems of linear equations</p>

Learning and Teaching Strategies استراتيجيات التعلم والتعليم	
Strategies	<p>1 - Printed lectures</p> <p>2- Video lectures</p> <p>3- The subject's teacher's transcripts</p>

Student Workload (SWL)			
الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	63	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	87	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	6
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	150		

Module Evaluation					
تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المنهاج الاسبوعي المخطط	
	Material Covered
Week 1	Vectors and their types - vector representation - vector addition and subtraction
Week 2	Scalar multiplication of vectors
Week 3	Vector multiplication
Week 4	Definition of matrices - types of matrices
Week 5	Rotated matrix
Week 6	Matrix effect
Week 7	Hermetic matrix
Week 8	Addition and subtraction of matrices
Week 9	Matrix multiplication
Week 10	Characteristics of the four processes
Week 11	Determinants
Week 12	Types of determinants
Week 13	Properties of determinants
Week 14	Solve linear equations using matrices
Week 15	Solve linear equations using determinants
Week 16	Monthly exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Matrices and their applications Dr. Ali is dear to me	Yes
Required Texts	Matrices / Schaum series	Yes
Required Texts		Yes
Required Texts		Yes
Required Texts		

Recommended Texts		
Websites		Yes
Websites		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	English Language		Module Delivery
Module Type	S		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	UN 115		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	First class	Semester of Delivery	
Administering Department	Business Administration	College	College of Economics & Administration
Module Leader	WameedhA.khdair		e-mail
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	.
Module Tutor		e-mail	wameedh.khudair@uobasrah.edu.iq
Peer Reviewer Name	Name	e-mail	E-mail:
Scientific Committee Approval Date	19-9-2024	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 Objectives أهداف المادة الدراسية	<ul style="list-style-type: none"> - Identify the rules of the English language. - Learn the conversation skills in English. - Identify translation skills in English. -Identify writing skills in the English language. -Identify reading skills in the English language
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	<ol style="list-style-type: none"> 1- Learn about pronoun concepts. 2. Identify auxiliary verbs in English. 3. Learn about the rules of verbs in the English language. 4. Identify the parts of speech in the English language. 5. Learn about the concepts of noun and adjective grammar. 6. Recognizing prepositions in the English language. 7. To increase the student's knowledge of additional rules in the English language. 8. To enable the student to distinguish irregular irregular verbs from regular verbs.
Indicative Contents المحتويات الإرشادية	<p>Indicative content includes the following. –</p> <ul style="list-style-type: none"> -How to give lectures -Student Groups -Workshops -Reports and Studies -Case studies and -Discussion

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	<p>. Teaching strategies are teaching methods and techniques that will select and deploy to support students through the learning process and teaching strategy most suitable for the topic being studied, the level of expertise of the learner, and the stage in their learning journey.</p>
-------------------	--

Student Workload (SWL)			
الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	33	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	2
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	17	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	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	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المنهاج الاسبوعي المخطط	
	Material Covered
Week 1	Basics of the English language : English concepts
Week 2	English pronouns
Week 3	Verb rules
Week 4	Section of speech
Week 5	Rules for nouns – rules for adjective
Week 6	Write the official email
Week 7	Conversation skills
Week 8	Sections of speech
Week 9	Conversation skills
Week 10	English conjunctions
Week 11	English Prepositions
Week 12	Negation rule
Week 13	Question composition
Week 14	Irregular verbs
Week 15	Article Translation+ Solving exercises
Week 16	Final exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Headway student book 1: Headway exercise book 1. Headway student book2: Headway exercise book2. Headway student book 3: Headway exercise book3. Headway student book 4: Headway exercise book 4	Yes
Required Texts		Yes

Required Texts		Yes
Required Texts		Yes
Required Texts		
Recommended Texts	NEW ENGLISH FILE BOOK ENGLISH FOR MANAGEMENT.	no
Websites	Websites specialized in the English language	Yes
Websites		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	Arabic		Module Delivery	
Module Type	S		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	UN 116			
ECTS Credits	2			
SWL (hr/sem)	50			
Module Level	Frist Class	Semester of Delivery	2	
Administering Department	Business Administration	College	Administration and Economics	
Module Leader	Dr. Abbas Abdulaziz Sayhoud		e-mail	abbas.saihood.@uobasrah.edu.iq
Module Leader's Acad. Title	assistant professor	Module Leader's Qualification	PhD	
Module Tutor			e-mail	
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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

<p>Module Objectives</p> <p>أهداف المادة الدراسية</p>	<ol style="list-style-type: none"> 1-Enable students to gain knowledge and understanding of Arabic grammar rules 2- Enable students to gain knowledge and understanding of Arabic literature 3- Enable students to gain knowledge and understanding of the science of rhetoric in Arabic rhetoric 4- Enable students to gain knowledge and understanding of spelling rules
<p>Module Learning Outcomes</p> <p>مخرجات التعلم للمادة الدراسية</p>	<ol style="list-style-type: none"> 1. Understand the basic concepts and principles of the Arabic language, including sentence types. 2. Interpret and analyze the Arabic sentence using the standard and deductive method. 3. Apply appropriate texts and examples to analyze the relationships between grammatical structures. 4. Understand and interpret the results of common linguistic errors. 5. Communicate results and rhetorical interpretations effectively, orally and in writing. 6. . Develop critical thinking skills and solve linguistic and literary problems in the context of textual analysis and interpretation .
<p>Indicative Contents</p> <p>المحتويات الإرشادية</p>	<ol style="list-style-type: none"> 1. Empowering cognitive skills for the basics of the Arabic language and its application areas. 2. Introducing the student to the methods of the Arabic language and the methods of its classification and categorization. 3. Introducing the student to rhetorical methods to obtain the necessary information for analysis and adopting appropriate rhetorical arts. 4. Developing the student's skills to reach a level that possesses the ability to analyze and interpret literary texts in a manner consistent with reality.

Learning and Teaching Strategies

استراتيجيات التعليم والتعلم

Strategies

. The main strategy followed in preparing this unit is to encourage students to develop their skills by learning about the methods and approaches to analyzing linguistic and literary phenomena, preparing linguistic and literary reports on scientific foundations, and creating an integrative environment between language, literature, and rhetoric, through classrooms and interactive lessons.

Student Workload (SWL)

الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	33	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	2
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	17	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	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	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester

Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي المخطط

	Material Covered
Week 1	Original and secondary diacritical marks
Week 2	What is parsed with letters - the dual and the one attached to it -
Week 3	Sound masculine plural and its annex
Week 4	The five names
Week 5	Sentence types / nominal - verbal sentence
Week 6	Copying verbs - kāna and its sisters - number
Week 7	Verb and its types/ The five verbs - Tools for the jussive mood
Week 8	Subject and Subject - Object / Absolute Object
Week 9	Islam's Positions on Poetry - Definition of Literature
Week 10	Literary sections - Literary eras
Week 11	Poetic purposes and examples thereof
Week 12	The pendants
Week 13	Imru Al-Qais/Al-Farazdaq/Al-Mutanabbi
Week 14	Hassan bin Thabit / Al-Sharif Al-Radi / Badr Shakir Al-Sayyab
Week 15	Rhetoric / Antithesis / Paronomasia / Saj' / Open Taa and Marbuta Taa
Week 16	Preparatory week before the final exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	A notebook prepared by the subject teacher according to the prescribed vocabulary	Yes
Required Texts	Arabic Lessons Collection	Yes
Required Texts	History of Arabic Literature	Yes
Required Texts	The essence of eloquence	Yes
Required Texts	clear spelling	
		Yes
		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	Principles of Business Administration		Module Delivery	
Module Type	C		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input checked="" type="checkbox"/> Seminar	
Module Code	BA1201			
ECTS Credits	8			
SWL (hr/sem)	200			
Module Level	Frist Class	Semester of Delivery		2
Administering Department	Business Administration	College	Administration and Economics	
Module Leader	ALI NSAIF SABER		e-mail	ali.saber@uobasrah.edu.iq
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	M.A	
Module Tutor	najee salih dahad , Mohammed Abdulridha Fataj		e-mail	najee.dahad@uobasrah.edu.iq Lec.mohammad.abdulridha@uobasrah.edu.iq
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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 Objectives أهداف المادة الدراسية	1- Defining business administration and its importance 2- The student acquires intellectual skills that he uses in his study of the scientific course 3- Expanding the student's scientific horizons when linking different cognitive information and then applying it
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	1. Understand the basic principles of business management 2. Identify the functions and activities of the organization 3. Know the modern and ancient administrative schools 4. Understand the communication and reward systems 5. How to perform administrative work efficiently and effectively 6. Understand the mechanism of managers' work 7. Basics of human resources management
Indicative Contents المحتويات الإرشادية	1. Empowering students with cognitive skills for the basics of management and its application areas. 2. Developing the student's skills to reach a level that possesses the ability to analyze, interpret and solve administrative problems in a manner consistent with reality. 3. Expanding the student's scientific horizons when linking different cognitive information and then applying it

Learning and Teaching Strategies استراتيجيات التعليم والتعلم	
Strategies	1- Students gain experience and knowledge in business administration 2- Enabling students to know the methods, means and sources to advance business administration 3- Developing the student's administrative skills in representing the theoretical material with examples of practical reality

Student Workload (SWL)			
الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	78	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	5
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	122	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	8
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	200		

Module Evaluation					
تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المنهاج الاسبوعي المخطط	
	Material Covered
Week 1	Motivation Basics and Concept - Motivation Theories - Content Theories - Maslow's Theory (Hierarchy of Needs)
Week 2	Alderfer's Theory - Herzberg's Theory
Week 3	Path Theories (Process) - Justice Theory - Expectancy Theory
Week 4	Work Teams - Team Benefits - Formal and Informal Work Teams
Week 5	Committees and Task Forces - Virtual Teams and Cross-functional and Activity Teams - How Teams Work Effectively
Week 6	Communication - Communication and the Work of the Manager - The Importance of Communication and its Role in Management - The Communication Process
Week 7	Types and Networks of Communication - Communication According to the Type of Message - Oral Communication - Written Communication - Non-Verbal Communication (Body Language)
Week 8	Communication According to its Directions - Ascending Communication - Descending Communication - Horizontal Communication - Means of Improving Communication Effectiveness
Week 9	Production and Operations Management - The Concept of Production and Operations Management and its Importance
Week 10	Conversion Processes - Objectives of Production and Operations Management - Production of Goods and Production of Services
Week 11	Marketing - Basic Concepts in Marketing - Benefit - Marketing Strategy - Marketing Mix
Week 12	Human Resources Management - The New Role of Human Resources Management - Human Capital
Week 13	Change Social Contract in Human Resources Management - The Strategic Role of Human Resources
Week 14	Recruitment and Selection - Recruitment Process
Week 15	Preparatory week before the final Exam
Week 16	Preparatory week before the final Exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Management and Business, Dr. Saleh Mahdi Al-Amiri, Dr. Taher Mohsen Mansour Al-Ghalbi	Yes
Required Texts	Principles of Management with a Focus on Business	Yes

	Administration, Dr. Khalil Mohammed Hassan Al-Shamaa	
Required Texts		
Required Texts		
Required Texts		
Recommended Texts		
Websites		
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				
معلومات المادة الدراسية				
Module Title	Statistics for Business		Module Delivery	
Module Type	B		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	BA 1202			
ECTS Credits	6			
SWL (hr/sem)	150			
Module Level	Frist Class	Semester of Delivery		2
Administering Department	Administration	College	Administration and Economics	
Module Leader	Bahaa A. Qasim		e-mail	bahaa.kasem@uobasrah.edu.iq
Module Leader's Acad. Title	ASS.prof.	Module Leader's Qualification	Ph.D.	
Module Tutor			e-mail	
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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 Objectives أهداف المادة الدراسية	<p>12- Providing the learner with statistical skills that enable him to prepare financial studies and reports that simulate financial markets by adopting statistical methods and indicators.</p> <p>13- The statistics subject aims to develop methods and means of thinking and how to deal with financial problems and find appropriate solutions that enable him to make the appropriate decision.</p> <p>14- Empowering the learner through thinking and training in dealing with financial problems using statistical methods</p>
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	<p>4. Understand the fundamental concepts and principles of statistics, including data types, measurement scales, and sampling methods.</p> <p>5. Interpret and analyze data using descriptive statistical measures, such as measures of central tendency (mean, median, mode) and measures of variability (range, variance, standard deviation).</p> <p>6. Apply appropriate statistical techniques for analyzing relationships between variables, including correlation analysis and simple linear regression.</p> <p>7. Understand and interpret the results of statistical software output and graphical representations.</p> <p>8. Communicate statistical findings and interpretations effectively, both orally and in written form.</p> <p>9. Develop critical thinking and Financial problem-solving skills in the context of statistical analysis and interpretation.</p>
Indicative Contents المحتويات الإرشادية	<p>4. Empowering the cognitive skills of the basics of statistics and its application areas.</p> <p>5. Introducing the student to the methods of collecting data and methods of tabulating and classifying it.</p> <p>6. Introducing the student to the methods of tabular and graphical presentation of data to obtain the necessary information for analysis and making appropriate decisions.</p> <p>7. Developing the student's skills to reach a level that possesses the ability to analyze and interpret financial data in a manner consistent with reality</p>

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	<p>The main strategy followed through the preparation of this unit is to encourage students to develop their skills by learning about statistical methods and approaches in analyzing financial phenomena and preparing financial reports based on scientific foundations and creating an integrated environment between the sciences of financial sciences and statistics. This will be achieved through classrooms, interactive lessons and consideration of types of simple experiments that involve some sampling activities that interest students in their field of specialization.</p>
-------------------	---

Student Workload (SWL)			
الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	63	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	87	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	6
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	150		

Module Evaluation					
تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المناهج الاسبوعي المخطط	
	Material Covered
Week 1	Definition and importance of statistics
Week 2	A historical overview of the development of the concept of statistics, its types and areas of application
Week 3	Data types and methods of collection
Week 4	Types of statistical sampling and all sampling methods
Week 5	Frequency distributions (importance and types)
Week 6	Presentation of data Frequency distribution (Tabular presentation)
Week 7	Graphical display of data, bar graphs, statistical circle, graph line and statistical rectangle.
Week 8	Measures of Central tendency for ungrouped data
Week 9	Measures of Central tendency for grouped data
Week 10	Properties of central tendency measures
Week 11	Measures of dispersion (variation) for ungrouped data Measures of dispersion (variation) grouped data
Week 12	Properties of dispersion measurements
Week 13	Pearson and spearman correlation
Week 14	Simple Regression Analysis
Week 15	Preparatory week before the final Exam
Week 16	Preparatory week before the final Exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Introduction to statistics ,Dr. Khashya Mahmoud Al-Rawi	Yes
Required Texts	Principles of applied statistics ,Mr. Dr. Raad Fadel Hassan Al-Tamimi	Yes
Required Texts	Principles of Statistics ,Mr. Dr. Mohammed al-Mashhadani	Yes
Required Texts	Principles of Statistics ,Dr. Abdul Sami Taiba	Yes
Required Texts		

Recommended Texts		
Websites	Methods of statistical calculations using Excel ,Dr. Adnan Majed Adnan Berri	Yes
Websites	Principles of statistical methods ,Dr. Abdel Aziz Fahmy Heikal	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	Principles of Accounting		Module Delivery	
Module Type	B		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	BA 1203			
ECTS Credits	6			
SWL (hr/sem)	150			
Module Level	Frist Class	Semester of Delivery		1
Administering Department	Business Administration	College	Administration and Economics	
Module Leader	Ali Majid Hadi		e-mail	ali.majed@uobasrah.edu.iq
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	Ph.D.	
Module Tutor	Mohammad Faraj Hanoon		e-mail	mohammed.faraj@uobasrah.edu.iq
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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 Objectives

أهداف المادة الدراسية

- 15-** 1. Introduce students to the basic concepts of accounting: Understand basic principles such as the accounting equation, the accounting cycle, and the balance sheet.
- 16-** 2. Develop accounting recording skills: Teach students how to record financial transactions in accounting books, such as the journal and the ledger.
- 17-** 3. Understand financial statements: Teach students how to prepare and read basic financial statements such as the income statement, balance sheet, and cash flow statement.
- 18-** 4. Promote accuracy and analysis: Train students to analyze financial statements accurately and with attention to detail.
- 19-** 5. Prepare students for advanced accounting courses: Equip students with the knowledge and skills that will enable them to pursue accounting studies at advanced levels.
- 20-** 6. Teach principles of professional ethics: Understand the role of ethics in accounting, such as integrity and transparency.
- 21-** These objectives aim to build a strong foundation in accounting that enables students to apply knowledge in real-world situations and their future professional lives

Module Learning Outcomes

مخرجات التعلم للمادة الدراسية

1. Understanding basic accounting principles: The student should be able to explain basic accounting concepts and principles, such as the accounting equation and accounting restrictions.
2. Ability to record financial transactions: The student should be able to record financial transactions in accounting records, such as the journal and the ledger, in a correct and systematic manner.
3. Preparing basic financial statements: The student should be able to prepare basic financial statements, such as the income statement, balance sheet, and cash flow statement.
4. Analyzing and interpreting financial statements: The student should be able to analyze and interpret financial statements to evaluate the financial performance of institutions.
5. Practical application of accounting concepts: The student should be able to apply accounting concepts in real-life case studies, which enhances his ability to deal with different financial situations.
6. Developing analytical and critical skills: The student should acquire the ability to think critically and analyze financial data accurately, while understanding the different impacts on financial results.
7. Understanding the ethics of the accounting profession: The student should be aware of the importance of ethics in the accounting profession, and adhere to ethical and professional standards in accounting work.

Indicative Contents المحتويات الإرشادية	<ol style="list-style-type: none"> 1. Basic understanding of accounting concepts: Introducing students to basic accounting concepts such as assets, liabilities, equity, revenues, and expenses. 2. Recording financial transactions: Training students on how to record financial transactions correctly using double entry in the journal and ledger. 3. Preparing financial statements: Developing skills in preparing basic financial statements, such as the balance sheet, income statement, and cash flow statement. 4. Analyzing and interpreting financial statements: Training students to analyze financial statements and extract financial indicators that help evaluate the performance of the institution. 5. Using accounting software: Directing students towards using common accounting software to improve the accuracy and efficiency of accounting operations. 6. Basic financial analysis: Developing students' ability to conduct simple financial analyses such as calculating financial ratios and analyzing cash flows.
---	--

Learning and Teaching Strategies استراتيجيات التعلم والتعليم	
Strategies	The main strategy followed in preparing this unit is to encourage students to develop their skills by learning about accounting methods and approaches in analyzing financial phenomena and preparing financial reports on scientific bases and creating an integrated environment between business administration sciences and accounting sciences, through classrooms and interactive lessons and looking at types of simple experiments that include some administrative, financial and accounting activities that interest students in their field of specialization.

Student Workload (SWL) الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	63	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	87	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	6
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل			

Module Evaluation تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المنهاج الاسبوعي المخطط	
	Material Covered
Week 1	Accounting for commercial papers (receivable papers) Accounting for commercial papers (payable papers)
Week 2	Accounting for current assets, acquisition costs, purchase expenses, discount and interest
Week 3	Sale and replacement of non-current assets
Week 4	Accounting for the depreciation of non-current assets
Week 5	Accounting for expenses paid in advance and accrued
Week 6	Accounting for revenues received in advance and accrued
Week 7	Accounting errors, their types and causes
Week 8	Methods of treating and correcting accounting errors
Week 9	Trial balance
Week 10	Final accounts, financial statements
Week 11	Trading account
Week 12	Profit and loss account
Week 13	Income statement
Week 14	Statement of financial position
Week 15	Preparatory week before the final Exam
Week 16	Preparatory week before the final Exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Principles of Financial Accounting (Assistant Professor Alaa Abdul Hussein Al-Saedi) and (Assistant Professor Al-Ham Jaafar Al-Shawi)	Yes
Required Texts		Yes
Required Texts		Yes
Required Texts		Yes

Required Texts		
Recommended Texts		
Websites		Yes
Websites		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	English Reading in Business		Module Delivery	
Module Type	B		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	BA 1204			
ECTS Credits	5			
SWL (hr/sem)	125			
Module Level	Frist Class	Semester of Delivery		2
Administering Department	Business Administration	College	Administration and Economics	
Module Leader	Abbas Abdulhameed Abdulabbas		e-mail	abbas.abdulhameed@uobasrah.edu.iq
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	Ph.D.	
Module Tutor			e-mail	
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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 Objectives أهداف المادة الدراسية	<p>22- Providing appropriate knowledge and clear understanding regarding principles of business administration.</p> <p>23- Providing appropriate knowledge and clear understanding regarding Business correspondence.</p> <p>24- Grasp the core principles of business management including planning, organizing, leading, and controlling</p> <p>25- Develop proficiency in writing clear, concise, and professional business correspondence</p> <p>26- Draft effective and well-structured business emails and letters tailored to various professional contexts.</p>
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	<p>10. Students will be able to explain and apply fundamental management concepts, including planning, organizing, leading, and controlling</p> <p>11. Develop critical thinking and leadership skills in the context of dealing with business environment.</p> <p>12. Student will be able to understand the important to assess benefits and the challenges of business organization.</p> <p>13. Students will apply proper formatting and structure to business correspondence to ensure clarity and professionalism.</p> <p>14. Students will have clear knowledge regarding the modern communication technologies and tools that required to enhance the efficiency and effectiveness of business correspondence.</p>
Indicative Contents المحتويات الإرشادية	<p>8. Introduction to Business Management which includes different kind of topics such as:</p> <ul style="list-style-type: none"> • Definition and importance of management • Evolution of management theories • Skills and Roles of managers <p>9. Major functions of management which include (Planning, Organizing, directing and controlling)</p> <p>10. Major types of Management in Business organization which include (Human resource management, Marketing management, Operation management and Financial management)</p> <p>11. Introduction to Business Correspondence</p> <p>12. Structure and format of business letters.</p> <p>13. Major types of business letters</p>

Learning and Teaching Strategies

استراتيجيات التعليم والتعلم

Strategies	<ol style="list-style-type: none"> 1. Use lectures to introduce key concepts, theories, and frameworks. 2. Provide examples and analyze specific cases to apply management theories and concepts. 3. Encourage class discussions and debates on management theories and contemporary business issues. 4. Foster students' critical thinking and application of concepts through interactive dialogue. 5. Assess and evaluate students through assignments, quizzes, and practical tasks.
-------------------	---

Student Workload (SWL)

الحمل الدراسي للطلاب محسوب لـ ١٥ أسبوعاً

Structured SWL (h/sem) الحمل الدراسي المنتظم للطلاب	77	Structured SWL (h/w) الحمل الدراسي المنتظم للطلاب اسبوعياً	5
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطلاب خلال الفصل	48	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطلاب اسبوعياً	3
Total SWL (h/sem) الحمل الدراسي الكلي للطلاب خلال الفصل	125		

Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الأسبوعي المخطط

	Material Covered
Week 1	Nature and concept of management. Definitions of management and its major functions
Week 2	Basic types of management in the business organization, Human resource management and Operation management, Marketing management and financial management,
Week 3	Levels of management and kinds of managers within the organization. Managerial skills and roles
Week 4	An introduction of pioneering and contemporary schools in management. Classical Management schools.
Week 5	Human Relation Management schools and modern management schools.
Week 6	Essentials of Planning (definition, types of plans, steps of planning process)
Week 7	Essentials of organizing (definition, types of organizing, steps of organizing process)
Week 8	Essentials of directing (leadership, motivation and communication)
Week 9	Essentials of controlling (definition, types of controlling steps of planning process)
Week 10	Introduction to Business correspondence. Definition and purpose of business correspondence.
Week 11	Structure and format of business letters. Principles of effective business letters
Week 12	Types of business documents (letters, emails, memos, reports) Writing clear and concise business letters
Week 13	How to write Cover letters with examples
Week 14	How to write formal and business letters and emails with examples
Week 15	Preparatory week before the final Exam
Week 16	Preparatory week before the final Exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Introducing Management A Development Guide by Bob Johnson & Kate Williams	Yes
Required Texts	Principles of Management" by Peter Drucker	Yes
Recommended Texts	Management Teams, why they succeed or fail by Meredith Belbin	Yes
Websites	Principles of Management" by Charles W.L. Hill and Steve McShane (2020)	no
Websites	Contemporary Management" by Gareth R. Jones and Jennifer M. George (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
	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	Fundamental of Computer Science		Module Delivery	
Module Type	S		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input type="checkbox"/> Seminar	
Module Code	UN 125			
ECTS Credits	3			
SWL (hr/sem)	75			
Module Level	Frist Class	Semester of Delivery		2
Administering Department	Business Administration	College	Administration and Economics	
Module Leader	Thaer Khalaf Khashan		e-mail	thaer.khashan@uobasrah.edu.iq
Module Leader's Acad. Title		Module Leader's Qualification		
Module Tutor			e-mail	
Peer Reviewer Name	Name	e-mail	E-mail	
Scientific Committee Approval Date	19-9-2024	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

<p>Module Objectives أهداف المادة الدراسية</p>	<ol style="list-style-type: none"> 1. Developing Technical Skills: <ul style="list-style-type: none"> Empowering students to utilize essential software and applications in areas such as accounting, project management, and data analysis. 2. Enhancing Analytical Thinking: <ul style="list-style-type: none"> Strengthening the ability to analyze business problems and use computing tools to support decision-making and improve managerial performance. 3. Increasing Efficiency and Productivity: <ul style="list-style-type: none"> Teaching students how to automate administrative processes and enhance productivity through effective data collection, storage, and retrieval using computers.
<p>Module Learning Outcomes مخرجات التعلم للمادة الدراسية</p>	<ol style="list-style-type: none"> 1. Proficiency in Software Applications: <ul style="list-style-type: none"> Students will demonstrate the ability to effectively use essential software tools, such as word processing, spreadsheets, and presentation software. 2. Analytical and Problem-Solving Skills: <ul style="list-style-type: none"> Students will develop critical thinking skills that enable them to analyze data and solve complex business problems using computational methods. 3. Understanding of Information Systems: <ul style="list-style-type: none"> Students will gain knowledge of how information systems support business processes and decision-making, including database management and information retrieval. 4. Digital Communication Skills: <ul style="list-style-type: none"> Students will learn to communicate effectively through digital platforms, including email, collaborative tools, and social media, enhancing their ability to work in teams. 5. Awareness of Cybersecurity Practices: <ul style="list-style-type: none"> Students will understand the importance of cybersecurity and how to protect data and information systems from potential threats and vulnerabilities.
<p>Indicative Contents المحتويات الإرشادية</p>	<ol style="list-style-type: none"> 1. Basic Computer Skills: <ul style="list-style-type: none"> Introduction to hardware and software components, operating systems, and fundamental tasks such as file management, internet navigation, and troubleshooting common issues. 2. Software Applications: <ul style="list-style-type: none"> In-depth training on essential software tools, including word processing, spreadsheets, presentation software, and database management, focusing on their application in business contexts. 3. Data Analysis and Visualization: <ul style="list-style-type: none"> Techniques for collecting, analyzing, and visualizing data using software tools to support decision-making processes, including statistical analysis and creating informative charts and graphs.

Learning and Teaching Strategies

استراتيجيات التعليم والتعلم

Strategies	The teaching and learning strategy for computer studies should focus on a combination of theoretical knowledge and practical application. It should incorporate hands-on exercises where students work with software tools and applications in real-world scenarios. Collaborative learning is essential, encouraging group projects and discussions to foster teamwork and develop communication skills, allowing students to learn from each other. Problem-based learning can be utilized through case studies and practical problems that require analytical thinking and problem-solving skills, helping students apply their knowledge effectively. Additionally, a blended learning approach can be implemented, combining traditional classroom instruction with online resources to provide flexibility and access to diverse learning materials. Continuous assessment through regular quizzes, projects, and feedback will promote ongoing improvement in student understanding.
-------------------	---

Student Workload (SWL)

الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	47	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	3
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	27	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	2
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	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) المنهاج الاسبوعي المخطط	
	Material Covered
Week 1	Introduction to Computers <ul style="list-style-type: none"> Overview of computer components (hardware and software) Understanding the function of each component
Week 2	Basic Hardware Concepts <ul style="list-style-type: none"> Types of hardware (input, output, storage devices) Setting up a computer system
Week 3	Basic Software Concepts <ul style="list-style-type: none"> Types of software (system software vs. application software) Installing and uninstalling software applications
Week 4	Operating Systems Overview <ul style="list-style-type: none"> Understanding operating systems (e.g., Windows, macOS) Navigating the desktop environment
Week 5	Introduction to Microsoft Word <ul style="list-style-type: none"> Creating a new document Basic text formatting (font styles, sizes, colors)
Week 6	Working with Documents in Word <ul style="list-style-type: none"> Saving and opening documents Using spell check and grammar tools
Week 7	Advanced Microsoft Word Features <ul style="list-style-type: none"> Inserting tables, images, and shapes Using headers, footers, and page numbers
Week 8	Formatting and Styling in Word <ul style="list-style-type: none"> Creating lists (bulleted and numbered) Utilizing styles and themes for consistency
Week 9	Introduction to Microsoft PowerPoint <ul style="list-style-type: none"> Creating a new presentation Understanding slide layouts and themes
Week 10	Working with Slides in PowerPoint <ul style="list-style-type: none"> Adding text, images, and multimedia Rearranging and deleting slides
Week 11	Advanced PowerPoint Features <ul style="list-style-type: none"> Adding transitions and animations Designing effective slide presentations

Week 12	Presentation Techniques <ul style="list-style-type: none"> • Best practices for presenting • Effective communication skills during a presentation
Week 13	Review of Word and PowerPoint <ul style="list-style-type: none"> • Recap of key features and tools in both applications • Hands-on practice with selected features
Week 14	Project Work Using Word and PowerPoint <ul style="list-style-type: none"> • Students start a project combining Word and PowerPoint skills • Peer collaboration for feedback and ideas
Week 15	Project Presentation <ul style="list-style-type: none"> • Students present their projects using Word and PowerPoint • Course wrap-up and feedback session
Week 16	Preparatory week before the final Exam

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Manjunath,G. (2010), Computer Basics	Yes
Required Texts	(2004), Basic Computer Skills Moira Stephen	Yes
Required Texts	Computer Basics , GCF Global , 1999	Yes
Required Texts	Microsoft Word 2019 Training , Microsoft , Updating	Yes
Required Texts	Microsoft PowerPoint 2019 Training , Microsoft , Updating	
Recommended Texts	Introduction to Digital Literacy , DigitalLearn.org , 2012 Updating	
Websites		Yes
Websites		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 (فقد 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 Rights & Democracy		Module Delivery
Module Type	S		<input checked="" type="checkbox"/> Theory <input checked="" type="checkbox"/> Lecture <input type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input checked="" type="checkbox"/> Practical <input checked="" type="checkbox"/> Seminar
Module Code	UN 126		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	Frist Class	Semester of Delivery	
Administering Department	business management	College	Administration and Economics
Module Leader	Zainab yassen abdukhuder	e-mail	zainab.ramathy@uobasrah.edu.iq
Module Leader's Acad. Title	Lecture	Module Leader's Qualification	Ph.D.
Module Tutor		e-mail	
Peer Reviewer Name	Name	e-mail	E-mail
Scientific Committee Approval Date		Version Number	

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 Objectives أهداف المادة الدراسية	1-Defining human rights, and the nature of human rights in general 2- Defining public rights and private rights 3- Defining economic, social and cultural rights 4- Defining civil and political rights 5- Defining social tolerance and peaceful coexistence 6- Defining intolerance and how to eliminate it and accept others 7- Defining the guarantees that ensure the enjoyment of these rights
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	1. Familiarity with all rights to ensure that individuals enjoy the basic rights and freedoms of the individual 2. Changing reality in line with the concepts of human rights 3. Accepting the cultures of others 4. Understanding and interpreting the phenomena that occur in societies and their relationship to the rights of the individual. 5. Communicating constructive ideas to students 6. Developing the student's thinking skills
Indicative Contents المحتويات الإرشادية	1. Empowering cognitive skills for the basics of human rights and fundamental freedoms. 2. Introducing the student to the types of rights and fundamental freedoms. 3. Introducing the student to the methods and tools of peaceful coexistence. 4. Developing the student's skills to reach a level that possesses the ability to analyze and interpret everything that is beneficial or harmful for his interest and the interest of others. 5. Respecting the freedoms of others and accepting their cultures

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies	The main strategy followed in preparing this unit is to encourage students to develop their skills by learning about their basic rights and freedoms according to the documents of international human rights law, so that they can live a dignified life that preserves their dignity to achieve international peace and security, which is one of the goals of the United Nations Charter. This is done through classrooms, interactive lessons, and consideration of the facts on the international scene and the society in which they exist.
-------------------	---

Student Workload (SWL) الحمل الدراسي للطالب محسوب لـ ١٥ أسبوعاً			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب	33	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب اسبوعياً	2
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	17	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب اسبوعياً	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	1	10% (10)	4 and 8	During the semester
	Assignments	1	10% (10)	5 and 12	During the semester
	Report	1	10% (10)	10	During the semester
Summative assessment	Midterm Exam	1hr	20% (20)	14	During the semester
	Final Exam	2hr	50% (50)	16	All Semester
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الأسبوعي المخطط

	Material Covered
Week 1	Definition and importance of human rights, human rights law and related laws
Week 2	A historical look at the development of the concept of human rights in international documents and in Islam and its characteristics
Week 3	Definition of sources of human rights
Week 4	General rights / First / Civilian rights
Week 5	Definition of fanaticism / Types of fanaticism / Characteristics of the fanatic / Ways to combat fanaticism of all kinds
Week 6	Second / Political rights
Week 7	Third / Economic, social and cultural rights
Week 8	Private rights / Rights of parents and children
Week 9	Rights of spouses and the weak
Week 10	Administrative corruption / Its nature / Types / Causes / Factors
Week 11	The impact of the phenomenon of administrative corruption on human rights and society in general / and systematic treatments to combat it
Week 12	Guarantees of civil and political rights / Constitutional guarantees / Judicial guarantees / Political guarantees
Week 13	Minorities and peaceful coexistence / Its concept / Its goals / Its forms / Its tools / Its principles
Week 14	Cultural diversity / Its positives and negatives / Cultural identity and globalization and their relationship to each other / Its importance in university education / And its relationship with human rights
Week 15	General discussion of some facts on The arena and its application to human rights concepts and vocabulary
Week 16	Open discussion and questions to review the material before the final exam

Learning and Teaching Resources		
مصادر التعلم والتدريس		
	Text	Available in the Library?
Required Texts	Human Rights Binder	Yes
Required Texts	Human Rights/ by Professor Dr. Hamid Hanoun Khaled	Yes
Required Texts		
Required Texts		
Required Texts		
Recommended Texts		
Websites		
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
<p>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.</p>				