

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



# **Academic Program and Course Description Guide**

**2025**



( امر اداري )

م/ إعادة تشكيل لجنة الاعتماد البرامجي – قسم إدارة الاعمال

بناءً على مذكرة رئيس قسم إدارة الاعمال المرقمة ١٧٨ في ٢٠٢٥/٥/٤ ....  
تقرر تشكيل لجنة الاعتماد البرامجي في قسم إدارة الاعمال من الذوات المدرجة أسماؤهم ادناه :-

ت	اسم التدريسي	العضوية
١	أ.د. عروبة رشيد علي	رئيساً
٢	م.م. محمد عبدالرضا فرج	عضواً
٣	م.م. دعاء شهيد حبيب	عضواً
٤	م.م. رنا عبدالله محمد	عضواً
٥	م.م. هبة ياسين عبدالله	عضواً
٦	السيدة سليمة عريج علي	عضواً
٧	الانسة طيبة حمد حمود	عضواً

أ.م. عبدالحسين توفيق شلي

العميد

٢٠٢٥/٥/٥

نسخة منه الى :-

- مكتب السيد العميد – للعلم – مع التقدير .
- وحدة الشؤون العلمية – مع الاوليات .
- قسم إدارة الاعمال – مذكرتك المرقمة ١٧٨ في ٢٠٢٥/٥/٤
- الحسابات – لاجراء اللازم .
- التدقيق – لاجراء اللازم .
- شعبة الجودة – للعلم .
- الملف الشخصي .
- الصادرة .

العنوان : العراق / البصرة / مجمع كليات باب الزبير  
البريد الالكتروني : college\_eco\_adm @ yahoo.com



## Academic Program Description Form

University Name: .....Basrah.....

Faculty/Institute: .....College of Admin & Economics.....

Scientific Department: ..... Business Administration.....


Academic or Professional Program Name: .... Business Administration....

Final Certificate Name: .... Bachelor of Business Administration.....

Academic System: ... Semester system .....

Description Preparation Date: 20/3/2025


File Completion Date: 21/3/2025

Signature: 

Head of Department Name:

Prof Dr. Orouba Rashid Ali

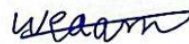
Date: 26/6/2025

Signature: 

Scientific Associate Name:

Assistant Prof Dr. Ammar Youssef Dhicher

Date: 26/8/2025

The file is checked by: Weam Yassin Najm 

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance Department:

Date: 28/8/2025

Signature: 

  
Approval of the Dean

Prof Dr. Abdul Hussein Tawfiq Al-Shibli

### **1. Program Vision**

The Department of Business Administration seeks scientific and academic excellence through developing scientific research, producing knowledge, and meeting the needs of the labor market. It also works to provide an integrated path for its students and professors through its scientific, research and administrative activities, to make them active and creative in serving society.

### **2. Program Mission**

Preparing graduates equipped with knowledge and skills in the field of business administration to meet the needs of the labor market by enhancing the educational, research and community service environment.

### **3. Program Objectives**

The department seeks to develop highly qualified administrative cadres that enhance the chances of success by relying on the department's core competencies and providing high-quality academic programs that are in line with the Iraqi business environment and its continuous changes. Therefore, the department aims to:

- 1- Improving performance and success rates while maintaining a good academic level.
- 2- Developing primary and postgraduate studies curricula in line with the curricula of prestigious universities.
- 3- Enhancing the culture of scientific research in accordance with the university's research directions and in a way that contributes to creating opportunities for the public and private sectors.
- 4- Graduating students equipped with the necessary knowledge, skills and values in business administration to meet the requirements of the labor market.

### **4. Program Accreditation**

In the process of applying - to obtain accreditation according to national standards for accrediting programs in colleges of administration and economics in Iraq

### **5. Other external influences**

National standards for accreditation of colleges of administration and economics

programs in Iraq (NCAPAEI).

#### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	56	143	100%	Basic course
College Requirements	Yes			
Department Requirements	Yes			
Summer Training	There is			
Other				

\* This can include notes whether the course is basic or optional.

#### Program Description

#### Study subjects for the first level

Level	Semester	No.	Module Name in English	Language	SSWL(hr/w)						Exam Hr/sem	SSWL Hr/sem	USSWL Hr/sem	SWL Hr/sem	ECTS
					CL(hr/w)	Lect(hr/w)	Lab(hr/w)	P(hr/w)	Tut(hr/w)	Semr(hr/w)					
UGI	One	١	Basic of business Administration	Arabic	٤				١		٣	٧٨	١٢	٢٠٠	٨,٠٠
		٢	Principles of economics	Arabic	٣				١		٣	٦٣	٨٧	١٥٠	٦,٠٠
		٣	Basic of Accounting	Arabic	٣			١			٣	٦٣	٨٧	١٥٠	٦,٠٠
		٤	Mathematics for Business	Arabic	٣			١			٣	٦٣	٨٧	١٥٠	٦,٠٠
		٥	English language	English	٢						٣	٣٣	١٧	٥٠	٢,٠٠
		٦	Arabic language	Arabic	٢						٣	٣٣	١٧	٥٠	٢,٠٠
			Total		١٧	٠	٠	٢	٢	٠	١٨	٣٣٣	٤١٧	٧٥٠	٣٠,٠٠
	Two	١	Principles of business Administration	Arabic	٤				١		٣	٧٨	١٢٢	٢٠٠	٨,٠٠
		٢	Statistics for Business	Arabic	٣			١			٣	٦٣	٨٧	١٥٠	٦,٠٠
		٣	Principles of Accounting	Arabic	٣			١			٣	٦٣	٨٧	١٥٠	٦,٠٠

		٤	English Reading in Business	English	٢				١		٣	٤٨	٧٧	١٢٥	٥,٠٠
		٥	Fundamentals of Computer Science	Arabic	١		٢				٣	٤٨	٢٧	٧٥	٣,٠٠
		٦	Human Right & Democracy	Arabic	٢						٣	٣٣	١٧	٥٠	٢,٠٠
				Total	١٥	٠	٢	٢	٢	٠	١٨	٣٣٣	٤١٧	٧٥٠	٣٠,٠٠

## 7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
			theoretical	practical
<b>second level</b> ٢٠٢٣-٢٠٢٤ (first course)		Organized theoretical	٣	
		Marketing Management	٣	
		HR Management	٣	
		Materials and warehouse management	٢	
		Commercial law	٣	
		Computer 1 EXCEL	٢	١
		Baath Party crimes	٢	
		Intermediate Accounting	٢	
<b>second level</b> ٢٠٢٤-٢٠٢٥ (second course)		Market research	٢	
		Intellectual capital management	٢	
		Organizational behavior	٣	
		Intermediate accounting	٢	
		E-Commerce	٢	
		Supply management	٢	
		Advanced office administrative applications using the computer EXCEL	٢	
<b>third level</b> ٢٠٢٤-٢٠٢٥ (first course)		English language	٣	
		Financial Management 1	٢	
		Bank management	٣	
		Strategy management	٣	
		project management	٣	

		Business economics	۳	
		Operations Research	۲	
		Cost accounting	۳	
<b>third level</b> ۲۰۲۴-۲۰۲۵ (second course)		financial management	۳	
		Strategic thinking	۳	
		Insurance management	۳	
		Operations research	۳	
		Cost accounting	۳	
		Project management applications using computers	۲	
		Feasibility studies	۳	
<b>Fourth level</b> ۲۰۲۴-۲۰۲۵ (first course)		production management	۳	
		Contract Management	۲	
		information technology	۳	
		Risk Management	۲	
		International Business Administration	۳	
		Research Methods	۲	
		English language	۲	
<b>Fourth level</b> ۲۰۲۴-۲۰۲۵ (second course)		Quality Management	۳	
		knowledge management	۳	
		Corporate governance	۲	
		Graduation research project	۱	
		Negotiation management	۲	
		Investment portfolio management	۳	

## 8. Expected learning outcomes of the program

Knowledge	
Knowledge	<p>1- Enabling students to know and understand the basics of management science with its various variables and branches.</p> <p>2- Providing students with the necessary skills to work in administrative professions, such as using information technology systems and quantitative methods in the field of business administration.</p>

	3- Enabling students to translate administrative theory into practical cases, as well as understand the nature and importance of variables that affect the course of administrative processes.
<b>Skills</b>	
<b>Skills</b>	<p>1- Students are able to prepare and write research projects on various administrative topics under the direct supervision of department professors with specializations.</p> <p>2- Providing a set of realistic and practical cases to study and observe to understand the nature of the connections and relationships between administrative theories and administrative practice in practice.</p> <p>3- Enabling students to prepare and write economic feasibility studies under the direct supervision of specialized department professors.</p> <p>4- Teaching students how to create a job opportunity through the entrepreneurship course.</p> <p>5- Teaching the student to develop and develop creative and innovative thinking skills in the field of specialization</p>
<b>Ethics</b>	
<b>Ethics</b>	<p>Since the beginning of the academic year, the department has followed specific policies at all levels to enhance students' loyalty and love for the business administration major, as it is one of the important majors in the current and future local and global business environment, in addition to its great influence on the activities of the private sector and various state institutions, which has led to the creation of solid emotional values. The students have a personal desire for the importance of scientific specialization and belonging to this department, and they are completely satisfied with their decision to choose and express their thoughts and feelings regarding life matters.</p>

## 9. Teaching and Learning Strategies

1. Giving lectures.
- 2- The style of dialogue and discussion
- 3- Brainstorming method
- 4- Data show means
- 5- Making reports
- 6- Distributing students into groups for applied case study and case study analysis.

## 10. Evaluation methods

- 1- Continuous observation of the student by the professor
- 2- Daily exams (Quiz)
- 3- Monthly tests



- 4- Semester exams and end-of-course exams
- 5- Submit reports
- 6- Giving incentive rewards (grades) to students to encourage them to excel.

## 11. Faculty

### Faculty Members

Full Name	Academic Rank	Specialization		Special Requirements/ Skills (if applicable)		Number of the teaching staff	
		General	Special			Staff	Lecturer
Hadi Abdul- Wahab Abdul- Imam	Professor	Business Administration	Organized theoretical			Staff	
Rasha Mehdi Saleh	Professor	Business Administration	HR management			Staff	
Zainab Shalal Akar	Professor	Business Administration	Financial management			Staff	
Orouba Rashid Ali	Professor	Business Administration	Bank management			Staff	
Shatha Ahmed Alwan	Assistant Prof	Business Administration	Comprehensive quality management			Staff	
Wameedh Khadair	Professor	Business Administration	Human resources			Staff	
Wafaa Ali Sultan	Assistant Prof	Business Administration	Risk and insurance management			Staff	
Nada Abdul- Qader	Assistant Prof	Business Administration	Financial management			Staff	
Mahmoud Qasem Dawood	Lecturer	Business Administration	Economic development			Staff	
Ammar Youssef Dhahir	Assistant Prof	Business Administration	marketing management			Staff	
Ra'afat Awad Mousa	Assistant Prof	Business Administration	marketing management			Staff	
Abbas Abdulhamid Abdul-Jalil	Lecturer	Business Administration	Comprehensive quality management			Staff	

Zaid Sadiq Majid	Assistant Prof	Business Administration	Organizational behavior			Staff	
Muhammad Saleh Madi	Lecturer	Business Administration	Knowledge management			Staff	
Zainab Yasin Abdul-Khadr Ramahi	Lecturer	Business Administration	International law			Staff	
Ammar Nazar Mustafa	Lecturer	Business Administration	Financial management			Staff	
Thaer Khalaf Khashan	Lecturer	Business Administration	Financial management			Staff	
Ali Nsayef Sabr	Lecturer	Business Administration	HR management			Staff	
Najy Saleh Dahad	Lecturer	Business Administration	Financial management			Staff	
Iman Fadel Ismail Khalil	Lecturer	Business Administration	information technology			Staff	
Yasmeen Najm Abdullah	Assistant lecturer	Business Administration	International economy			Staff	
Basil Jabeer Ajeel	Assistant lecturer	Business Administration	Production and operations management			Staff	
Ahmed abed Saud	Assistant lecturer	Business Administration	HR management			Staff	
Eman Hato Jahlul	Assistant lecturer	Business Administration	HR management			Staff	
Alaa Naser Dawood	Assistant lecturer	Business Administration	Organized theoretical			Staff	
Rana Abdallah Mudafar	Assistant lecturer	Business Administration	Strategic management			Staff	
Muhammad Abdul-Razza Faraj	Assistant lecturer	Business Administration	HR management			Staff	
Dua'a Shaheed	Assistant lecturer	Business Administration	Quality Management			Staff	
Hiba Yassen Abdullah	Assistant lecturer	Business Administration	Knowledge management			Staff	

## **Professional Development**

### **Mentoring new faculty members**

- 1- Special instructions for national accreditation standards for colleges of administration and economics
- 2- Development courses / workshops / conferences / scientific research / curricular and extracurricular activities

### **Professional development of faculty members**

- 1- Special instructions for national accreditation standards for colleges of administration and economics
- 2- Instructions and directives of the Ministry of Higher Education and Scientific Research to develop faculty members
- 3- Development courses / workshops / conferences / scientific research / curricular and extracurricular activities

## **12. Acceptance Criterion**

According to the central admission controls set by the Ministry of Higher Education and the admission controls approved by the College of Administration and Economics

## **13. The most important sources of information about the program**

1. The sectoral body for deans of faculties of administration and economics
2. Corresponding international and Arab universities.
3. Internet networks.
4. National standards for accreditation of programs in colleges of administration and economics in Iraq (NCAPAEI).

## **14. Program Development Plan**

Conducting field visits to government institutions to familiarize students with administrative work and how to practice and develop the basic requirements to improve practical reality.

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
first level (first course)		Basic of business Administration	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Principles of Economics	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Basic of Accounting	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Mathematics for Business	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		English language	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Arabic Language	Basic	√	√	√	√	√	√	√	√	√	√	√	√
first level second course		Principles of business management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Statistics for Business	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Principles of Accounting	Basic	√	√	√	√	√	√	√	√	√	√	√	√

		English Reading in Business	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Fundamentals of Computer Science	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Human Right & Democracy	Basic	√	√	√	√	√	√	√	√	√	√	√	√
second level (first course)		Organized theoretical	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Marketing Management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		HR Management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Materials and warehouse management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Commercial law	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Computer 1 EXCEL	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Baath Party crimes	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Intermediate Accounting	Basic	√	√	√	√	√	√	√	√	√	√	√	√
second level (second course)		Market research	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Intellectual capital management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Organizational behavior	Basic	√	√	√	√	√	√	√	√	√	√	√	√



		Intermediate accounting	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		E-Commerce	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Supply management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Advanced office administrative applications using the computer EXCEL	Basic	√	√	√	√	√	√	√	√	√	√	√	√
third level (first course)		English language	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Financial Management 1	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Bank management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Strategy management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		project management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Business economics	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Operations Research	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Cost accounting	Basic	√	√	√	√	√	√	√	√	√	√	√	√

<b>third level</b> <b>(second course)</b>		financial management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Strategic thinking	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Insurance management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Operations research	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Cost accounting	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Project management applications using computers	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Feasibility studies	Basic	√	√	√	√	√	√	√	√	√	√	√	√
<b>Fourth level</b> <b>(first course)</b>		production management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Contract Management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		information technology	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Risk Management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		International Business Adminstration	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Research Methods	Basic	√	√	√	√	√	√	√	√	√	√	√	√

		English language	Basic	√	√	√	√	√	√	√	√	√	√	√	√
Fourth level (second course)		Quality Management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		knowledge management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Corporate governance	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Graduation research project	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Negotiation management	Basic	√	√	√	√	√	√	√	√	√	√	√	√
		Investment portfolio management	Basic	√	√	√	√	√	√	√	√	√	√	√	√

- Please tick the boxes corresponding to the individual program learning outcomes under evaluation.

## Postgraduate studies Program

### **Program Vision**

The Department of Business Administration aspires to be distinguished in all areas of scientific research and to advance graduate programs to the level of international universities. This is achieved by preparing distinguished academic cadres who contribute to the development of society and scientific research, and keep pace with the demands of the times and the labor market.

### **Program Mission**

Providing a robust and stimulating academic environment for students and researchers, based on quality and innovation, and supporting the production and application of knowledge in the service of society through advanced and integrated graduate programs. The department will achieve excellence among all business administration departments at Iraqi universities.

### **Program Objectives**

- Develop curricula in line with international standards and labor market requirements.
- Improving postgraduate studies for the better.
- Twinning with Arab and foreign universities and enhancing local and international cooperation with universities and research institutions.
- Preparing specialized researchers capable of producing solid scientific research that serves sustainable development.
- Developing relationships with the public and private sectors in the field of community service and providing the best advice as part of academic responsibility.
- Holding annual scientific conferences.
- Achieving academic accreditation for programs and institutions according to quality standards.
- Support innovation and patents through applied research.
- Providing an advanced educational environment that includes modern technologies and diverse knowledge sources.

PhD Program Skills Outline				
second course		first course		
Number of units	The decision	Number of units	The decision	N.O
۳	Organization Theory	۳	Innovation and Entrepreneurship	۱
۳	Financial Management	۳	Production and Operations Management	۲
۲	Philosophy of Research Methodology	۲	Human Resources Management	۳
۲	Marketing Management	۳	Strategic Management	۴
۲	Advanced Statistical Software	۲	Operations Research	۵
		۲	English	۶

Master's program skills chart				
second course		first course		
Number of units	The decision	Number of units	The decision	N.O
۲	Management Information Systems	۲	Organization Theory	۱
۲	Strategic Management	۲	Production and Operations Management	۲
۲	Scientific Research Methodology	۲	Human Resources Management	۳
۲	Marketing Management	۲	Operations Research	۴
۲	Financial Management	۲	Knowledge Management	۵
۲	Organizational Behavior	۲	English	۶



Higher Diploma Program Skills Outline/Strategic Planning					
second course			first course		
Number of units	The decision		Number of units	The decision	N.O
٢	Operations Research		٢	Senario Planning	١
٢	Planning Budgets		٢	Human Resources Management	٢
٢	Scientific Research Methodology		٢	Modern Management and Leadership	٣
٢	Strategic Thinking		٢	Strategic Management	٤
٢	Public Management		٢	Strategic Information Systems	٥
٢	Feasibility Study		٢	English	٦

Higher Diploma/Total Quality Management Skills Scheme					
second course			first course		
Number of units	The decision		Number of units	The decision	N.O
٢	Feasibility Study		٢	Quality Management Systems	١
٢	Functional Quality of Life		٢	Production and Operations Management	٢
٢	Methods and Ethics of Scientific Research		٢	Strategic Quality Planning	٣
٢	Statistical Software in Quality		٢	Total Quality Management	٤
٢	Service Quality		٢	Leadership Styles and Methods	٥
٢	Materials Reengineering		٢	English	٦

