

Ministry of Higher Education and Scientific Research

Supervision and Scientific Evaluation Body

Quality Assurance and Academic Accreditation Office

Course Description Sample

Subject: -----

This course description provides a brief survey of the most important characteristics, expected learning output, showing whether students have made full use of the learning opportunities. These characteristics have to be matched with the description of the program.

1. Educational Institution	Shatt Al-Arab University College
2. Department / Center	Accounting
3. Course Title /Code	HB93
4. Lecturer Name	
5. Type of Teaching	Attendance
6. Academic Year /Term	
7. Total No. of Teaching Hours	33
8. Date of Preparing this Course Description	28/09/2022

9. Course Objectives

Study management at the level of principles according to a specialized sectoral study with advanced scientific backgrounds aimed at preparing students in the first stage of their university studies and providing them with scientific backgrounds related to business management in the principles of management for the purpose of preparing them for the next stages.

10. Course Output, Methodology and Evaluation

(A) Cognitive Objectives

A1- Enable the student to obtain knowledge and understanding of the theoretical framework of management principles
A2- Enable the student to obtain knowledge and understanding of the requirements of management principles
A3- Enable the student to obtain knowledge and understanding in the field of choosing administrative concepts
A4- Enable the student to obtain knowledge and understanding of management principles and their implications

(B) Skill Objectives Related to the Program

B1 - Teaching the student the skills of dealing with various cases related to administrative issues
B2 - The student acquires the skills to use management principles in solving administrative problems
B3 - Providing the student with skills that enable him to make decisions in matters that require the use of those skills

Methods of Teaching and Learning

1- Adopting the method of giving lectures and linking each topic with examples from the reality of the situation.
2- Teaching the student the basic concepts of the subject and the topics related to knowledge and understanding described in Paragraph (a)

Teaching the student how to write a report on a topic related to management, how to use the Internet by obtaining resources, reviewing the library, and how to write the report.

Methods of Evaluation

1- Through the participation of students in the lecture, based on their prior preparation of the subject.

2- Giving the students a case study and dividing the students into groups to write a report about that study.

3- Evaluation through monthly exams.

(C) Sentimental and Value Objectives

C1- Skills of using thinking and objective analysis of cases that require the use of management principles

C 2 - the skills of accessing topics related to the article and how to benefit from them.

C3 - Skills in developing the student's abilities and instilling values and principles in the student by emphasizing integrity

D - Transferred general and qualifying skills (other skills related to employability and personal development).

D1- Encouraging students to be creative and create a spirit of perseverance and self-denial through continuous encouragement of the need for joint and effective cooperation among them to achieve their academic requirements

D2- Providing them with the university's website related to the availability of future opportunities for recruitment and employment

D 3- To provide them with knowledge of the importance of developing their capabilities through self-education by accessing various knowledge

D4 - Emphasis on the development of students' self-talents such as sports and arts of all kinds in their spare time.

11. Course Structure

Week	No of Hours	Required Learning Output	Title of Subject	Teaching Method	Evaluation
1	2				
2	2				
3	2				
4	2				
5	2				
6	2				
7	2				
8	2				
9	2				
10	2				
11	2				
12	2				
13	2				
14	2				
15	2				

12. Infrastructure

a. Textbooks	
b. References	Methodology and assistance books as well as relevant laws and instructions.
c. Recommended books and periodicals (journals, reports, etc.)	
d. Electronic references, internet websites, etc	

13. The Plan of Improving the Course

a. Studying labor market needs.
b. Be informed of the experiences of other countries in the field of -----.
c. Be informed of research work published in national and international journals in the field of -----.