

## Course Description

### Course Description

This course description provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the student to achieve, demonstrating whether he/she has made the most of the available learning opportunities. They must be match to the description of the programe.

1. Educational Institution	Shatt Al-Arab University
2. Scientific Department / Center	College of Management and Economics / Oil and Gas Management and Marketing
3. Course name/code	Principles of management / <b>MMOG1103</b>
4. Available forms of attendance	Lecture
5. Semester/Year	First stage/first semester
6. Number of study hours (total)	200
7. Date of preparation of this description	1 – 9 - 2024
8. <b>Course Objectives:</b>  1. Providing students with the most important principles and fundamentals of management. 2. Providing students with how to manage organizations. 3. Providing graduates with knowledge of the management function. 4. Developing and enhancing administrative skills in the field of management (planning, organizing, directing, and controlling). 5. Providing graduates with creative teaching and learning skills.	

### 9. Course Outcomes and Teaching Methods, Learning and Evaluation

A- Cognitive objectives.

A1- Enabling the student to acquire knowledge of management principles.

A2- Introducing the student to how to develop and enhance their own knowledge.

A3- Enabling the student to acquire knowledge in the art of planning, directing, controlling, and leadership.

A4- Enabling the student to develop their skills in a dynamic work environment.

A5- Enabling the student to utilize their academic abilities in organizational management.

A6- Enabling the student to acquire knowledge in how to solve various work problems.

B - Program Skills Objectives:

B1 - Academic Skills

B2 - Leadership Skills

B3 - Skills in the Challenges of Administrative Work

**Teaching and learning methods**

1- Use lectures prepared in advance by the instructor

2- Use modern projectors

3- Homework

4- Divide students into groups for discussion

**Evaluation Methods**

1- Oral exams

2- Monthly exams

3- Daily exams

4- Student attendance and commitment to the schedule- Daily attendance.

C. Thinking Skills

C1- Achieving ethical goals

C2- Ensuring adherence to university norms

C3- Ensuring adherence to university instructions and ministry regulations

C4- Developing the student's personal capabilities in all educational fields and interacting well with others

**Teaching and learning methods**

- 1- Lectures on university education
- 2- Educational guidance lectures
- 3- Continuous guidance
- 4- Visits to public and private institutions
- 5- Presentation of practical cases

**Evaluation Methods**

- 1- Daily exams
- 2- Lecture discussion and adherence to high morals and values
- 3- Participation grades
- 4- Monthly and semester evaluations

d. General and qualifying skills transferred (other skills related to employability and personal development).

D1- To enable the student to acquire the skill and art of management.

D2- To enable the student to use creative thinking methods in management.

D3- To enable the student to use modern methods of analysis and deduction.

D4- To enable the student to plan and think strategically in the management of production and service organizations.

## 10. Course Structure

<b>Al , Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Name of the unit and/or subject</b>	<b>Method of education</b>	<b>Evaluation Method</b>
1	6	The student understands the material	The nature of management, the development of its thought, and its environment.	Theoretical lectures Case study Discussion	Oral exams and questions
2	6	The student understands the material	Duties of the manager; management is both a science and an art.	Theoretical lectures Case study Discussion	Oral exams and questions
3	6	The student understands the material	The traditional (classical) school	Theoretical lectures Case study Discussion	Oral exams and questions
4	6	The student understands the material	The humanistic school	Theoretical lectures Case study Discussion	Oral exams and questions
5	6	The student understands the material	The contemporary school (trends)	Theoretical lectures Case study Discussion	Oral exams and questions
6	6	The student understands the material	Management and its environment	Theoretical lectures Case study Discussion	Oral exams and questions
7	6	The student understands the material	Midterm exam	Theoretical lectures Case study Discussion	Oral exams and questions

8	6	The student understands the material	Exploring the boundaries of the organization	Theoretical lectures Case study Discussion	Oral exams and questions
9	6	The student understands the material	Organizational objectives	Theoretical lectures Case study Discussion	Oral exams and questions
10	6	The student understands the material	Strategic planning	Theoretical lectures Case study Discussion	Oral exams and questions
11	6	The student understands the material	The nature of the operational plan	Theoretical lectures Case study Discussion	Oral exams and questions
12	6	The student understands the material	The planning process and its types	Theoretical lectures Case study Discussion	Oral exams and questions
13	6	The student understands the material	Organizing the planning function	Theoretical lectures Case study Discussion	Oral exams and questions
14	6	The student understands the material	Introductions to planning and situational planning	Theoretical lectures Case study Discussion	Oral exams and questions

15	6	The student understands the material	Planning obstacles and how to address them	Theoretical lectures Case study Discussion	Oral exams and questions
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12. Infrastructure	
1 Required textbook	Administration and Business Dr. Saleh Mahdi Dr. Taher Al-Ghalbi
2 Key references (sources)	
a. Recommended books and references (scientific journals, reports,.... )	Al-Rafidain Journal Journal of Shatt al-Arab College of Administrative Sciences Management science journal
b. Electronic references, websites ....	<b>springer</b> .

13-Course improvement Plan
1- Studying labor market needs 2- Reviewing countries' experiences in the field of management 3- Reviewing what is written in national and international scientific journals in the field of management



Subject Instructor  
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