

وزارة التعليم العالي والبحث العلمي
جهاز الإشراف والتقويم العلمي
قسم ضمان الجودة والاعتماد الأكاديمي

استمارة وصف البرنامج الأكاديمي للكليات والمعاهد للعام الدراسي 2025-2026

الجامعة : جامعة شط العرب

الكلية /المعهد : كلية الادارة والاقتصاد

القسم العلمي : ادارة الاعمال

تاريخ ملء الملف : 2025/9/1

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اسم المعاون العلمي : د. علاء عبد الوهاب حسون

التاريخ : 2025/9/1

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التاريخ : 2025/9/1

دقق الملف من قبل

شعبة ضمان الجودة والأداء الجامعي

اسم مدير شعبة ضمان الجودة والأداء الجامعي : م م وفاء سعيد حسن

التاريخ : 2025/9/1

التوقيع

التوقيع : الأستاذ الدكتور محمد عبود طاهر الخلقوم

جامعة شط العرب
مصادقة السيد عميد الكلية



م.م وفاء سعيد حسن

Ministry of Higher Education and Scientific Research

Supervision and Scientific Evaluation Body

Quality Assurance and Academic Accreditation Office

Course Description Sample

Subject: contract management

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

Contract Management Course Description

University	Shatt Al-Arab University
College	College of Administration and Economics / Basra
Department	Business Administration
Stage	Fourth Year
Lecturer	Asst. Prof. Dr. Khalil Ibrahim Issa
Academic Degree	PhD in Business Administration

Course Objectives

- Introduce students to the concepts related to the practices of contract management.
- Develop students' intellectual capabilities in theoretical, practical, and applied aspects of contract management.
- Develop scientific awareness contributing to teaching students and working in contractual fields.
- Introduce students to government and non-government contract concepts and types.

Learning Outcomes

(A) Cognitive Objectives

1. Understand theoretical concepts of managing government and non-government contracts.
2. Learn how to deal with other parties in contract management.
3. Develop the ability to prepare plans and programs for contractual work.
4. Introduce students to the concepts of administrative contracts and decision-making processes.

(B) Skill Objectives Related to the Program:

1. Train students through field visits to learn the concepts of this function.
2. Develop students' mental abilities to recognize contract management tasks.
3. Explain the role of government contracts and how tenders are granted.
4. Teach students about improving and increasing the service capacity in contractual work.

Methods of Teaching and Learning

- Lectures and intensive exercises with various theoretical and quantitative visual aids.
- Using visual aids covering theoretical and applied aspects.
- Teaching students new methods of dealing with tenders and how

Methods of Evaluation

- | |
|---------------------------------|
| a. Oral tests |
| b. Monthly tests |
| c. Daily quizzes |
| d. Students' Regular Attendance |

Assessment Methods

Oral Exams: 5%
 Monthly Exams: 25%
 Daily Exams: 5%
 Attendance: 5%
 Final Exam: 60%

Weekly Schedule

Week	No of Hours	Required Learning Output	Title of Subject	Teaching Method	Evaluation
1	2	understanding the material	Concept of Administrative Contract and the distinction between Administrative and Civil Contracts.	- lectures - case study -discussions	- oral tests -questions
2	2	understanding the material	Pillars and Elements of the Administrative Contract.	- lectures - case study -discussions	- oral tests -questions
3	2	understanding the material	Types of Administrative Contracts (Public Utilities Concession Contract, Public Works Contract, Supply Contract).	- lectures - case study -discussions	- oral tests -questions
4	2	understanding the material	Concept, Importance, and Forms of BOT Contracts.	- lectures - case study -discussions	- lectures - case study -discussions

5	2	understanding the material	Selecting the Contracting Administration – General and Limited Tenders.	- lectures - case study -discussions	- lectures - case study -discussions
6	2	understanding the material	General Tender by Technical Qualification – Two-stage Tender – Direct Invitation.	- lectures - case study -discussions	- lectures - case study -discussions
7	2	understanding the material	Direct Contracting, Direct Purchase, and dealing with Certified Manufacturers.	- lectures - case study -discussions	- lectures - case study - discussions
8	2	understanding the material	Procurement Committees and Public Auctions.	- lectures - case study -discussions	- lectures - case study -discussions
9	2	understanding the material	Midterm Exam.	- lectures - case study -discussions	- lectures - case study -discussions
10	2	understanding the material	Insurance, Penalties, Bid Committees, and Bid Analysis.	- lectures - case study -discussions	- lectures - case study -discussions
11	2	understanding the material	Administration Authorities over Contractors – Oversight of Contract Execution – Sanctions – Contract Amendments.	- lectures - case study -discussions	- lectures - case study -discussions

12	2	understanding the material	Rights of the Contractor with the Administration – Financial Compensation – Financial Balance of the Contract.	- lectures - case study -discussions	- lectures - case study -discussions
13	2	understanding the material	End of the Administrative Contract – Normal and Exceptional Causes.	- lectures - case study -discussions	- lectures - case study -discussions
14	2	understanding the material	Dispute Resolution and National & International Arbitration.	- lectures - case study -discussions	- lectures - case study -discussions
15	2	understanding the material	Final Exam.	- lectures - case study -discussions	- lectures - case study -discussions

د. زين العابدين
رئيس قسم ادارة الاعمال

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مدرس المادة
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