وصف البرنامج الأكاديمي

قسم إدارة الأعمال

DESCRIPTION OF THE ACADEMIC PROGRAM
DEPARTMENT OF BUSINESS ADMINISTRATION

University Name: Al-Muthanna University...

College/Institute: College Of Management And Economics...

Scientific Department: Department Of Business Administration...

Name Of The Academic Or Professional Program: Bachelor's Degree...
Business Administration...

Name Of Final Degree: Bachelor Of Business Administration.

Academic System: Semester

Description Preparation Date: February 2024
Date Of Filling The File: 2/28/2024

The Signature   :   The Signature   :
Name Of Department Head: **Name Of Scientific Assistant:**
 Doctor: **Assistant Professor Doctor:**
 ALI SAUD BISHEEN   **AQEEL DAKEL KAREEM**
 The Date: 28-2-2024   **The Date:** 28-2-2024

The file was audited by the Quality Assurance and University Performance Division
Name of the person responsible for the Quality Assurance and University Performance
Division: Assistant Professor, Doctor. WAAD HADY ABED

The Date: 28-2-2024

The Signature :
Authentication Of The Dean
Assistant Professor Doctor
KAMAL AL HASANY

1- Program Vision

The program provides a vision in the science of business administration and auditing at a high level of educational quality and its continuous development in line with technical developments and advanced educational systems in accordance with international education standards and global developments. And qualifying graduates with the necessary knowledge and skills in the field of business administration and auditing who are able to bear responsibility for the burdens of the profession as administrators in various business sectors based on the needs of labor market. Creating a scientific, research and intellectual atmosphere in the scientific department by encouraging research, studies, scientific sessions and graduation projects.

2- Program Message

Study in the business administration provides its graduate students with a reasonable knowledge base in the field of human resource management, marketing management. Financial management, strategic management, through a set of basic and assistance courses that students receive throughout the four years of study, which qualifies them to practice the profession of business administration function in various economic units and also enables them to have the appropriate awareness in dealing with the human resources developing and maintaining them.

3- Program Objectives

A- Introducing the most important concepts in various administrative and economic sciences.
B- Presentation of curricula items in accordance with the decisions approved by the sectorial authority.
C- Presenting the teaching method during the semester and the vocabulary of each subject.
D- Conducting innovative methods in teaching administrative subjects.

4-Programmatic Accreditation

The standards for colleges of administration and economics were recently launched, as there is a time limit for obtaining program accreditation during the next year.

6- Program Structure

Important Notes*	Percentage	Study unit	Number of courses	Program structure
Optional or auxiliary	50%	10	5	Enterprise requirements
-	–	–	–	College requirements
Basic	40%	141	57	Department requirements
Basic	10%	2	1	summer training
-	–	–	–	Other

*Notes May Include Whether The Course Is Core Or Elective.

7- Program Description

Credit Hours		Name Of The Course Or Course	Course Or Course Code	Year/Level
Practical	Theoretical			
	3	Principles of Business Administration 1	1101	First/Course 1
	3	Principles of economics 1	1102	
	3	Principles of Accounting 1	1103	
	3	Mathematics for business management	1104	
	2	Reading in management	1105	
	2	Arabic language	1106	
1	2	Computer 1	1107	
	2	English language 1	1108	First/Course2
	3	Principles of Business Administration 2	1109	
	3	Principles of economics 2	11010	
	3	Principles of Accounting 2	11011	
	3	Statistics for business management	11012	
	2	Business Correspondence for business	11013	

	2	Human rights and freedoms	11014	
1	2	Computer /2	11015	
	3	Market research	1201	Second/course 1
	3	Human Resources Management	1202	
	3	Organization theory	1203	
	2	Intermediate Accounting 1	1204	
	3	Commercial law	1205	
	2	Materials and stores management	1206	
1	2	Office administrative applications using computers 1	1207	
	2	Baath crimes in Iraq	1208	
	2	E-Commerce	1209	Second/course 2
	2	Market research	12010	
	2	Organizational Behavior	12011	
	2	Supply management	12012	
	2	Intermediate Accounting 2	12013	
	2	Intellectual Capital Management	12014	
1	2	Office administrative applications using computers 2	12015	
	2	English language 2	12016	
	3	Financial management 1	1301	Third/Course 1
	3	Strategic Management	1302	
	3	Banks management	1303	
	3	Cost Accounting 1	1304	
1	2	Quantitative applications for business management using computers	1305	
	2	Project management	1306	
	2	Business economics	1307	
	3	Financial management 2	1308	Third/Course 2
	3	Strategic Thinking	1309	
	3	Risk and insurance management	13010	
1	2	Operations Research	13011	
	3	Cost Accounting 2	13012	
1	2	Project management using	13013	
	2	Business economics	13014	
	2	English language 3	13015	
	3	Production and operations management	1401	Fourth/Course 1
	3	International Business Administration	1402	

	3	Management information system and information technology	1403	
	2	Research methodologies and ethics	1404	
	2	Government contracts management	1405	
	2	Risk Management	1406	
	3	Quality Management	1407	Fourth/Course 2
	3	Knowledge management	1408	
	2	Corporate governance	1409	
	1	Graduation Research Project	14010	
	2	Nogotiation management	14011	
	3	Investment portfolio management	14012	
	2	English language 3	14013	

8-The Expected Learning Outcomes Of The Program.

Knowledge

Statement of learning outcomes	Learning Outcomes
1. The student's ability to analyze. 2. The student's understanding of the scientific material. 3. Preparing the student to classify the content of scientific material and compare the problems of that profession in light of the multiplicity of concepts, theories, methods and principles. 4. Activating classroom participation for students. 5- Urging students to attend seminars and conferences that discuss	1. Students must be familiar with all academic subjects in the Business administration.
	2. Introducing all scientific topics in the Business administration.
	3. A presentation of the most important findings of Business administration and other administrative and economic sciences.
	4. Creating a knowledge base that links scientific gains to Business administration.
	5. Finding new ways to deliver Business administration scientific material.
	6. Breaking the barrier of fear of scientific material and forming groups that have the ability to deliver and discuss scientific topics with students.
	7. Adopting systematic thinking methods that are compatible with the content of the Business administration material.

Skills

Statement of learning outcomes	Learning Outcomes
1. The student's ability to analyze. 2. The student's understanding of the scientific material. 3. Preparing the student to classify the content of scientific material and compare the problems of that	1- Self-skills to learn to work in the field of the administration profession.
	2-Solving the problems facing the administration profession.
	3- Focusing on the most important skills achieved by Business administration in the industrial environment and in all work

	environments.
profession in light of the multiplicity of concepts, theories, methods and principles. **4. Activating classroom participation for students.** **5. Urging students to attend seminars and conferences that discuss Business administration topics.**	**4- Skills to recognize the most important findings of Business administration across all eras.**

Value

Statement of learning outcomes	Learning Outcomes
1. The student's ability to analyze.	**1 - The ability to analyze and deduce knowledge.**
2. The student's understanding of the scientific material.	**2 - Cognitive comparison between the versatility of uses in Business administration science.**
3. Preparing the student to classify the content of scientific material and compare the problems of that profession in light of the multiplicity of concepts, theories, methods and principles.	**3 - Developing participation in scientific information and the ability to link that information to what is modern and scientific.**
4. Activating classroom participation for students.	**4- Personal skills to learn to work in the field of the administration profession.**
5. Urging students to attend seminars and conferences that discuss Business administration topics.	

9−Teaching And Learning Strategies

1- Familiarity with the field of learning and teaching strategies, scientific research methods and applications.
2-Reviewing scientific research and studies published in scientific research.
3-Comparing the course with the courses of scientific departments in other universities.
4- Learn about the development of modern research techniques and compare them with old methods.

10-Evaluation Methods

1. Written And Oral Tests..
2. Evaluation questions during the lecture.
3. Discussion.
4. Objective analysis.
5. Participation.
6. Brainstorming.

11-The Teaching Staff.							
Faculty Members							
Preparing The Teaching Staff		**Special Requirements /Skills (If Any)**		**Specialization**		**Scientific Rank**	
lecturer	**On staff**			**Specialization**	**General specialization**		
-	angel	-	-	**Financial Management**	**Business Administration**	**Dr. . Prof.Assist Saad Majeed Al-Janabi**	**.1**
-	angel	-	-	**Strategic Management**	**Business Administration**	**Assist.Prof.Dr.Sal am Jassim Hmood**	**.2**
-	angel	-	-	**Organization And Theory Organizational Behavior**	**Business Administration**	**Assist.Prof.Dr.Ka mal Kadhim Al-Hassani**	**.3**
-	angel	-	-	**Organization And Theory Organizational Behavior**	**Business Administration**	**Assist.Prof.Dr. Ali Isam Latief**	**.4**
-	angel	-	-	**Applied Statistics**	**Statistics**	**Assist.Prof.Dr Meshal Harbi Odah**	**.5**
-	angel	-	-	**Financial Accounting**	**Accounting**	**Assist.Prof Ali Nadhem .Abdulameer**	**.6**
-	angel	-	-	**Human Resource Management**	**Business Administration**	**Dr. Ali Saud Bisheen**	**.7**
-	angel	-	-	**Human Resource Management**	**Business Administration**	**Dr.Haider Mohammed Jasim**	**.8**
-	angel	-	-	**Quality Management**	**Business Administration**	**Dr.Hussein Adnan Essa Alallaq**	**.9**
-	angel	-	-	**Production And Operations Management**	**Business Administration**	**Dr. Jasim Mohammed Karem**	**.10**
-	angel	-	-	**Organization And Theory Organizational Behavior**	**Business Administration**	**Ali Abd Al Razaq Alaboody**	**.11**

-	angel	-	-	General Administration	Business Administration	Adnan Rahim Nour Ali	12.
-	angel	-	-	Human Resource Management	Business Administration	Roaa Abdul Kareem Sahib	13.
-	angel	-	-	Financial Management	Business Administration	Dr. Abbas Abdel Khader bdullah Al Shaalan	14.
-	angel	-	-	Computer	Computer	Kalid Mahdi Salih	15.
-	angel	-	-	Computer	Computer	Ali Manji Naji	16.
-	angel	-	-	Cost Accounting	Accounting	Amer Mansour Hassoun	17.
-	angel	-	-	International Management	Business Administration	Mohammed Hamed Albander	18.
-	angel	-	-	Financial Accounting	Accounting	Ali Lateef Ayyed	19.
-	angel	-	-	Business Economics	Economy	Muhammad Fadel Yasser	20.
-	angel	-	-	Human Resource Management	Business Administration	Muhammad Shehab Muhammad	21.

Professional development
Orienting New Faculty Members

1. Giving lectures.

2. Participation in exams.

3. Supervising students.

Professional Development For Faculty Members

Development Mechanism:

1. Methodical books prescribed by the Ministry.

2. Department, college and university library.

3. Scientific periodicals of the college and other universities recognized by the Ministry.

4. International Information Network.

5. Opening postgraduate studies.

6. Seminars and conferences.

12-Acceptance standard

1- Graduate of scientific and literary preparatory school.

2- Central admission system.

3- Distribution among scientific departments is within the authority of the college.

13-The Most Important Sources Of Information About The Program	
1. Ministry directives.	
2. Corresponding Iraqi, Arab and foreign universities and colleges.	
3. Scientific Department Guide.	
4. Labor market requirements.	
5. Students' attitudes and desires.	

14- Program development plan

1. Student development (a teaching program for student development, such as using the Internet, using technological information - IT).   2. Developing the student's academic personality, capable of competition, dialogue, and problem solving.   3. Forming a future vision for the future development of the student.

Program Skills Chart

Learning Outcomes Required From The Programmer												Basic Or optional	Course Name	Course Code	Year/level
Value				Skills				Knowledge							
4C	3C	2C	1C	4B	3B	2B	1B	A4	A3	A2	A1				
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Principles of business administration 1	1101	The first
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Principles of economics 1	1102	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Accounting principles 1	1103	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Mathematics for business administration	1104	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Administrative readings	1105	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Arabic language	1106	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Computer 1	1107	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	English language 1	1108	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Principles of business administration 2	1109	second
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Principles of economics 2	11010	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Accounting principles 2	11011	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Statistics for business administration	11012	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Commercial letters	11013	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Rights and freedoms	11014	

✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓				
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Computer 2	11015	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Marketing Management	1201	second
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Human Resource Management	1202	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Organization theory	1203	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Intermediate accounting 1	1204	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Commercial law	1205	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Material and warehouse management	1206	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Office administrative applications using computers	1207	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Baath crimes	1208	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	E-Commerce	1209	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Marketing research	12010	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	organizational behavior	12011	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Supply management	12012	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Intermediate accounting 2	12013	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Intellectual capital management	12014	

✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Advanced administrative office computer applications 2	12015	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	English language 2	12016	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Financial management 1	1301	**Third**
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Strategic management	1302	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Bank management	1303	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Cost accounting 1	1304	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Quantitative applications for computerized business management	1305	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	project management	1306	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Business economics	1307	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Financial management 2	1308	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Strategic thinking	1309	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Insurance management	13010	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Business Operations Research	13011	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Cost accounting 2	13012	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Computer project management applications	13013	

✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Feasibility studies	13014	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	English language 3	13015	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Production and operations management	1401	Fourth
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	International Business Adminstration	1402	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Management information technology	1403	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	Methods and ethics of scientific research	1404	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Government contracts management	1405	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Risk Management	1406	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Quality Management	1407	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	knowledge management	1408	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Corporate governance	1409	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Graduation research project	14010	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Negotiation management	14011	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Basic	Investment portfolio management	14012	
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Assistant	English language 4	14013	

* Please check the boxes corresponding to the individual learning outcomes of the subject progra •