

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



# **Academic Program and Course**

## **Introduction:**

The educational program is a coordinated and organized package of courses that include procedures and experiences organized in the form of academic vocabulary whose main purpose is to build and refine the skills of graduates, making them qualified to meet the requirements of the labor market, which is reviewed and evaluated annually through internal or external audit procedures and programs such as the external examiner program.

The description of the academic program provides a brief summary of the main features of the program and its courses, indicating the skills that are being worked on to acquire for students based on the objectives of the academic program, and the importance of this description is evident because it represents the cornerstone in obtaining program accreditation and is written jointly by the teaching staff under the supervision of the scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the vocabulary and paragraphs of the previous guide in light of the developments and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the description of the academic program circulated according to the letter of the Department of Studies T 3/2906 on 3/5/2023 regarding the programs that adopt the Bologna track as the basis for their work.

In this regard, we can only emphasize the importance of writing a description of academic programs and courses to ensure the proper functioning of the educational process.

### **Concepts and terminology:**

**Academic Program Description:** The description of the academic program provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

**Course Description:** Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the student to achieve, proving whether he has made the most of the available learning opportunities. It is derived from the description of the program.

**Program Vision:** An ambitious picture for the future of the academic program to be a sophisticated, inspiring, stimulating, realistic and applicable program.

**Program Mission:** Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

**Program Objectives:** They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

**Curriculum Structure:** All courses / subjects included in the academic program according to the approved learning system (semester, yearly, Bologna track) whether it is a requirement (ministry, university, college and scientific department) with the number of study units.

**Learning Outcomes:** **A** compatible set of knowledge, skills and values acquired by the student after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

**Teaching and learning strategies:** They are the strategies used by the faculty member to develop the student's teaching and learning, and they are plans that are followed to reach the learning goals. That is, describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Ministry of Higher Education and Scientific Research  
Scientific Supervision and Evaluation Authority  
Department of Quality Assurance and Academic Accreditation

## Academic Program Description Form for Colleges For the academic year 2023 – 2024

University : Southern Technical University  
Faculty : Technical Institute of Architecture  
Department : Materials Management Techniques  
File filling date: 2023/2024

Head of Department :

Dr. Majed Jaseb Abdullah

Date: 27/3/2024

Signature: 

Assistant Dean for Scientific Affairs:

Suhad Jassim Khalifa

Date: 27/3/2024

Signature: 

Check the file before

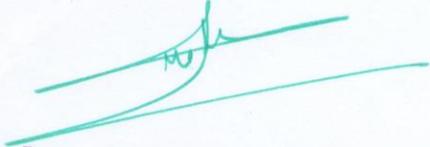
Department of Quality Assurance and University Performance

Director of Quality Assurance and University Performance

Department: *najlaa Kadhem*

Date: *27/3/2024*

Signature: 

  
Endorsement of the Dean

### 1. Program Vision

- 1- Work to update curricula and vocabulary continuously to keep pace with development and changes to serve the community in all its obedience.
- 2- Upgrading the scientific level of the students graduating from the department and providing them with basic skills in the field of materials management using modern technologies and systems.
- 3- Work to raise the scientific level of the staff working in the government and private sectors through the establishment of training courses and consultations.

### 2. Program Mission

- 1- Graduating cadres in the field of materials management, both procurement and warehouse management, who are able to perform their job tasks in different sectors
- 2- Contribute to the strengthening of society and provide it with a generation of educated young people in which modern scientific and practical concepts have been instilled with inspiration from the ancient cultural heritage of our dear country.

### 3. Program Objectives

The department aims to prepare qualified technical staff to practice activities related to purchasing, storage, marketing and supply management (logistics) in state institutions and the private sector.

### 4. Program Accreditation

There isn't any

### 5. Other external influences

- 1- Application + research projects + continuous workshops for students
- 2- Also, external influences contribute to solving many dilemmas related to approved studies
- 3- The needs of the labor market, the quality of graduates and the support of students' skills

6. Program Structure				
Reviews*	Percentage	Unit of study	Number of Courses	Program Structure
Specialty+ assistant	51% 49%	52 Count 51 Count	16First Phase 16Second stage	Requirements of the institution
		For two months for the first phase		Summer Training
				Other

\* Notes may include whether the course is basic or elective.

7. Program Description				
Credit Hours		Course Name	Course or Course Code	Year/Level
practical	theoretical			
2	2	Inventory Techniques/1		2022/2023 First stage Chapter One
2	2	Procurement Management		
1	2	Risk Management/1		
1	2	Specialized Readings English/1		
1	2	Principles of Management/1		
2	1	Principles of Accounting/1		
2	1	Statistics/1		
0	2	Human Rights and Democracy		
0	2			
<b>11</b>	<b>14</b>			
2	2	Inventory Techniques/2		2022/2023 First stage Chapter Two
2	2	Materials Management		
1	2	Risk Management/2		

1	2	Specialized Readings English/2		
1	2	Principles of Management/2		
2	1	Principles of Accounting/2		
2	1	Statistics /2		
0	2	English Language		
13	14			<b>Total</b>
2	2	Inventory Planning and Control/1		2022/2023 Second stage Chapter One
2	2	Operations Management/1		
2	2	Marketing Management/1		
2	2	Inventory Accounting/1		
1	2	Business correspondence/1		
2	1	Warehouse Systems Applications/1		
2	0	Computer		
2	0	Research Project		
15	11			<b>Total</b>
2	2	Inventory Planning and Control/2		2022/2023 Second stage Chapter Two
2	2	Operations Management/2		
2	2	Marketing Management/2		
2	2	Inventory Accounting/2		
1	2	Business correspondence/2		
2	1	Warehouse Systems Applications/2		
2	0	English Language		
2	0	Research Project		
15	11			<b>Total</b>

Number of hours for the two years = 48  
 Percent age of theoretical hours = 47%  
 Total graduation units for the two years = 103  
 Number of working hours for the two years = 55  
 Percent age of working hours = 53%

8. Expected learning outcomes of the program	
<b>Knowledge</b>	
	A - Introducing the student to the basic concepts of storage control B- Enabling the student to use scientific methods to control storage C – Providing the student with practical skills to work in warehouses D – Consolidation of learning outcomes for the Department of Materials Management Techniques E - Preparing cadres capable of transferring information, skills and ways of thinking to the labor market
<b>Skills</b>	
	(b) Carrying out record-keeping in various government departments and the private sector. B2 – Application of various warehouse systems. B3- Maintaining the maintenance of inventory records and their permanence. B4- Using ready-made materials management applications.
<b>Values</b>	
	A1- Involving the graduate in the labor market and spreading the spirit of honest competition. C2- Competition among the students of the stage for the purpose of completing higher university studies. C3- The ability to analyze, deduce and practice professional ethics in all circumstances. C4- Working under pressure, adopting equality and justice, and working as a member of the same team.

9. Teaching and Learning Strategies
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic that will be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy depends on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge resources in order to accomplish the required.</p>

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

- 1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information
- 2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law
- 3- Conclusion Teachers can reinforce this strategy by asking deductive questions after each lecture.

**10. Evaluation methods**

Written and oral tests, attendance and electronic, daily, quarterly and final exams, in addition to daily exams, writing reports, discussing experiments and analyzing results.

**11. Faculty****Faculty Members**

Preparation of the teaching staff		Special Requirements/Skills (if applicable)	Specialization		Academic Rank
lecturer	angel		special	year	
	staff		sportsman	Count	Dr. Majed Jaseb Abdullah
	Staff		costs	accounting	Dr. Majeed Musa Hamid
	Staff		Applied	mathematics	Dr. Jihad Kazem Muhammad
	Staff		mathematics	Teaching methods	Naeem Nakhi Odeh
	Staff		Organizational behavior	Business Administration	Salem Haidar Rasan
	staff		Futuristic	Business Administration	Jumaa Naim Khalif
lecturer			law	law	Karer Baraq Taleb

lecturer				<b>Business Administration</b>	<b>Business Administration</b>	<b>Muhammad Hammadi Jaber</b>
lecturer				<b>Business Administration</b>	<b>Business Administration</b>	<b>Murtada Tohme Sultan</b>
lecturer				<b>Operations Management</b>	<b>Business Administration</b>	<b>Ali Hassan Ghaji</b>
lecturer				<b>marketing</b>	<b>Business Administration</b>	<b>Muslim Hassan Hammoud</b>
lecturer				<b>accounting</b>	<b>accounting</b>	<b>Mustafa Majeed Hamid</b>

<b>Professional Development</b>
<b>Mentoring new faculty members</b>
<p>1- Holding workshops, seminars and seminars for developments in the field of accounting techniques.</p> <p>2- Involve them in courses to develop administrative skills, time management and smart skills.</p> <p>3- Keeping up with and following up the implementation of the government program and entry.</p>
<b>Professional development of faculty members</b>
<p>The focus in the Department of Materials Management Techniques in general is on continuous improvement, as the department always seeks to improve the scientific and administrative process and overcome all difficulties and obstacles that hinder the educational program through the development of human resources to develop personal and professional.</p> <p>The following procedures illustrate the steps implemented or in the process of being implemented in this area:</p> <p>D1. Continuous improvement and development of faculty members through training programs and workshops inside and outside the department, university and country.</p> <p>D2. Increasing extra-curricular activities such as holding conferences, scientific seminars, personal and sports creations locally, regionally and internationally.</p> <p>D3. Encouraging faculty members to obtain the highest scientific and administrative ranks through promotions.</p> <p>D4. Providing modern scientific sources and books for the department's library to keep pace with continuous progress.</p>

<b>12. Acceptance Criterion</b>
<p>1- Acceptance rates obtained by students in vocational preparatory school.</p> <p>2- The institute's exams for the department and the student's desire.</p> <p>3- Examination of the fitness and mental and mental ability of the student.</p> <p>4- Central admission issued by the Ministry of Higher Education</p>

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

- The curriculum approved by the Ministry of Higher Education and Scientific Research and its guides.
- Decisions and recommendations of the scientific committees at the Southern Technical University.
- Courses in teaching methods.
- SAR self-assessment report for previous years.
- Course descriptions.
- Courses in civil society organizations.
- Conferences, seminars, workshops and seminars.
- Relevant state institutions.
- Internet research for similar experiments.
- Personal experiences
- Labour market needs

### 14. Program Development Plan

- 1- Adding materials that keep pace with the change and development in materials management techniques.
- 2- Deleting and creating old materials while retaining the basics and their permanence .
- 3 - Stimulate and encourage scientific and practical visits to laboratories, operating companies and government departments.
- 4- Developing curricula to keep pace with the times, technology and globalization.
- 5- Updating study materials according to the needs of the labor market.
- 6- Using and developing laboratories efficiently.

Program Skills Outline															
Please tick the boxes corresponding to the individual learning outcomes from the program under evaluation.															
Learning outcomes required from the program															
Values				Skills				Knowledge				fundamental Or optional	Course Name	Course Code	Year/Level
C4	C3	C2	C1	B4	B3	B2	B1	A4	A3	A2	A1				
√	√	√	√	√	√	√	√		√	√	√	Specialized	Inventory Techniques		The first
√	√	√	√	√	√	√	√	√	√	√	√	Specialized	Procurement Management		
√	√	√	√	√	√	√	√		√	√	√	Specialized	Risk Management		
√	√	√	√	√	√	√	√	√	√	√	√	Specialized	Specialized English Readings		
√	√	√	√		√		√	√	√	√	√	Help	Principles of Management		
√	√	√	√		√		√	√	√	√	√	Help	Principles of Accounting		
√	√	√	√		√		√	√	√	√	√	Help	Statistics		

√	√	√	√		√		√	√	√	√	√	Help	Human Rights and Democracy		The second
√	√	√	√		√		√	√	√	√	√	Help	English Language		
√	√	√	√	√	√	√			√	√	√	Specialized	Inventory Planning and Control		
√	√	√	√	√	√	√	√	√	√	√	√	Specialized	Operations Management		
√	√			√	√	√	√	√	√	√	√	Specialized	Marketing Management		
√		√	√		√	√	√		√	√	√	Belongs to the will	Inventory Accounting		
√		√	√			√		√	√	√	√	General	English Language		
√		√	√		√	√	√		√	√	√	Specialized	Research Project		

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

## Subjects for the first grade - first semester

### Course Description Form

1. Course: Inventory Techniques/1	
2. Course Code:	
3. Semester/Year: <b>Semester</b>	
Quarterly	
4. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
5. Available Forms of Attendance:	
Presence + Electronic + Built-in	
6. Number of Credit Hours (Total) / Number of Units (Total):	
60 hours / 4 units	
7. Course administrator's name (if more than one name)	
Name: Eng. Musallam Hassan Hammoud	
8. Course Objectives	
<p><b>General Objective:</b> Introduce the student to the basic concepts of warehouse management and enable him to identify how to perform warehouse operations and procedures</p> <p>Organizing the documentary cycle, identifying the function of the warehouse building, using storage equipment, transportation and handling equipment, and ways to maintain inventory</p> <p><b>Special Objective:</b> Enable the student to use scientific methods Introduce the student to the basic concepts of warehouse management and enable him to identify how to perform warehouse operations and procedures, organize the documentary cycle, identify the function of the warehouse building, use storage equipment, transport and handling equipment, and ways to maintain inventory</p>	
9. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.</p>	<p><b>Strategy</b></p>

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

**Course Structure:****Inventory Planning and Control/1**

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	Lecture and laboratory	Inventory Definition / Warehouse Management / Concept of Storage Process in the Facility		4	1 – 2
		Warehouse Management Jobs /The Importance of the Financial and Productive Warehousing Function		4	3
		Inventory Procedures / Examination / Concept / Importance / Inspection Responsibility / Inspection Procedures		4	4
		Receipt / Concept / Systems / Procedures / Centralization and Decentralization of Receipt		4	5
		Preservation of materials / its importance / stock protection / prevention precautions / safety and security for workers and warehouse materials inside the warehouses		4 4	6
		Simplification and profiling of materials / Differentiation of materials / Objectives and methods of characterization / Characterization procedures and requirements / Tab concept / Objectives / Tabulation methods		4 4	7-8-9

		/ Factors affecting the tab			
		Coding concept / importance / coding principles / integration of tabulation and coding / material guide and steps to prepare it		4	10 - 11
		Inventory documentary cycle / objectives / types of documents and records - the concept of inventory / importance / inventory responsibility / types of inventory / inventory committees / settlement of inventory differences and methods of concealment of deficiency / damage to materials / treatment of damaged materials and storage of damaged materials.		4 4	12 - 13
		The concept of ecology, ecology and its development - the ecosystem and its components.		4	14 - 15

**Course  
Description  
Form**

1. Course: Procurement Department/1

2. Course Code:

3. Semester/Year: **Semester**

Quarterly

4. Date of preparation of this description: 15/10/2023

This description was prepared by the Scientific Committee in the Department of Materials Management Techniques

5. Available Forms of Attendance:

Presence + Electronic + Built-in

6. Number of Credit Hours (Total) / Number of Units (Total):

60 hours / 4 units

7. Course administrator's name (if more than one name)

Name: Eng. Mohammed Hammadi Jaber

8. Course Objectives

Introducing the student to the correct scientific and technical concepts and methods in material management and their importance in the flow of materials for the requesting parties of all kinds, and how to achieve the economic return of the organization

**Special Objective:** Introducing the student to the correct practical and technical concepts and methods in material management and their importance in the flow of materials for the requesting parties of all kinds, and how to achieve the economic return of the organization

## 9. Teaching and Learning Strategies

### - Education Strategies:

Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:

1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

### - Learning Strategies:

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

### Strategy

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	Introduction to Materials Management/Concept and What Materials Management Is/The Importance of Materials Management/Materials Management Objectives		<b>4</b>	<b>1</b>
		General introduction to the procurement function / the concept and importance of the procurement function / Objectives and motives of the procurement function		<b>4</b>	<b>2</b>
		The various tasks of the procurement department / need verification / need description / selection of supply sources / price study / procurement management responsibilities		<b>4</b>	<b>4,3</b>
		Purchasing policies (centralized, decentralized and combined)/Procurement policy with the right quality/Quality determination methods/Quality by trade name/Quality by sample/ Quality by ranks/ Buying at the right price/Right time/Appropriate quantity/(using quantitative methods)		<b>4</b>	<b>9,8,7,6,5</b>
		The relationship of procurement management with warehouse management, storage policies and relationship with other departments		<b>4</b>	<b>10</b>
		Purchasing strategies / concept / importance / factors affecting consumer purchasing behavior (cultural, social, personal, economic, political and legal factors)		<b>4</b>	<b>12,11</b>
		Purchase strategy as needed / comparison strategy / storage strategy / exchange strategy / speculative strategy.		<b>4</b>	<b>14,13</b>
		Selection of sources of supply / the importance of appropriate selection / stages of choosing appropriate procurement sources		<b>4</b>	<b>15</b>

**Course Description Form**

1. Course: Risk Management/1

2. Course Code:

3. Semester/Year: <b>Semester</b>	
Quarterly	
4. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
5. Available Forms of Attendance:	
Presence + Electronic + Built-in	
6. Number of Credit Hours (Total) / Number of Units (Total):	
45 hours / 3 units	
7. Course administrator's name (if more than one name)	
Name: Eng. Mortada Tohme Sultan	
8. Course Objectives	
<p>The student can understand and apply the rules and principles of insurance on the warehouse work and face the various risks in his warehouse work and choose and use the documents that serve the facility in obtaining insurance cover that reduces the negative effects of the risks achieved.</p>	
<p><b>Special Objective:</b> Providing the student with practical skills in the field of understanding and applying the rules and principles of insurance on the warehouse work and facing the various risks in his warehouse work and selects and uses the documents that serve the facility in obtaining insurance cover that reduces the negative effects of the risks achieved.</p>	
9. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.</p> <p><b>-Learning Strategies:</b></p> <p>They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:</p> <p>1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information</p>	<p><b>Strategy</b></p>

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Course Structure:

Marketing Management/1

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	Insurance risk - technical and legal qualities - divisions - risk management Risk Management Activities - Stages of the Risk Management Process		<b>3</b>	<b>1</b>
		Ways to cope with danger Factors affecting the plan Risk Addressing Key Factors in Risk Management Process		<b>3</b>	<b>2</b>
		Risk Manager Jobs - Preventing and Minimizing Losses in Stores		<b>3</b>	<b>3</b>

	<p>Insurance contract - its parties - their obligations - its elements - its characteristics</p> <p>Economic benefits and functions of insurance - basic principles in insurance:</p> <ul style="list-style-type: none"> <li>➤ The principle of good faith (importance, continuity, commitment of both parties to it)</li> <li>➤ Emerging circumstances (concept - conditions)</li> <li>➤ The principle of the insurance interest (definition, sources, transmission, limits, results of its absence) <ul style="list-style-type: none"> <li>➤ The principle of compensation (definition, limits, conditions, types, calculation in different insurance cases, lost loss)</li> </ul> </li> <li>➤ The principle of solutions (types - pillars - limits - causes - objectives - consequences - impossibility)</li> <li>➤ The principle of participation (concept - conditions - applications in different insurance cases)</li> <li>➤ The principle of direct cause (concept - importance - cases)</li> </ul>		<b>3</b>	<b>4-5-6</b>
	<p>Securing warehouses from the risk of fire</p> <p>Fire (insurance concept, pillars, sources, causes, effects, cases that are not considered fire, factors affecting warehouse fires)</p>		<b>3</b>	<b>7</b>
	<p>Prevention of the dangers of warehouse fires</p> <p>Application for insurance on the warehouse from the risk of fire - insurance application form, its contents</p>		<b>3</b>	<b>8</b>
	<p>- Inspection of the warehouse (benefits, who makes the disclosure, its types, steps to detect compensation for the burned store, disclosure report)</p>		<b>3</b>	<b>9</b>
	<p>-Pricing, installment calculation, discounts and discounts</p>		<b>3</b>	<b>10</b>
	<p>Fire risk insurance policy (sections, conditions, exclusions)</p> <p>Appendices and endorsements, amendment, renewal, cancellation</p>		<b>3</b>	<b>11</b>

		and termination			
		Other types of fire insurance policies -Replacement document -Value document -First tranche document - Monthly declaration document (concept, calculation of the installment)		3 4	12
		Factors that determine the choice of the type of policy when insuring the store from fire (insurance amount, type of store, warehouse capacity, warehouse components, warehouse method)		3	13
		Securing the warehouse from additional risks - Reasons for excluding some notifications, the basis for their re-inclusion - Types of additional hazards (chemical, social, natural, sporadic hazards)		3	14
		Marine insurance for imported goods - its importance to the Iraqi market -Factors of its development in the Iraqi market		3	15

**Course Description**

**Form**

1. Course Title: Specialized Readings English
2. Course Code:
3. Semester/Year: <b>Semester</b> Quarterly
4. Date of preparation of this description: 15/10/2023 This description was prepared by the Scientific Committee in the Department of Materials Management Techniques
5. Available Forms of Attendance: Presence + Electronic + Built-in
6. Number of Credit Hours (Total) / Number of Units (Total): 60 hours / 4 units
7. Course administrator's name (if more than one name) Name: Translator Amani Sattar Jabbar
8. Course Objectives The subject is aimed at improving the facilities of students in the field of materials management and the other approximate knowledge's.

he subject is aimed at improving the facilities of students in the field of materials management and the other approximate knowledge's.

### 9. Teaching and Learning Strategies

**- Education Strategies:**

Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:

- 1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.
- 2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture
- 3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.
- 4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**- Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

- 1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information
- 2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law
- 3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

**Strategy**

Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral and written tests	Lecture and laboratory	Material management		3-3-3	1,2,3
		Communication		3	4
		Kinds , levels , directions and importance of communications		3-3	5,6
		Management (General look)		3-3	7,8
		Statistics in business		3-3-3	9,10,11
		Warehouse – Insurance		3-3	12,13
		Marketing		3-3	14,15

### Course Description Form

Course: Principles of Management/1	
1. Course Code:	
2. Semester/Year: <b>Semester</b>	
Quarterly	
3. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
4. Available Forms of Attendance:	
Presence + Electronic + Built-in	
5. Number of Credit Hours (Total) / Number of Units (Total):	
45 hours / 3 units	
6. Course administrator's name (if more than one name)	
Name: Eng. Juma Naeem Khalif	
7. Course Objectives	
Definition of the student The student acquires basic concepts related to the principles and activities of business administration and their applications in different business organizations.	
<b>Special Objective:</b> The student acquires basic concepts related to the principles and activities of business management and their applications in different business organizations.	
8. Teaching and Learning Strategies	
- <b>Education Strategies:</b> Education strategies are the methods and methods followed by the professor in communicating the educational	<b>Strategy</b>

goals of students, and the following are some of the teaching strategies:

1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	The nature of business administration and the tasks of the manager: - the nature of management - the definition of management and the manager - the entrances to the study of management - the challenges facing contemporary management - the relationship of management with other sciences		<b>4</b>	<b>1</b>
		Tasks of the manager: patterns of administrative behavior - administrative skills - sources of administrative skills - roles of the manager		<b>4</b>	<b>2-3-4</b>
		The development of administrative thought: - the traditional school (classical) - the school of scientific management - the school of administrative divisions - the bureaucratic school - the common features of the sub-schools within the framework of the traditional school		<b>4</b>	<b>5-6</b>
		The humanistic school: - the study of Horthon Walton May - the study of Volt - the study of Chester Bernard - the theory of y and xof Douglas McMaker		<b>4</b>	<b>7-8</b>
		School of Contemporary Trends: - Open Systems Theory - (The Concept of the System - Organization Components as a System - Subsystems) - Quantitative Management - Japanese Management (Theory - William Auggie) - Situational Management		<b>4</b>	<b>9-10-11</b>
		Administration and its environment: - components of the public environment - components of the private environment		<b>4</b>	<b>12</b>
		Planning function: - Nature of planning - types of plans - Planning responsibility - Planning obstacles - Addressing planning obstacles			
		Decision making: - The concept of decision-making - types of decisions - decision-making patterns			<b>15</b>

**Course Description Form**

1. Course: Principles of Accounting/1

2. Course Code:	
3. Semester/Year: <b>Semester</b> Quarterly	
4. Date of preparation of this description: 15/10/2023 This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
5. Available Forms of Attendance: Presence + Electronic + Built-in	
6. Number of Credit Hours (Total) / Number of Units (Total): 45 hours / 3 units	
7. Course administrator's name (if more than one name) Name: Eng . Mustafa Majeed Hameed	
8. Course Objectives	
<b><u>General Objective:</u> The course aims to provide the student with the foundations and rules of accounting as well as accounting records and documents of all kinds.</b>	
<b><u>Special Objective:</u> Students keep accounting records and extract financial results from them.</b>	
9. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.</p> <p><b>-Learning Strategies:</b></p> <p>They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:</p> <p>1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information</p> <p>2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law</p> <p>3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.</p>	<b>Strategy</b>

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<b>Course Structure:</b>					
<b>Principles of Accounting / 1</b>					
<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	<b>Accounting – Types of accounting books used. Documents, their types and methods of registration in the books (single entry and double entry).</b>		<b>3</b>	<b>First</b>
		<b>Types of accounting books used – journal – ledger – legal conditions to be met in the books.</b>		<b>3</b>	<b>Second</b>
		<b>How to form capital – the budget as a basis for the theory of double entry – the debit account and the credit account and how to come up with knowledge of each.</b>		<b>3</b>	<b>Third</b>
		<b>Explanation of the general budget vocabulary journal – journal layout – how to register in the journal under the double entry theory.</b>		<b>3</b>	<b>Fourth</b>

	<b>Business processes and how to prove them in accounting/cash books</b>		<b>3</b>	<b>V</b>
	<b>Business operations and how to prove them in the accounting books / bank</b>		<b>3</b>	<b>Sixth</b>
	<b>Business processes and how to prove them in accounting books. / Goods</b>		<b>3</b>	<b>Seventh</b>
	<b>Expenses and their types (revenue and capital expenses and how to distinguish between them)</b>		<b>3</b>	<b>Eighth</b>
	<b>Loans and their types of debit and creditors and various cases – payment of interest on loans.</b>		<b>3</b>	<b>Ninth</b>
	<b>Trial Balance – Trial Balance Planning – Types of Trial Balance</b>		<b>3</b>	<b>X</b>
	<b>Trial balance in balances – trial balance in totals) how to prepare each of them – examples.</b>		<b>3</b>	<b>Eleventh</b>
	<b>Merchant Operations with the Bank – Deposit (Fixed</b>		<b>3</b>	<b>Twelfth</b>

		<b>Deposits)</b>			
		<b>Definition of cheque – types of checks (issued checks and incoming checks) – endorsement of checks – sending checks to the bank for collection.</b>		<b>3</b>	<b>Thirteenth</b>
		<b>Discount – Discount Types</b>		<b>3</b>	<b>Fourteenth</b>
		<b>Single and Compound Commercial Discount – Cash Discount</b>		<b>3</b>	<b>Fifteenth</b>

### Course Description Form

1. Course: Statistics/1
2. Course Code:
3. Semester/Year: <b>Semester</b>

Quarterly	
4. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
5. Available Forms of Attendance: Presence + Electronic + Built-in	
6. Number of Credit Hours (Total) / Number of Units (Total): 45 hrs / 3 units	
7. Course administrator's name (if more than one name) Name: Translator : Dr. Jihad Kazem	
8. Course Objectives	
Introducing the student to the importance of statistics and the stages of statistical methods, starting from data collection and statistical analysis, and the importance of using various statistical programs , and introducing him to statistical methods and methods and their applications in different fields of material management topics that the student studies	
<b>Special Objective:</b> To introduce the student to the importance of statistics and the stages of statistical methods, starting from data collection and statistical analysis, and the importance of using various statistical programs , and introducing him to statistical methods and methods and their applications in different fields of material management topics studied by the student.	
9. Teaching and Learning Strategies	
<p><b>-Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.</p> <p><b>-Learning Strategies:</b></p> <p>They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:</p> <p>1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information</p> <p>2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law</p>	<b>Strategy</b>

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Course Structure:

Business Correspondence English/1

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	Statistics - its definition - its relationship with other sciences - the scientific method of research - data collection, data classification - data presentation - data analysis.		3 3	<b>1</b>
		Data sources - methods of obtaining data - comprehensive registration - samples - questionnaires - conditions - procedure.		3 3	<b>2</b>
		View data distribution Tabular view of data - frequency distribution - double frequency distribution		3	<b>3</b>
		Graphical display of unclassified data - Graph		3	<b>4</b>

		<ul style="list-style-type: none"> <li>- Graphic Bars</li> <li>- Graph Circle</li> <li>- Graph rectangle</li> </ul>			
		Graphical display of classified data <ul style="list-style-type: none"> <li>- Histogram</li> <li>- Frequency curve</li> <li>- Iterative polygon</li> <li>- Aggregator frequency ascending and descending</li> </ul>	3 3	5	
		Practical application on the computer using the statistical program SPSS	3	6	
		Central tendency measures: arithmetic mean - mode - median - relationship between averages - applied to the computer using the statistical program SPSS .	3 3	9,8,7	
		Dispersion scales: range - standard deviation and variance - coefficient of variation - standard score - practical application on the computer using the statistical program SPSS	3 3	12,11,10	
		Simple linear correlation : understandable - the method of its theoretical calculation. - Practical application on the computer using the statistical program SPSS	3	14,13	
		Rank correlation: Spearman's rank correlation coefficient	3 3	15	

**Course  
Descri  
ption  
Form**

1. Course Title: Computer Fundamentals /1
2. Course Code:
3. Semester/Year: <b>Semester</b>
Quarterly
4. Date of preparation of this description: 15/10/2023
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques
5. Available Forms of Attendance:
Presence + Electronic + Built-in
6. Number of Credit Hours (Total) / Number of Units (Total):
30 hours / 2 units
7. Course administrator's name (if more than one name)
Name: Eng. Nahla Qasim Ghadeer

## 8. Course Objectives

Teaching the student the skills of working on the computer and the use of its ready-made applications and the principles of the Internet in the field of specialization.

**Special Objective:** Teaching the student the skills of working on the computer and the use of its ready-made applications and the principles of the Internet in the field of specialization.

## 9. Teaching and Learning Strategies

### - Education Strategies:

Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:

1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

### - Learning Strategies:

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

### Strategy

Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral and written tests	Lecture and laboratory	Computer components - Introduction to the computer / computer system / information technology / types of computers / input units / central processing unit / output units / main memory and its types / storage of data in memory / factors affecting computer performance.		2	1
		Software - Definition of software and its types/systems software: operating systems / programming languages and programming systems / application software.		2	2
		WINDOWS - INTRODUCTION TO WINDOWS / ITS FEATURES / DEVICE OPERATION / DEVICE SHUTDOWN / MOUSE USE / WINDOWS SCREEN COMPONENTS : TASKBAR: ICONS: TYPES (STANDARD AND GENERAL) Control panel - Control Panel / Desktop Control / Screen Saver / Window Colors and Fonts / Screen Settings / Adjust Screen Colors / Modify Time and Date / Volume / Change Between Mouse Sounds / Double Click Speed Control / Change Mouse Pointer / Install and uninstall programs. Start Menu Minimize and maximize window/end close/temporary closure/move window/capacity control		2	3  4  5
		Window/Ways to run applications and programs. Arrange START menu items/delete START menu items/Add START list submenu/Add new button to START menu. Basic System Information/Stop Unwanted Applications WINDOW FINDER WONDOWS EXPLORER /MY COMPUTER ICON /MY COMPUTER WINDOW PARTS. Recycle Bin ( Delete, Recover and Unload Bin ) / MY DOCUMENT		2	6    7

		icon		
		<p><b>FOLDERS AND FILES FILE &amp; FOLDER</b></p> <p>Define files and folders / Select files and folders / File properties / Define folders / Create files and folders / Copy file or folder / Search for file and folder / Create a shortcut icon for the application or file.</p> <p><b>ACCESSORIES</b></p> <p>Calculator/Notepad/WordPad/Use memo to edit and create file Painter/Screen Components/Create Drawings/Select Front and Background Colors/Choose Brush Font Size/Select and Select Drawing Tool/Save Drawing/Make Drawing Desktop Background/End Paint</p> <p><b>MEDIA PLAYER AMUSEMENT SOFTWARE</b></p>	<b>2</b>	<b>8</b> <b>9</b> <b>10</b> <b>11</b>
		<p>Computer ethics - viruses / reason for naming / definition / ways of spreading the virus / symptoms of infection with the virus / methods of protection / types of viruses Computer Crimes / Theft / Hackers</p>	<b>2</b>	<b>12</b> <b>13</b>
		<p><b>MICROSOFT WORD WORD PROCESSOR</b></p> <p><b>WORD PROCESSOR FEATURES</b></p> <p>/ RUNNING THE WORD / THE BASIC ELEMENTS OF THE WORD WINDOW / THE LANGUAGE FLIP / PARAGRAPH DEFINITION / MERGING AND SPLITTING THE PARAGRAPH / SELECTING (SHADING) THE TEXT.</p> <p><b>OFFICE KEY</b></p> <p><b>NEW/OPEN INVENTORY</b></p> <p><b>FILE/CLOSE DOCUMENT/SAVE NEW DOCUMENT/SAVE PRE-EXISTING DOCUMENT/PRINT PREVIEW/CLOSE DOCUMENT/EXITWORD.</b></p> <p><b>( HOME )</b></p> <p>Clipboard: Cut / Copy / Paste / Copy Formatting.</p>	<b>2</b>	<b>14</b> <b>15</b>

## Subjects for the second grade - first semester

### Course Description Form

10. Course: Inventory Planning and Control/1	
11. Course Code:	
12. Semester/Year: <b>Semester</b>	
Quarterly	
13. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
14. Available Forms of Attendance:	
Presence + Electronic + Built-in	
15. Number of Credit Hours (Total) / Number of Units (Total):	
60 hours / 4 units	
16. Course administrator's name (if more than one name)	
Name: Eng. Juma Naeem Khalif	
17. Course Objectives	
<b>General Objective:</b> Introduce the student to the basic concepts of storage control	
<b>Special Objective:</b> Enable the student to use scientific methods to control the storage.	
18. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.</p>	<p><b>Strategy</b></p>

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

**Course Structure:****Inventory Planning and Control/1**

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	Lecture and laboratory	The concept and importance of inventory.		4	First
		Material Storage Strategies		4	Second
		The concept and importance of controlling storage		4	Third
		Storage costs		4	Fourth
		Quantitative methods of storage control for regular consumption cases		4 4	V Sixth
		Economic Order Quantity System		4 4	Seventh Eighth
		Cost Annual quantity of inventory		4	Ninth
		Quality & Storage Systems		4 4	X Eleventh
		Quality and inspection costs		4	Twelfth
		Storage Levels		4	Thirteenth
		Storage control for irregular consumption cases		4	Fourteenth

	Economic Order Quantity System		4	Fifteenth
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### Course Description Form

10. Course: Production Process Management/1	
11. Course Code:	
12. Semester/Year: <b>Semester</b> Quarterly	
13. Date of preparation of this description: 15/10/2023 This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
14. Available Forms of Attendance: Presence + Electronic + Built-in	
15. Number of Credit Hours (Total) / Number of Units (Total): 60 hours / 4 units	
16. Course administrator's name (if more than one name) Name: Dr. Majed Jaseb Abdullah	
17. Course Objectives Providing the student with theoretical skills in managing operations in industrial establishments in the field of planning, organizing and controlling industrial processes and using quantitative methods in making decisions related to various aspects of productive work activity in business organizations. <b>Special Objective:</b> Providing the student with practical skills in managing operations in industrial facilities in the field of planning, organizing and controlling industrial processes and using quantitative methods in making decisions related to various aspects of productive work activity in business organizations.	
18. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to</p>	<b>Strategy</b>

learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Course Structure:

Operations Management/1

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
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<b>d</b>					
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	Production management and production processes . The basic functions of operations management and their relationship with other departments		<b>4</b>	<b>First</b>
		Operations Management Organizational Structure		<b>4</b>	<b>Second</b>
		Operations Strategy, Operations Management and Systems Approach – Productivity, Effective Efficiency		<b>4</b>	<b>Third</b>
		Economic feasibility study of the project , basic considerations in evaluating the industrial project		<b>4</b>	<b>Fourth</b>
		Choosing the location of the industrial project and the factors affecting it		<b>4</b>	<b>V</b>
		Determining the production capacity of the industrial project		<b>4</b>	<b>Sixth</b>
		Financial Calendar of the Industrial Project		<b>4</b>	<b>Seventh</b>
		Methods of means of production, internal arrangement of the factory and its buildings		<b>4</b>	<b>Eighth</b>
		Market and commodity study		<b>4</b>	<b>Ninth</b>
		Demand forecasting using statistical methods		<b>4</b>	<b>Tenth</b>
				<b>4</b>	<b>Eleventh</b>
		Production Planning , Linear Programming and Production Planning		<b>4</b>	<b>Twelfth</b>
		Transport and material handling - transport management in industrial facilities, methods used to solve transportation problems - resource allocation, methods used to solve allocation problems		<b>4</b>	<b>and thirteenth</b>
				<b>4</b>	<b>fourteenth</b>
		Knowledge of renewable energy sources and their applications and identification of environmental problems resulting from the use of traditional fuels		<b>4</b>	<b>Fifteenth</b>

## Course Description Form

10. Course Title: Marketing Management/1	
11. Course Code:	
12. Semester/Year: <b>Semester</b>	
Quarterly	
13. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
14. Available Forms of Attendance:	
Presence + Electronic + Built-in	
15. Number of Credit Hours (Total) / Number of Units (Total):	
60 hours / 4 units	
16. Course administrator's name (if more than one name)	
Name: Eng. Salem Haider Rasan	
17. Course Objectives	
<p>Providing the student with knowledge and skills in the field of marketing activities and enabling him to familiarize himself with the foundations, principles and methods of marketing products in terms of pricing, distributing and promoting them, how to activate sales and raise consumer motivations for the purpose of purchasing, and identifying strategic requirements and controlling them in organizations</p>	
<p><b>Special Objective:</b> Providing the student with practical skills in the field of marketing activities and enabling him to familiarize himself with the foundations, principles and methods of marketing products in terms of pricing, distributing and promoting them, how to activate sales and raise consumer motivations for the purpose of purchasing, and identifying and controlling strategic requirements in organizations</p>	
18. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge</p>	<p><b>Strategy</b></p>

sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Course Structure:

Marketing Management/1

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	A holistic view of the concept of marketing		<b>4</b>	<b>First</b>
		The concept of the marketing mix and its elements - product - price - place - promotion)		<b>4</b>	<b>Second</b>

ry	Marketing Environment – Internal Environment – External Environment	4	Third
	Consumer behavior - purchase decisions - factors affecting the purchase decision - types of purchase decisions - decision making steps - and purchase motives	4	Fourth
	Market segmentation - market concept - types of markets - choosing the market target - the foundations of market division - sales forecasting	4	V
	The product - what is meant by the product - the product mix - product classifications - the life cycle of products - the steps of commodity innovation - the mental status of products, the development of goods - the reasons for the failure of new goods - the reasons for the development of new goods - the components of the commodity - the useful life of the commodity.	4	Sixth
	Packaging – Packaging Concept – Effective Packaging Standards – Product Identification – Excellence	4	Seventh
	Distribution and distribution channels - the concept of the distribution channel - types of distribution channels - activities of distribution channels - factors affecting the distribution channel - vertical and horizontal integration	4	Eighth
	Wholesale trade - the concept of marketing facilities - the activities of marketing establishments - the classification of wholesale trade.	4	Ninth
	Singular trade - the nature and importance of the singular trade - huge stores - retail trade without stores - new features in the singular trade	4 4	Tenth Eleventh
	Physical distribution - physical distribution activities - transportation - control of storage - material handling - ordering procedures	4	Twelfth
	A holistic view of the concept of marketing	4 4	and thirteenth fourteenth
	The concept of the marketing mix and its elements - product - price -	4	Fifteenth

		place - promotion)			nth
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### Course Description Form

10. Course: Inventory Accounting/1	
11. Course Code:	
12. Semester/Year: <b>Semester</b>	
Quarterly	
13. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
14. Available Forms of Attendance:	
Presence + Electronic + Built-in	
15. Number of Credit Hours (Total) / Number of Units (Total):	
60 hours / 4 units	
16. Course administrator's name (if more than one name)	
Name: Assoc. Prof. Dr. Majeed Mousa Hamid	
17. Course Objectives	
Providing the student with knowledge and skills in the field of studying specialized accounting methods in their applied fields to control the movement of materials within the stores in terms of quantity and value and provide the necessary information for inventory planning	
<b>Special Objective:</b> Providing the student with practical skills in the field of studying specialized accounting methods in their applied fields to control the movement of materials within the warehouses in terms of quantity and value and provide the necessary information for inventory planning	
18. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are</p>	<p><b>Strategy</b></p>

assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Course Structure:					
Inventory Accounting/1					
Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral and written tests	Lecture and	Basic concepts in warehouse accounting / warehouse accounts procedures in the control of warehouse materials / the		4	First

<b>laboratory</b>	relationship of warehouse accounts with other departments in the organization (can be replaced by forms or fees aimed at simplifying and facilitating information while maintaining its general content)			
	Procurement cycle and procurement procedures / local procurement / accounting treatment of local procurement		4	<b>Second</b>
	Foreign Procurement (Documentary Credit) / Definition of Documentary Credits / Accounting Treatment of Documentary Credits / General Conditions of Documentary Credits / Obligations / Responsibilities Arising from the Establishment of Credit		4	<b>Third</b>
	Documents related to credits (insurance policies - shipping documents - commercial lists - other documents) / practical procedures for opening credit / credit insurances and expenses for opening credit Insurance fees for credit.		4	<b>Fourth</b>
	Correspondents' currencies, telegram and telex fees, credit extension expenses, guarantee fees and interest / closing documentary credit/ closing goods by shipping		4	<b>V</b>
	Goods received in improper condition / damaged / loss / units in violation of specifications / entities that bear damage and loss and violation of specifications / accounting treatment of damage and loss and units		4	<b>Sixth</b>
	Accounting treatment of units that violate specifications		4	<b>Seventh</b>
	Common expenses / purchase commission / exchange commission / postage expenses , And telephone / insurance expenses / customs duties / floor expenses / transportation expenses.		4	<b>Eighth</b>
	Distribution of common expenses		4	<b>Ninth</b>
	Warehouse Documents and Records / Warehouse Receipt Documents / Warehouse Issue Document / Material Return Document / Materials Transfer Document / Warehouse Register / Warehouse Teacher Record		4 4	<b>Tenth Eleventh</b>

	Outgoing Inventory Materials / Methods of Pricing Issued Materials / Pricing Based on Actual Cost The method of incoming first disbursement first		4	Twelfth
	The method of the incoming finally is spent first		4 4	and thirteenth fourteenth
	Pricing method based on estimated cost / comparison between inventory accounting systems in business organizations		4	Fifteenth

### Course Description Form

9. Course: Warehouse Systems Applications/1
10. Course Code:
11. Semester/Year: <b>Semester</b>
Quarterly
12. Date of preparation of this description: 15/10/2023
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques
13. Available Forms of Attendance:
Presence + Electronic + Built-in
14. Number of Credit Hours (Total) / Number of Units (Total):
45 hours / 3 units
15. Course administrator's name (if more than one name)
Name: Eng. Salem Haider Rasan
16. Course Objectives
Introducing the student to the importance of applying warehouse systems and modern software applied in production projects and large warehouses and how to use them in warehouse operations, and providing the student with knowledge of how to use ready-made technical applications in managing, planning and controlling warehouse operations and providing him with work skills on such applications.
<b>Special Objective:</b> Providing the student with practical skills in the field of applying warehouse systems and modern software applied in production projects and large warehouses and how to use them in warehouse operations, and providing the student with knowledge of how to use ready-made technical applications in the management, planning and control of warehouse operations and

providing him with the skills to work on such applications.

## 17. Teaching and Learning Strategies

### - Education Strategies:

Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:

1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

### -Learning Strategies:

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

### Strategy

Course Structure:

Warehouse Systems Applications/1

Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral and written tests	Lecture and laboratory	Introduction to Management Information Systems(MIS) System components, system characteristics, types of systems, importance of systems		4	1-3
		Learn about warehouse information systems and accounting		4	4-5
		Identify the related programs (Al-Amin) and Quick books , Advantages of using the program, program work plan, program preparation steps		4	6-7
		Configure the default company (or organization) settings electronically, company naming, currency settings, inventory settings, and other accountants).		4	8-10
		How to set up the chart of accounts manual, the definition of the directory, the role of the accountant before entering the accounts in the directory, types of accounts, balances.		4	11-13
		Accounting cycle steps	14-15	4	14-15

### Course Description Form

10. Course: Business Correspondence English/1
11. Course Code:
12. Semester/Year: <b>Semester</b>
Quarterly
13. Date of preparation of this description: 15/10/2023

This description was prepared by the Scientific Committee in the Department of Materials Management Techniques

**14. Available Forms of Attendance:**

Presence + Electronic + Built-in

**15. Number of Credit Hours (Total) / Number of Units (Total):**

45 hrs / 3 units

**16. Course administrator's name (if more than one name)**

Name: Translator : Amani Sattar Fahad

**17. Course Objectives**

Providing the student with knowledge and skills in the field of principles and concepts of commercial correspondence from request letters, inquiries, offers and complaints

**Special Objective:** Providing the student with practical skills in the field of principles and concepts of commercial correspondence from request letters, inquiries, offers and complaints

**18. Teaching and Learning Strategies**

**- Education Strategies:**

Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:

1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

**Strategy**

**Course Structure:**

Business Correspondence English/1

Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral and written tests	Lecture and laboratory	Communication and Correspondence: Definitions, the importance of types of letters, Characteristics of business letter.		3 3	1-2
		A letter of Enquiry: Definition, opening and ending statements in enquiry		3 3	3-4
		How to write an enquiry		3	5
		Quotation: terms of writing quotation		3	6
		A Letter of offer : How to write a letter of Reply to an enquiry offer		3 3	7-8
		A letter of rejection of offer : how to write a letter of rejection of offer		3	9
		A letter of Demand : definition, types		3 3	10-11
		Terms of payment and Terms of delivery		3 3	12-13
		The different styles of writing business letters		3	14
		The invoice: Definition, importance, types, how to write an invoice		3 3	15

### Course Description Form

10. Course Title: English
11. Course Code:
12. Semester/Year: <b>Semester</b>
Quarterly
13. Date of preparation of this description: 15/10/2023
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques
14. Available Forms of Attendance:
Presence + Electronic + Built-in
15. Number of Credit Hours (Total) / Number of Units (Total):

30 hours / 2 units

16. Course administrator's name (if more than one name)

Name: Translator : Aqeel Hanoune Mikhilf

17. Course Objectives

Providing the student with knowledge and skills in the field of principles and concepts of the basic principles of the English language from letters, pronouns, tenses and verb conjugations

**Special Objective:** Providing the student with practical skills in the field of principles and concepts of the basic principles of the English language from letters, pronouns, tenses and verb conjugations

18. Teaching and Learning Strategies

**- Education Strategies:**

Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:

1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

**Strategy**

Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral and written tests	Lecture and laboratory	Unit one :hello Am/are/is, my/your This is with practice in work		2	1
		Unit two :your worldHe/she /they, his/her /Questions		2	2
		Unit three: all about		2	3
		Unit four :family and friendsPossessive adjectivesPossessive's Has/have / Adjective+ noun		2	4
		Unit Five : the way I livePresent simple I/you /we /they A and an /Adjective + noun		2	5
		Unit six : every dayPresent simple he,she/ Questions and negatives /Adverbs of frequency		2	6
		Unit seven :my favorites / Question words /Pronouns /This and that		2	7
		Unit eight :where I live /There is ,are... /Prepositions		2	8
		Unit nine :times past / Was ,were born / Past simple - irregular verbs		2	9

	Unit ten: we had a great time! / Past simple -regular & irregular /Question /Negatives /Ago		2	10
	Unit eleven:Can /can't / AdverbsRequests		2	11
	Unit twelve: please and thank you/ I'd like... Some and anyLike and would like and thank you		2	12
	Unit thirteen: here and nowPresent continuousPresent simple & present continuous		2	13
	Unit fourteen: it's time to go!/ Future plans /Revision writing email and informant letter		2 2	14 and 15

### Course Description Form

1. Course: Research Methodology
2. Course Code:
3. Semester/Year: <b>Semester</b> Quarterly
4. Date of preparation of this description: 15/10/2023 This description was prepared by the Scientific Committee in the Department of Materials Management Techniques
5. Available Forms of Attendance: Presence + Electronic + Built-in
6. Number of Credit Hours (Total) / Number of Units (Total): 30 hours / 2 units
7. Course administrator's name (if more than one name) Name: Translator : Mr. Naim Monkhi Odeh
8. Course Objectives Providing the student with knowledge and skills on how to address problems in the manner of scientific research. <b>Specific Objective:</b> Write a research paper on an administrative problem.
9. Teaching and Learning Strategies

	<b>Strategy</b>
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.</p> <p><b>-Learning Strategies:</b></p> <p>They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:</p> <p>1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information</p> <p>2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law</p> <p>3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.</p>	

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests and discuss the research</b>	<b>Lecture and laboratory</b>	<b>Scientific research methods. The concept of the curriculum. Define it linguistically and idiomatically. Curriculum science. Its importance, its origin.</b>		<b>2</b>	<b>First</b>
		<b>The most important curricula. Inferential method. Experimental method.</b>		<b>2</b>	<b>Second</b>
		<b>Dialectical approach. Descriptive approach.</b>		<b>2</b>	<b>Third</b>
		<b>Comparative method. Historical method.</b>		<b>2</b>	<b>Fourth and fifth</b>
		<b>The concept of scientific research: language and idiomatically. Elements of scientific research. Characteristics of scientific research.</b>		<b>2</b>	<b>Sixth and seventh</b>
		<b>Types of scientific research. Scientific research tools.</b>		<b>2</b>	<b>Eighth</b>
		<b>Stages of preparing scientific research. The stage of choosing the topic. The stage of searching for documents. The stage of reading and thinking.</b>		<b>2</b>	<b>Ninth and tenth</b>
		<b>The stage of dividing the subject. The stage of collecting information. Writing Phase</b>		<b>2</b>	<b>Eleventh</b>
		<b>Parts of scientific research . Title. Introduction. Research stem.</b>		<b>2</b>	<b>Twelfth and thirteenth</b>
		<b>The end. Research Appendices. Index.</b>		<b>2</b>	<b>Fourteenth</b>
		<b>Application as a classroom and non-</b>		<b>2</b>	<b>Fifteenth</b>

		<b>classroom activity for everything that the student has learned in the above.</b>			<b>nth</b>

## Subjects for the second grade - second semester

### Course Description Form

19. Course: Inventory Planning and Control/2	
20. Course Code:	
21. Semester/Year: <b>Semester</b>	
Quarterly	
22. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
23. Available Forms of Attendance:	
Presence + Electronic + Built-in	
24. Number of Credit Hours (Total) / Number of Units (Total):	
60 hours / 4 units	
25. Course administrator's name (if more than one name)	
Name: Eng. Juma Naeem Khalif	
26. Course Objectives	
<b>General Objective:</b> Introduce the student to the basic concepts of storage control	
<b>Special Objective:</b> Enable the student to use scientific methods to control the storage.	
27. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p>	<b>Strategy</b>

<p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.</p> <p><b>-Learning Strategies:</b></p> <p>They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:</p> <p>1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information</p> <p>2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law</p> <p>3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.</p>
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Course Structure:					
Inventory Planning and Control/2					
Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral and written tests	Lecture and laboratory	Use statistical distributions to control storage in case of variable consumption		4	1
		Reserve storage to counter supply fluctuations		4	2
		Reserve storage to face waiting period fluctuations		4	3
		Determination of reserve storage using probability model		4	4-5
		Material Requirements Planning (MRP) System		4 4	6-7-8
		Time Limit System (JIT )		4 4	9-10
		Spare parts control		4	11
		Control of production residues and residues		4 4	12
		Cash Budget		4	13 14
		Using the automated system to		4	15

		control storage			
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### Course Description Form

19. Course: Production Process Management/2	
20. Course Code:	
21. Semester/Year: <b>Semester</b>	
Quarterly	
22. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
23. Available Forms of Attendance:	
Presence + Electronic + Built-in	
24. Number of Credit Hours (Total) / Number of Units (Total):	
60 hours / 4 units	
25. Course administrator's name (if more than one name)	
Name: Dr. Majed Jaseb Abdullah	
26. Course Objectives	
<p>Providing the student with theoretical skills in managing operations in industrial establishments in the field of planning, organizing and controlling industrial processes and using quantitative methods in making decisions related to various aspects of productive work activity in business organizations.</p>	
<p><b>Special Objective:</b> Providing the student with practical skills in managing operations in industrial facilities in the field of planning, organizing and controlling industrial processes and using quantitative methods in making decisions related to various aspects of productive work activity in business organizations.</p>	
27. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge</p>	<p><b>Strategy</b></p>

sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

**Course Structure:**

**Operations Management/2**

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	Critical Path – Concept, Applications		<b>4</b>	<b>1-2</b>
		The concept and importance of quality control - the methods used to control the quality of production		<b>4</b>	<b>3-4</b>

	Quality management, systems and specifications		4	5-6
	Total Quality Management – Basic Tools for Quality Management Comprehensive		4	7-8
	Applications in Total Quality Schemes		4	9
	Maintenance systems, types, maintenance and reliability		4	10-11- 12-13
	Organization and programming of work ( study of work , study of time)		4	14
	General Review		4	15

### Course Description Form

19. Course Title: Marketing Management/2
20. Course Code:
21. Semester/Year: <b>Semester</b> Quarterly
22. Date of preparation of this description: 15/10/2023 This description was prepared by the Scientific Committee in the Department of Materials Management Techniques
23. Available Forms of Attendance: Presence + Electronic + Built-in
24. Number of Credit Hours (Total) / Number of Units (Total): 60 hours / 4 units
25. Course administrator's name (if more than one name) Name: Eng. Salem Haider Rasan
26. Course Objectives
Providing the student with knowledge and skills in the field of marketing activities and enabling him to familiarize himself with the foundations, principles and methods of marketing products in terms of pricing, distributing and promoting them, how to activate sales and raise consumer motivations for the purpose of purchasing, and identifying strategic requirements and controlling them in organizations
<b>Special Objective:</b> Providing the student with practical skills in the field of marketing activities and enabling him to familiarize himself with the foundations, principles and methods of marketing products in terms of pricing, distributing and promoting them, how to activate sales and raise consumer motivations for the purpose of purchasing, and identifying and controlling strategic requirements in organizations

## 27. Teaching and Learning Strategies

### - Education Strategies:

Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:

1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

### - Learning Strategies:

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

### Strategy

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	Marketing Communications (Promotion) - Communication Procedures - Promotional Mix - Factors Affecting the Composition of the Promotional Mix		<b>4</b>	<b>1</b>
		Advertising - the importance of advertising - the objectives of using advertising - means of publishing advertisements - advertising campaigns		<b>4</b>	<b>2</b>
		Sales activation - the nature and use of the concept of sales activation - forms of sales activation - publishing		<b>4</b>	<b>3</b>
		Personal Selling - Concept - Personal Selling Procedures - Sales Force Management		<b>4</b>	<b>4</b>
		Pricing - Pricing objectives - Factors affecting pricing decisions		<b>4</b>	<b>5-6</b>
		Marketing services - the concept of service and its importance - characteristics (forms) of services Conditions associated with the service industry - the marketing mix of the service		<b>4</b>	<b>7</b>
		Marketing Information System and Marketing Research - The concept of marketing information system, benefits from adopting a marketing information system, components of a marketing information system, the concept of marketing research, marketing research design, general classification of marketing research design, steps to conduct marketing research)		<b>4</b>	<b>8-9</b>
		Marketing strategy and control - marketing strategy requirements - marketing strategy procedures - marketing strategy performance evaluation		<b>4</b>	<b>10</b>
		Marketing in non-profit organizations - concept - goals of non-profit organizations / strategy of non-profit organizations		<b>4</b>	<b>11</b>
		Direct marketing - the meaning of direct marketing - characteristics of direct marketing - means of communication		<b>4</b> <b>4</b>	<b>12</b>
		Social and ethical considerations		<b>4</b>	<b>13</b>

		for marketing - the concept of marketing ethics			
		(Green Marketing) (Concept, Green Consumer, Green Marketing Dimensions, Green Marketing Mix, Internal and External Marketing Mix, Results Achieved from Green Marketing)		4	14-15
				4	

### Course Description Form

19. Course: Inventory Accounting/2	
20. Course Code:	
21. Semester/Year: <b>Semester</b>	
Quarterly	
22. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
23. Available Forms of Attendance:	
Presence + Electronic + Built-in	
24. Number of Credit Hours (Total) / Number of Units (Total):	
60 hours / 4 units	
25. Course administrator's name (if more than one name)	
Name: Assoc. Prof. Dr. Majeed Mousa Hamid	
26. Course Objectives	
Providing the student with knowledge and skills in the field of studying specialized accounting methods in their applied fields to control the movement of materials within the stores in terms of quantity and value and provide the necessary information for inventory planning	
<b>Special Objective:</b> Providing the student with practical skills in the field of studying specialized accounting methods in their applied fields to control the movement of materials within the warehouses in terms of quantity and value and provide the necessary information for inventory planning	
27. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the</p>	<b>Strategy</b>

lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Course Structure:

Sad Accounting /2

Evaluati	Learning	Unit or subject name	Required	Hours	The
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on method	method		Learning Outcomes		week
Oral and written tests	Lecture and laboratory	Administrative price method upon receipt		4	1
		Comparison of pricing systems (methods) / detection of analysis of outgoing materials		4	2
		Returned warehouse materials / their concept / pricing of returned materials / original cost method / market price method upon return / re-estimation method Accounting treatment of returned materials.		4	3
		Inventory / Inventory Concept / Types of Inventory / Periodic Inventory / Periodic Inventory Procedures / Continuous Inventory / Advantages of Continuous Inventory / Continuous Inventory Procedures		4	4
		Sudden Inventory/Inventory/Inventory Differences		4	5
		Accounting treatment of inventory differences		4	6
		The bases of estimating the consumed and returned materials to the stores / the inventory turnover rate and its role in controlling the warehouse materials		4	7
		Raw material turnover rate Turnover of goods in progress / turnover of finished goods		4	8
		Unified Accounting System / The concept of the unified accounting system / Objectives of the unified accounting system / Unified Accounting Manual / General rules in preparing the manual		4	9
		Splitting the accounts of the directory / explaining the accounts of the accounting manual		4 4	10
		Accounting treatment of warehouse materials contained in the unified accounting system / double entry theory		4	11
		Following the accrual principle / accounts payable / commodity requirements accounts / local procurement		4 4	12
		External procurement / accounting treatment of materials issued according to the unified accounting		4	13

		system			
		Diaries and records used for inventory in the unified accounting system / procurement journal / outgoing inventory journal			14
		Store Teacher Record			15

### Course Description Form

18. Course: Warehouse Systems Applications/2	
19. Course Code:	
20. Semester/Year: <b>Semester</b>	
Quarterly	
21. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
22. Available Forms of Attendance:	
Presence + Electronic + Built-in	
23. Number of Credit Hours (Total) / Number of Units (Total):	
45 hours / 3 units	
24. Course administrator's name (if more than one name)	
Name: Eng. Salem Haider Rasan	
25. Course Objectives	
<p>Introducing the student to the importance of applying warehouse systems and modern software applied in production projects and large warehouses and how to use them in warehouse operations, and providing the student with knowledge of how to use ready-made technical applications in managing, planning and controlling warehouse operations and providing him with work skills on such applications.</p> <p><b>Special Objective:</b> Providing the student with practical skills in the field of applying warehouse systems and modern software applied in production projects and large warehouses and how to use them in warehouse operations, and providing the student with knowledge of how to use ready-made technical applications in the management, planning and control of warehouse operations and providing him with the skills to work on such applications.</p>	
26. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p>	<p><b>Strategy</b></p>

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Course Structure:

Warehouse Systems Applications/2

Evaluati	Learning	Unit or subject name	Required	Hours	The
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on method	method		Learning Outcomes		week
Oral and written tests	Lecture and laboratory	<ul style="list-style-type: none"> <li>➤ Documents</li> <li>➤ Sales invoice</li> <li>➤ Purchase invoice</li> <li>➤ Cash Receipt voucher</li> <li>➤ Cash payment voucher</li> </ul>		4	1-2
		<p>Methods used in inventory inventory, inventory inventory systems:</p> <ul style="list-style-type: none"> <li>➤ Cycle Inventory System</li> <li>➤ Continuous Inventory System</li> </ul>		4	3
		String code , barcode , scanner , barcode functions		4	4-5
		- Stock items: Inventory Items Inventory classification, how to access inventory and marketing materials		4	6-7
		<p>Customers:</p> <ul style="list-style-type: none"> <li>➤ Sales order</li> <li>➤ Create invoice Creating invoice</li> <li>➤ Customer Collection Receiving payment</li> <li>➤ Sales Returns</li> <li>➤ Lists and reports for customer operations and sales</li> </ul>		4	8-9-10
		<p>Suppliers - vendors:</p> <ul style="list-style-type: none"> <li>➤ The mechanism through which suppliers are dealt with by electronic entry</li> <li>➤ Introducing new suppliers</li> <li>➤ Supplier balance details</li> <li>➤ Vendor Transactions</li> </ul> <p>Purchases:</p> <ul style="list-style-type: none"> <li>➤ Vendor purchase orders</li> <li>➤ Goods arriving from the supplier</li> <li>➤ Vendor tax payments</li> <li>➤ Payments</li> <li>➤ Returns on the supplier</li> </ul>		4	11-12-13 14 15

## Course Description Form

19. Course: Business Correspondence English/2	
20. Course Code:	
21. Semester/Year: <b>Semester</b>	
Quarterly	
22. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
23. Available Forms of Attendance:	
Presence + Electronic + Built-in	
24. Number of Credit Hours (Total) / Number of Units (Total):	
45 hrs / 3 units	
25. Course administrator's name (if more than one name)	
Name: Translator : Amani Sattar Fahad	
26. Course Objectives	
Providing the student with knowledge and skills in the field of principles and concepts of commercial correspondence from request letters, inquiries, offers and complaints	
<b>Special Objective:</b> Providing the student with practical skills in the field of principles and concepts of commercial correspondence from request letters, inquiries, offers and complaints	
27. Teaching and Learning Strategies	
<p><b>- Education Strategies:</b></p> <p>Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:</p> <p>1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas related to the topic at hand.</p> <p>2- <b>Discussion strategy:</b> In this type of education strategy, the professor determines the topic to be discussed in the lecture</p> <p>3- <b>Problem solving strategy:</b> In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.</p> <p>4- <b>Project-based learning strategy:</b> This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.</p> <p><b>-Learning Strategies:</b></p> <p>They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:</p> <p>1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information</p>	<p style="text-align: center;"><b>Strategy</b></p>

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Course Structure:

Business Correspondence English/2

<b>Evaluation method</b>	<b>Learning method</b>	<b>Unit or subject name</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
<b>Oral and written tests</b>	<b>Lecture and laboratory</b>	A letter of Complaints: Definition, reasons, how to write letter of complaints		3 3	1-2
		A letter of reply to the complaints: Definition, how to write a letter reply to the complaints, a letter of adjustment		3 3	3-4
		Effective business communication: Communication technology , tools for transmitting messages, technological tools for writing		3	5-6
		The use of computer system: Definition, history, importance, and the use of computer as a technical way for corresponding		3	7-8

		The inter-net: Definition, the use of the international net-work for Communication and technical information		3 3	9-10
		The common mistakes in the use of computer and the other communications		3	11-12
		Lists of some important commercial terms, abbreviations and useful expressions		3 3	13-14
		Review to some important		3 3	15

### Course Description Form

19. Course Title: Computer / 2	
20. Course Code:	
21. Semester/Year: <b>Semester</b> Quarterly	
22. Date of preparation of this description: 15/10/2023	
This description was prepared by the Scientific Committee in the Department of Materials Management Techniques	
23. Available Forms of Attendance: Presence + Electronic + Built-in	
24. Number of Credit Hours (Total) / Number of Units (Total): 30 hours / 2 units	
25. Course administrator's name (if more than one name) Name: Eng. Nahla Qasim Ghadeer	
26. Course Objectives	
Providing the student with knowledge and skills in the field of principles and concepts of the basic principles of the English language from letters, pronouns, tenses and verb conjugations	
<b>Special Objective:</b> Providing the student with practical skills in the field of principles and concepts of the basic principles of the English language from letters, pronouns, tenses and verb conjugations	
27. Teaching and Learning Strategies	
- <b>Education Strategies:</b> Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies: 1- <b>Lecture or delivery strategy:</b> in which the professor provides information and facts to students and other ideas	<b>Strategy</b>

related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

**-Learning Strategies:**

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

Computer /2					
Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral and written tests	Lecture and laboratory	Unit one :hello Am/are/is, my/your This is with practice in work		2	1
		Unit two :your world He/she /they, his/her /Questions		2	2
		Unit three: all about		2	3
		Unit four :family and friends Possessive adjectives Possessive's Has/have / Adjective+ noun		2	4
		Unit Five : the way I live Present simple I/you /we /they A and an /Adjective + noun		2	5
		Unit six : every day Present simple he,she/ Questions and negatives /Adverbs of frequency		2	6
		Unit seven :my favorites / Question words /Pronouns /This and that		2	7
		Unit eight :where I live /There is ,are... /Prepositions		2	8
		Unit nine :times past / Was ,were born / Past simple - irregular verbs		2	9

	Unit ten: we had a great time! / Past simple -regular & irregular /Question /Negatives /Ago		2	10
	Unit eleven:Can /can't / AdverbsRequests		2	11
	Unit twelve: please and thank you/ I'd like... Some and anyLike and would like and thank you		2	12
	Unit thirteen: here and nowPresent continuousPresent simple & present continuous		2	13
	Unit fourteen: it's time to go!/ Future plans /Revision writing email and informant letter		2 2	14 and 15

### Course Description Form

10. Course: Research Methodology
11. Course Code:
12. Semester/Year: <b>Semester</b> Quarterly
13. Date of preparation of this description: 15/10/2023 This description was prepared by the Scientific Committee in the Department of Materials Management Techniques
14. Available Forms of Attendance: Presence + Electronic + Built-in
15. Number of Credit Hours (Total) / Number of Units (Total): 30 hours / 2 units
16. Course administrator's name (if more than one name) Name: Translator : Mr. Naim Monkhi Odeh
17. Course Objectives Providing the student with knowledge and skills on how to address problems in the manner of scientific research.

**Specific Objective:** Write a research paper on an administrative problem.

## 18. Teaching and Learning Strategies

### - Education Strategies:

Education strategies are the methods and methods followed by the professor in communicating the educational goals of students, and the following are some of the teaching strategies:

1- **Lecture or delivery strategy:** in which the professor provides information and facts to students and other ideas related to the topic at hand.

2- **Discussion strategy:** In this type of education strategy, the professor determines the topic to be discussed in the lecture

3- **Problem solving strategy:** In this strategy, the cognitive environment of students is activated, through problem-solving activities, through most of the positive processes and activities that stimulate thinking and raise motivation to learn.

4- **Project-based learning strategy:** This strategy relies on design work that requires applied work, as students are assigned an applied project for the activity, so they are forced to search, read and use books and all knowledge sources in order to accomplish the required.

### -Learning Strategies:

They are the methods that the student follows in order to get the best benefit from the educational material, and the most important strategies are:

1- Conducting daily exams (COZ) for students before the beginning of the lecture in order to recall previous lectures and information

2- One of the best types of learning methods is (studying) through which the student can memorize any electronic design department or law

3 - Conclusion i.e. teachers can reinforce this strategy by asking deductive questions after each lecture.

### Strategy

Course Structure:

Scientific Research Methodology

Evaluation method	Learning method	Unit or subject name	Required Learning Outcomes	Hours	The week
Oral tests and discuss the research	Lecture and laboratory	Follow-up by the supervisor to the students and provide guidance in order to complete the graduation thesis.		2	1-10
		Presenting the research in its final form and discussing it before the defense committee in the department		2	11-15