

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



Academic Program and Course Description Guide

2024

Introduction:

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates 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 academic program description circulated according to the letter of the Department of Studies T 3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

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

Concepts and terminology:

Academic Program Description: The academic program description 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 students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

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

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 (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills and values acquired by students 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 members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name: Middle Euphrates Technical University

College/Institute: Technical Institute / Kufa

Scientific Department: Department of Materials Management Techniques

Academic or Professional Program Name: Diploma in Materials Management Techniques

Final Certificate Name: Diploma in Materials Management Techniques

Academic system: annual system

Description Setup Date: 2024

File filling date: 2024

Signature :

Head of department name: Dr. Senaa Jasim Mohammed

Date : 29-4-2024

Signature :

Scientific Assistant name: Nadia Abdel Hadi Abdel Am

Date:



9/5/2024

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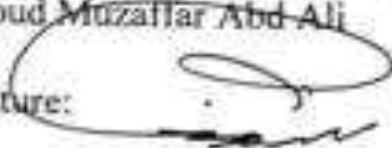
Division of Quality Assurance and University Performance

Name of Director of the Quality Assurance and University Performance Division:

Kholoud Muzaffar Abd Ali

Date:

Signature:



Prof. Fadel Sami Zughayer
Approval of the Dean

1. Program Vision

Program vision is written here as stated in the university's catalogue and website.
Quality in technical education and leadership and excellence in warehouse operations techniques and materials management to meet the requirements of the labor market in service and industrial organizations to develop the national economy.

2. Program Mission

Program mission is written here as stated in the university's catalogue and website.

Qualifying and training human cadres scientifically, professionally and technically to work in service, community and production projects in the field of techniques for managing, planning and organizing material control operations in accordance with quality standards.

3. Program Objectives

General statements describing what the program or institution intends to achieve.

- 1. Preparing and preparing efficient technical human resources capable of meeting the requirements of the labor market in warehousing operations.**
- 2. Harmonizing the department's outputs with the needs of the work environment and in a way that is compatible with modern technical developments**
- 3. Enhancing human capital by supporting creativity and innovation and striving to generate knowledge and accumulate experience for excellence in performance and achieving goals.**
- 4. Preparing a highly skilled technology in the field of materials management that has the continuous ability to deal with the variables that occur in the field of specialization.**
- 5. Eliminating the gaps between the academic and training vocabulary that the student is accustomed to receiving and the modern academic and training vocabulary that is constantly updated in a way that serves the reality of the situation and the future.**
- 6. Reaching optimal standards in scientific competencies and quality.**
- 7. Caring for students to achieve their professional and career aspirations, transferring the knowledge and training the student received during their studies to the field of work, and finding successful solutions to their problems.**

8. Continuous evaluation of academic, scientific and training vocabulary on a periodic basis to determine their suitability to the applied reality in order to advance for the better.

4. Program Accreditation

Does the program have program accreditation? And from which agency? **No**
AACSB Management Specialties

5. Other external influences

Is there a sponsor for the program?
Technical Institute / Kufa

6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	6	20	16.6	(3) First stage course number of total units 120 $20 / 120\% = 16.6$ (3) Second Stage Course, Number of Total Units 120
College Requirements	8	64	53.3	(4) First stage course number of total units 120 $64 / 120\% = 53.3$ (4) Second Stage Course, Number of Total Units 120
Department Requirements	6	40	33.3	(3) First stage course number of total units 120 $40 / 120\% = 33.3$ (3) Second Stage Course, Number of Total Units 120
Summer Training	—	—	%100	
Other	—	—	—	

* This can include notes whether the course is basic or optional.

7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
			theoretical	practical
First/Yearly		Department of Materials Management Techniques	11	19
Second/Yearly		Department of Materials Management Techniques	13	17

8. Expected learning outcomes of the program

Knowledge	
Learning Outcomes 1	Learning Outcomes Statement 1
Skills	
Learning Outcomes 2	Learning Outcomes Statement 2
Learning Outcomes 3	Learning Outcomes Statement 3
Ethics	
Learning Outcomes 4	Learning Outcomes Statement 4
Learning Outcomes 5	Learning Outcomes Statement 5

9. Teaching and Learning Strategies

Teaching and learning strategies and methods adopted in the implementation of the program in general.

(Lectures, summer training, graduation research for students, scientific visits, educational videos)

10. Evaluation methods

Implemented at all stages of the program in general.

Monthly Exams , Daily Exams , Oral Exams , Year Work , Final Exams

11. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
Prof. Arshad Abdul Amir Jassim	Business Administration	Financial Management			Permanent	
Sana Jassim Mohammed	Business Administration	Marketing Management			Permanent	
Assoc. Prof. Raad Hamoud Abdel Hussein	economy	General economy			Permanent	
Assoc. Prof. Mudar Sabah Abd	Philosophy of Educational and Psychological Sciences	Curricula and Teaching Methods			Permanent	
Mr. M. Bassema Mohammed Bani	Business Administration	Organizational behavior			Permanent	
Assoc. Prof. Amira Khudair Kazem	Business Administration	Organizational behavior			Permanent	
Assoc. Prof.	history	Islamic			Permanent	

Hana Saadoun Jabbar						
Assoc. Prof. Azhar Murad Awja	Business Administration	Production Management			Permanent	
Mr. Harith Sahib Mohsen	meeting	Sociology			Permanent	
Eng. Enas Hussein Alwan	Business Administration	Financial Management			Permanent	
Eng. Zulfiqar Hassan Alwan	Hospital Management	Human Resource Management and Organization Theory			Permanent	
Eng. Karrar Mohammed Reda	Finance	Finance & Banking			Permanent	
Eng. Hussein Ali Abd Yasser	Physical Education and Sports Sciences	Sports Training Department			Permanent	
Eng. Alia Mejbel Aziz	Recent history	Modern History of Africa			Permanent	

Professional Development

Mentoring new faculty members

Briefly describes the process used to mentor new, visiting, full-time, and part-time faculty at the

institution and department level.

New faculty members are mentored and welcomed into the academic community at our beloved university... Middle Euphrates Technical University Technical Institute / Kufa – Department of Materials Management Techniques and introducing new faculty members to the rules and regulations of the university and developing them through courses, seminars and workshops, whether as participants or lecturers and guidance – with the necessary tools to succeed in academic work.

Professional development of faculty members

Briefly describe the academic and professional development plan and arrangements for faculty such as teaching and learning strategies, assessment of learning outcomes, professional development, etc.

The professional development of academic faculty members is a strategic goal sought by universities, and among the teaching and learning strategies in the department are (theoretical and practical lectures, summer training, student project research, practical visits to the stores of the Holy Upper Shrine and the Hilla Textile Laboratory)

Assessment of learning outcomes

- 1. Monthly exams**
- 2. Daily exams**
- 3. Oral exams**
- 4. Final Exams**

12. Acceptance Criterion

(Setting regulations related to enrollment in the college or institute, whether central admission or others)

The branch from which he graduated is applied and biological

**Average: 68.71 max.
56.86 min**

Vocational branch from which he graduated

**Average: 69.75 max
59.37 min**

13. The most important sources of information about the program

State briefly the sources of information about the program.

- 1. Some of the approved curricula**
- 2. Internet**
- 3. Scientific sources other than approved methodological sources obtained from the Central Library of the University**

14. Program Development Plan

- 1. Working on updating curriculum.**
- 2. Translating some terms in the Arabic teaching curricula into English while preserving the Arabic terms in the curricula**
- 3. Encouraging enrollment in postgraduate studies for department graduates, especially top students.**
- 4. Developing human resources in the department.**
- 5. Work to prepare the department for academic accreditation from the competent bodies internally and externally.**

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024		Inventory Techniques	Essential	*				*				*			
		Materials Management	Essential	*				*					*		
		Principles of Management	Essential	*				*				*			
		Inventory Planning and Control	Essential		*				*			*			
		Operations Management	Essential	*					*				*		
		Marketing Management	Essential		*				*				*		
		Accounting Makhzani	Essential		*			*					*		
		Inventory systems	Essential		*			*					*		

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

Course Description Form

1. Course Title: Storage Technologies	
2. Course Code: Storage Technologies	
3. Semester / Year : Annual System 2023/2024	
4. Date of preparation of this description 15/2/2024	
5. Forms of attendance available in person in one division	
6. Number of study hours (total) / number of units (total) 5 * 30 = hour 150 / 10 * 30 = 300 units	
7. Course administrator's name (if more than one name)	
Name: Assoc. Prof. Sana Jassim Mohammed AlAYamel : kin.sna@atu.edu.iq	
8. Course Objectives	
Course Objectives	<ol style="list-style-type: none">1 . Providing the student with information that qualifies him to perform the storage activity in the institutions.2. Developing the efficiency of performance by professional cadres working in the field of warehouse management.3. Identify the strengths and weaknesses in the field of warehouse management.4. Determine how to follow modern methods in the field of warehouse management for all sectors, whether governmental or private.5. Providing materials, equipment and devices at the appropriate time and place

and economically in the usual and emergency situation of the stores of institutions in general.

9. Teaching and learning strategies

Strategy	<p>1. Develop practices oriented in student learning outcomes that are compliant with standards</p> <p>Accepted in the academic and professional field of the department.</p> <p>2. Using modern information and communication technology to improve the quality of education.</p> <p>3. Develop a policy for evaluating and reviewing the degree of fulfillment of academic programs by providing the graduate student with the skills which corresponds to the good practice of the profession in which they will work after graduation.</p>
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10. Course Structure

For a week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1-2	(N1+G4) per week	To be able to define inventory / warehouse management / the concept of storage process in the facility	Inventory Definition / Warehouse Management / Concept of Storage Process in the Facility	Lecture	Oral test
3	(N1+G4) per	Be able to define	Warehouse Management	Lecture	Oral test

	week	warehouse management functions / the importance of the financial and productive storage function	Jobs /The Importance of the Financial and Productive Warehousing Function		
4	(N1+G4) per week	To be able to define inventory procedures / examination / concept / importance / responsibility of examination/Examination Procedures	Inventory Procedures / Examination / Concept / Importance / Responsibility for Inspection/Examination Procedures	Lecture	Written test
5	(N1+G4) per week	To be able to define receipt / concept / systems / procedures / centralization and decentralization of receipt	Receipt / Concept / Systems / Procedures / Centralization and Decentralization of Receipt	Lecture	Oral test Written test
6	(N1+G4) per week	To be able to define the preservation of materials / its importance / stock protection / prevention precautions / safety and security for workers and materials Warehouse inside warehouses	Preservation of materials / its importance / stock protection / prevention precautions / safety and security for workers and warehouse materials Inside the warehouses	Lecture	Oral test
1-2	(N1+G4) per week	To be able to define inventory / warehouse management / the concept of storage process in the facility	Inventory Definition / Warehouse Management / Concept of Storage Process in the Facility	Lecture	Oral test
3	(N1+G4) per week	Be able to define warehouse management functions / the importance of the financial and productive storage function	Warehouse Management Jobs /The Importance of the Financial and Productive Warehousing Function	Lecture	Oral test
12-13	(N1+G4) per week	Be able to define the inventory documentary cycle / objectives / document types and records	Inventory documentary cycle /Objectives/Document and Record Types	Lecture	Written test

14-15	(N1+G4) per week	To be able to define the concept of inventory / importance / inventory responsibility / inventory types / inventory committees / settlement of differences Inventory and methods of concealing the shortage / damage to materials / treatment of damaged materials and storage of damaged materials.	The concept of inventory / importance / inventory responsibility / types of inventory / inventory committees / settlement of differences Inventory and methods of concealing the shortage / damage to materials / treatment of damaged materials and storage of damaged materials.	Lecture	Oral test
16	(N1+G4) per week	Be able to define ownership and leasing policy	Ownership and Leasing Policy	Lecture Brief Search	Written test
17	(N1+G4) per week	Be able to define the geographical location of warehouses and the factors affecting the selection of geographical location of stores (outside and within the scope of the project)	The geographical location of the warehouses and the factors affecting the selection of the geographical location of the warehouses (outside and within the scope of the project)	Lecture	Oral test
18-19-29-21	(N1+G4) per week	Be able to define planning for the establishment of warehouses, exploited and unused spaces and storage in the open	Planning for the establishment of warehouses, exploited and unused spaces, and outdoor storage	Lecture	Oral test
22-23-24	(N1 + P4) per week	Be able to define the interior design of warehouses / interior design requirements / factors affecting interior design / warehouse redesign	Warehouse Interior Design /Interior Design Requirements/Factors Affecting Interior Design/ Warehouse Redesign	Lecture	Editorial test
25-26	(N1+G4) per week	To be able to define storage equipment / its importance / types / factors affecting the selection of storage	Storage equipment / its importance / types / factors affecting the selection of storage equipment	Lecture	Oral test

		equipment			
27-28	(N1+G4) per week	To be able to define transport and internal handling equipment / its importance / types / factors affecting its selection / features of efficient transport / Economics of transport and handling / Transportation cost	Transport and internal handling equipment / its importance / types / factors affecting its selection / features of efficient transport / economics Transportation & Handling / Transportation Costs	Lecture	Oral test
29-30	(N1+G4) per week	To be able to define qualitative stores	Quality Stores	Lecture	Oral Test

Course Evaluation.11

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily, oral, monthly, written exams, reports etc

Learning and Teaching Resources .12

Required textbooks (methodology, if any))	None
Main references (Sources)	<p>1- Musa, Ghanem Finjan and Stefan, Raad Razzouk "Warehouse Management" (1993) Baghdad - Iraq .</p> <p>2- Younis, Ghanem Mohammed and Hassan, Mahmoud Ahmed ("Warehouse Management", Basra University, Iraq.</p>
Recommended supporting books and references (scientific journals, reports....)	<p>1. Said, Hadi, Said and Lewis (2008) "Management of buildings and warehouse equipment,</p> <p>Al Yazouri, Amman- Jordan.</p>
Electronic References, Websites	<p>https://foulabook.com/ar/book/%D9%83%D8%AA%D8%A7%D8%A8-%D8%A7%D9%84%D8%A3%D8%B5%D9%88%D9%84-%D8%A7%D9%84%D8%B9%D9%84%D9%85%D9%8A%D8%A9-%D9%81%D9%8A-%D8%A7%D8%AF%D8%A7%D8%B1%D8%A9-%D8%A7%D9%84%D9%85%D8%AE%D8%A7%D8%B2%D9%86-pdf</p>

Course Description Form

Course Name: Materials management

1.

Course Code: Materials management

2.

3. Semester / Year:2023–2024

4. Description Preparation Date: 2/1/2024

Available Attendance Forms : One division in attendance

5.

Number of Credit Hours (Total) / Number of Units (Total)

4×30 = 120 credit hours (8) units

6.

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

Name: basima Muhammad Bany

Email: kin.bas@atu.edu.iq

8. Course Objectives

Course Objectives

Providing the student with the correct scientific and technical concepts and methods in materials management **and their** importance in the flow of materials to all types of

requesting entities and how to achieve economic returns for the organization.

Determine how to follow modern methods in the field of administrative planning in the labor market

Acquire management skills in the field of appropriate purchasing operations

9. Teaching and Learning Strategies

Strate

- 1- Improving practices directed at improving student learning outcomes so that they are consistent with accepted standards in the academic and professional field of the department.
- 2- Using information and communications technology to improve the quality of education.
- 3- Develop a policy to evaluate and review the degree of fulfillment of academic programs in providing students with skills consistent with good practice for the profession in which they will work after graduation.

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method

1	(N1-N3) For every week	The student will be able to identify Definition of materials management/the concept and nature of materials management/the importance of materials management/the objectives of materials management	Definition of materials management/the concept and nature of materials management/the importance of materials management/the objectives of materials management	L o e r c a t l u t r e e s t + o r a l e x a m p r a

2	(N1-N3) For every week	The student will be able to identify The purchasing function / the concept and importance of the purchasing function / the objectives and motivations of the purchasing function	The purchasing function / the concept and importance of the purchasing function / the objectives and motivations of the purchasing function

3,4	N1-N3) For every week	The student will be able to identify The various tasks of purchasing management / verifying the need / describing the need / selecting sources of supply / studying the price / responsibilities of purchasing management	The various tasks of purchasing management / verifying the need / describing the need / selecting sources of supply / studying the price / responsibilities of purchasing management

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5,6,7, 8,9	N1-N3 For every week	The student will be able to identify Purchasing policies (centralization, decentralization, and combining them)/purchasing policy with the right quality/methods for determining quality/quality by trade name/quality by sample/quality by ranks/purchasing at the right price/right time/right quantity/(using quantitative methods)	Purchasing policies (centralization, decentralization, and combining them)/purchasing policy with the right quality/methods for determining quality/quality by trade name/quality by sample/quality by ranks/purchasing at the right price/right time/right quantity/(using quantitative methods)

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10	N1-N3) For every week	The student will be able to identify The relationship of the purchasing department with warehouse management, storage policies, and the relationship with other departments	The relationship of the purchasing department with warehouse management, storage policies, and the relationship with other departments

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11,1	N1-N3	The student will be able to identify	Purchasing strategies/concept/importance/factors influencing consumer
2	For every	Purchasing	purchasing behavior (cultural factors
	week	strategies/concept/importance/factors	
		influencing consumer purchasing behavior	
		(cultural factors	

13,1 4	N1-N3) For every week	The student will be able to identify Buying strategy as needed / comparison strategy / storage strategy / exchange strategy / speculation strategy	Buying strategy as needed / comparison strategy / storage strategy / exchange strategy / speculation strategy

15,1 6	N1-N3) For every week	The student will be able to identify Choosing supply sources / The importance of appropriate selection / Stages of selecting appropriate purchasing sources / Evaluating the performance of purchasing sources / Negotiating and contracting with purchasing sources	Choosing supply sources / The importance of appropriate selection / Stages of selecting appropriate purchasing sources / Evaluating the performance of purchasing sources / Negotiating and contracting with purchasing sources

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17,1 8	N1-N3) For every week	The student will be able to identify Determining the economic size of purchase orders / the concept / factors affecting the determination of the economic order size / how to calculate the economic size	Determining the economic size of purchase orders / the concept / factors affecting the determination of the economic order size / how to calculate the economic size
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19	N1-N3) For every week	The student will be able to identify Evaluating the performance of the purchasing and warehousing functions/concept/objectives/procedures	Evaluating the performance of the purchasing and warehousing functions/concept/objectives/procedures
20	N1-N3)	The student will be able to identify	Definition of storage/concept/objectives/importance

	<p>For every week</p>	<p>Definition of storage/concept/objectives/importance</p>	
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21	N1-N3) For every week	The student will be able to identify Organizational mobilization for warehouse management and its relationship with other departments	Organizational mobilization for warehouse management and its relationship with other departments

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22	N1-N3 For every week	The student will be able to identify Storage policies (centralized, decentralized and combined)	Storage policies (centralized, decentralized and combined)

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23,2 4	N1-N3) For every week	The student will be able to identify Inventory levels (minimum level, reorder level, maximum inventory level, emergency balance, waiting period and its requirements, audit level)	Inventory levels (minimum level, reorder level, maximum inventory level, emergency balance, waiting period and its requirements, audit level)

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25	N1-N3) For every week	The student will be able to identify Stagnant items / causes of stagnant materials / treatment of stagnant materials	Stagnant items / causes of stagnant materials / treatment of stagnant materials
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26	N1-N3) For every week	The student will be able to identify Damaged items/parties causing damage/purchases/sales/production/transporta tion/warehouses/suppliers	Damaged items/parties causing damage/purchases/sales/production/transportation/warehouses/supplier s

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27	N1-N3) For every week	The student will be able to identify Treating stagnant and damaged materials/writing off materials and its procedures	Treating stagnant and damaged materials/writing off materials and its procedures

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28,2 9,30	N1-N3) For every week	The student will be able to identify Packaging/concept/importance/goals/purpose s/types of packaging equipment	Packaging/concept/importance/goals/purposes/types of packaging equipment

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11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	There is no systematic book
Main references (sources)	<p>1-Management of materials and industrial projects, Dr. Dirar Al-Otaibi, 2009</p> <p>2- Purchasing Management, Ghanem Finjan Musa, 2000</p> <p>3- Muhammad Abd Hussein, Purchasing Department</p>
Recommended books and references (scientific journals, reports...)	<p>-Educational bag</p> <p>2- A scientific document containing recent reports for materials management</p> <p>3- Materials and logistics management</p> <p>4- Al-Bakri, Thamer Yasser, (Marketing Management), 2002</p> <p>5- Al-Omar, Radwan Al-Mahmoud (Principles of Marketing), 2005</p>
Electronic References, Websites	<p>1- - Introductory videos about purchasing and closing processes</p> <p>Contracts and how to use purchase ordering and storage</p> <p>2- https://www.youtube.com/watch?v=qqYvFgc23Oc</p>

	<p>3- Videos about practical cases for each lecture</p> <p>4-</p> <p>https://www.ajsp.net/research/%D8%A5%D8%AF%D8%A7%D8%B1%D8%</p>
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Course Description Form

13.	Course Name:	Hanaa Saadoun Jabbar
14.	Course Code:	Risk management and insurance
15.	Semester / Year :	Risk management and insurance
16.	Description Preparation Date :	4\1\2024
17.	Available Attendance Forms:	class
18.	Number of Credit Hours (Total) / Number of Units (Total)	
	40*30=120 credit hour	
19.	Course administrator's name (mention all, if more than one name)	
	Name: :	Hanaa Saadoun Jabbar
	Email:	kin.hna@atu.edu.iq
20.	Course Objectives	
	Course Objectives	<ul style="list-style-type: none"> • The student is able to understand and apply insurance rules and foundations to warehouse work, faces various risks in his warehouse work, and chooses and uses documents that serve the facility in obtaining insurance cover that reduces the negative effects of real risks.....
21.	Teaching and Learning Strategies	
	Strategy	Improving practices directed at improving student learning outcomes so that they are consistent with accepted standards in the academic and professional field of the

department.

Using information and communications technology to improve the quality of education. Develop a policy to evaluate and review the degree of fulfillment of academic programs providing students with skills consistent with good practice for the profession in which they will work after graduation.

22. Course Structure

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
oral test	lecture	Danger Insurance Its – technical and legal characteristics, Risk –divisions management Risk management stages of the – activities risk management process	Danger Insurance Its technical – and legal characteristics, Risk –divisions management Management activities	N2 P2	1
oral test	+ Lecture practical case	Ways to confront danger Factors affecting the plan to address the risk The basic factors in the risk management process	Ways to confront danger Factors affecting the plan to address the risk	N2 P2	2
A written test	lecture A practical + case	Prevent and reduce –A losses in warehouses	To be able to reduce losses	N2 P2	3
oral test A written test	lecture	The insurance contract their –its parties – its –obligations its –elements characteristics Economic benefits and functions of insurance basic principles in – insurance	To be able to define the insurance its –contract their –parties its –obligations its –elements characteristics Economic benefits and functions of insurance	N6N6	4– 4 5–
oral test	lecture	Securing warehouses from fire risk	To be able to define the	N2N3	7

		its insurance) Fire concept , its causes, sources, causes, effects, cases Factors affecting warehouse fires are not considered a fire	insurance its –contract their –parties its –obligations its –elements characteristics Economic benefits and functions of insurance		
A written test	+ Lecture practical case	Preventing the dangers of warehouse fires Requesting insurance for the warehouse –against fire risk insurance application form, its contents	To be able to prevent the dangers of warehouse fires	N2 P3	8,
oral test	+ Lecture practical case	- Inspection of the warehouse (its benefits, , types , inspection	To be able to discover the benefits of the store	N2 N3	9
A written test	lecture	- Pricing and calculating premium, discounts and discounts	To be able to define pricing, premium calculations, and discounts	N2 N3	10
test oral	lecture	Warehouse insurance policy against fire risk(its sections, conditions and exclusions ,) Appendices and endorsements , amendment, renewal, cancellation and termination	To be able to define the warehouse insurance policy against fire risk(N2 N3	11

A written test	lecture Brief search	Warehouse insurance policy against fire risk(its sections, conditions . (and exclusions ,	To be able to define the store's insurance policy against fire risk	N2 N3	12
oral test	lecture	Warehouse insurance policy against fire risk(its sections, conditions . (and exclusions ,	Warehouse risk insurance policy	N2 N3	13
	lecture	Warehouse insurance policy against fire risk(its sections, conditions . (exclusions and ,	Insurance policy for the warehouse against risk	N2 N3	14
Editorial news		Marine insurance on its -imported goods importance to the Iraqi market Factors of its - development in the Iraqi market	Marine insurance on imported its -goods importance to the Iraqi market -	N2 N3	15
oral test	+ Lecture practical case	Types of losses in imported and stored goods Total loss - (types, documents)	Types of losses in imported and stored goods -	N2 N3	16
oral test		Document types	To be able to define	N2 N3	17
Oral news	+ Lecture practical case	Types of cargo -insurance contracts Types of cargo insurance contracts Floating document -conditions, benefits)) Open cover (conditions, benefits)	Insurance policy for the warehouse against fire risk(a	N2 N3	18
A written test		Types of insurance covers for imported	Warehouse insurance policy	N2 N3	19

		goods Cover-A Cover -B - CoverC	R		
		Exclusions from CoversA & B & C	Exclusions from CoversA & B & C	N2 N2	20
		Common terms in CoversA & B & C	Common terms in CoversA & B & C	n 2 p 2	21
oral test	+ Lecture practical case	Types of additional insurance covers for goods imported -Additional war cover additional strike cover -other additional sub - covers	To be able to define the types of additional insurance covers for imported goods Additional war additional -cover -strike cover other additional covers-sub	n 2 p 2	22
oral test	+ Lecture practical case	Additional terms attached With coversA & B & C Clarification Ship - requirement classification Damage -requirement reporting requirement Carrier and - depository liability Goods -requirement packaging requirement Activities to reduce - and prevent losses in imported goods	To be able to define the additional terms attached With coversA & B & C Clarification -requirement Ship classification -requirement Damage reporting -requirement Carrier and depository liability -requirement Goods packaging -requirement	N2 N2	23

			Activities		
oral test	lecture Practical cases	Securing warehouses from the risk of theft – The legal and insurance concept of Types of theft in –theft Contents –warehouses of the warehouse insurance application form against the risk of theft	able to To be define securing warehouses from the risk of theft – The legal and insurance concept Types of –of theft theft in –warehouses Contents of the warehouse insurance application form against the risk of theft	n 2 p 2	24
oral test	+ Lecture brief research	Inspection of the warehouse to be insured (its importance, contents of the inspection report, recommendations of –the inspector policy for insurance the warehouse from sections of the –theft policy and scope of exceptions –coverage	Inspection of the store to be insured (its ,importance contents of the inspection report, the inspector’s recommendations insurance policy – for the store from , (theft	n 2 p 2	25
		General Conditions	General Conditions	n 2 p 2	26
oral test	lecture Practical cases	Other types of insurance for the warehouse against the theft risk of Compensation for	Other types of insurance for the warehouse against of theft the risk Compensation for	n 2 p 2	27

		damages to stolen -procedures -stores compensation application form Detecting stolen Activities -warehouses and means of preventing the risk of theft in warehouses	damages to stolen -stores -procedures compensation application form Detecting stolen -warehouses Activities and means of preventing the risk of theft in warehouses		
test oral	lecture Practical cases	Insurance to guarantee the integrity of the storekeeper Types of - An -guarantees insurance document guaranteeing the honesty of employees and users in General -warehouses conditions of the Insurance -policy application form	To be able to define	N2	28
oral test	lecture Practical cases	Other forms of warehouse security insurance documents - -document Individual -Group document -Floating document -Mixed document -Open document Functional document	Other forms of warehouse security insurance documents - Individual -document Group document Floating - -document Mixed document Open document - Functional - document	N2 N2	29

oral test	lecture Practical cases	Compensation of the store owner for damages caused by his employees' dishonesty -Procedures compensation -statement report calculation examples	Compensation of the store owner for damages caused by his employees' dishonesty -Procedures compensation statement report calculation - examples	N2 N2	30
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11. Course evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

12. Learning and teaching resources

, Saleh, et al., Insurance in Inventory Management, 1991	(Required textbooks (methodology, if any
, Saifu Walid Ismail-Abdul Ahmed, Al , Abu B Risk and Insurance Management, Dar (Ammaan Jordan , a st edition 20161)	(Main references (sources
Risk and Insurance Management Mamdouh Hamza, Cairo University	Recommended supporting books and references (...scientific journals, reports)
Risk and Insurance Management, Ham ,Jassim, Fawzi Allawi (Baghdad, 2020)	Electronic references, Internet sites

Course Description Form

1. Course Name: Specialized English readings
2. Course Code: Specialized English readings
3. Semester / Year: Annual system 2023-2024
4. Description Preparation Date: 2024/1/2

5. **Available Attendance Forms:** One division in attendance

6. **Number of Credit Hours (Total) / Number of Units (Total)** 3 x 30 = 90 credit hours (6) units

7. **Course administrator's name (mention all, if more than one name)**

Name: Dr.. Professor Arshad Abdul Amir Jassim
Email: kin. arsd@atu.edu.iq

8. **Course Objectives**

Course Objective	<ul style="list-style-type: none"> • Providing the student with skills related to business correspondence in the field of materials management as in other fields of knowledge • Determine how to follow modern methods in the field of labor market correspondence • Acquiring administrative skills in the field of operations for appropriate administrative positions
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9. **Teaching and Learning Strategies**

- 1- Improving practices directed at improving student learning outcomes so that they are consistent with acceptable standards in the academic and professional field of the department.
- 2- Using information and communications technology to improve the quality of education.
- 3- Develop a policy to evaluate and review the degree of academic programs' compliance with providing students with skills consistent with good practice for the profession in which they will work after graduation .
- 4- Preparing and training middle cadres to enrich the labor market

10. **Course Structure**

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1-2-3	(N1+N2)	To be able to: Learn about materials management	Material management	lecture	oral test
4	(N1+N2)	To be able to: Identify definition, types and methods of communication	Communication	lecture	oral test
5-6	(N1+N2) For every week	To be able to: the types of communication trends, importance and types	Kinds , levels , directions importance communications	lecture Brief search	A written test
7-8	(N1+N2) For every week	To be able to: Learn about management definition and overview	Management (General)	lecture	oral test A written test
9-10-11	(N1+N2) For every week	To be able to: Getting to know statistics action Overview its definition	Statistics in business	lecture	oral test

12-13	(N1+N2) For every week	To be able to: Insurance of warehouses documents related warehouse insurance	Warehouse – Insurance	Lecture Brief search	A written test
14-15-16	(N1+N2) For every week	To be able to: Definition of marketing, importance and its pillars	Marketing	lecture Practical case	oral test
17-18-19	(N1+N2) For every week	To be able to: Learn about sales management and importance of its position in organizational structure	Sales management	lecture Practical case	A written test
20-21-22	(N1+N2) For every week	To be able to: Learn about accounting business, its definition overview	Accounting	lecture Practical case	oral test
23-24-25	(N1+N2) For every week	To be able to: Learn about democracy society, an overview of definition and human rights	Democracy and human rights	Lecture Brief search	A written test
26-27-28	(N1+N2) For every week	To be able to: Getting to know computers their systems at work, overview and definition	Computer systems	lecture Practical case	oral test
29-30	(N1+N2) For every week	To be able to: Find out a brief summary what you learned during school year	Review	lecture	A written test

11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

12. Learning and Teaching Resources :

Required textbooks (curricular books, if any)	There is no systematic book
Main references (sources)	Using educational videos of practical cases and intelligence tests for student observations
Recommended books and references (scientific journals, reports...)	https://iraq.britishcouncil.org/english/learn-online/digital-library/academic-books In addition to available scientific sources in collection libraries of our university
Electronic References, Websites	https://faculty.ksu.edu.sa/ar/ah28/course/78021 https://nazab.kau.edu.sa/Content-0011315-AR-85351

Course Description Form

1. Course Name: Administration

2. Course Code: Administration

3. Semester / Year:2024-2023					
4. Description Preparation Date:2024/1/2					
5. Available Attendance Forms: One division in attendance					
6. Number of Credit Hours (Total) / Number of Units (Total) Number of units (total): 3 x 30 = 90					
7. Course administrator's name (mention all, if more than one name) Name: M. M. Enas Hussien Alwan Email: Enas.hussien@atu.edu.iq					
8. Course Objectives					
Course Objectives			<ul style="list-style-type: none"> • The student acquires the basic and main concepts related to the principles of business administration, its activities, and their application in various business organizations affiliated with the government and private sectors. • It enables the student to develop his capabilities and capabilities in the administrative field • Determine how to follow modern methods in the field of administrative planning 		
9. Teaching and Learning Strategies					
Strategy		<ul style="list-style-type: none"> • Improving practices directed at improving student learning outcomes so that they are consistent with standards accepted in the academic and professional field of the department. • Using information and communications technology to improve the quality of education. <ul style="list-style-type: none"> • Lecture, summer training, graduation projects and research 			
Wee	Hours	Required Learning	Unit or subject name	Learning	Evaluatio

k		Outcomes		method	n method
1	Theoretical1 practical2 for each week	The student will be able to recognize: Definition management and nature and knowledge of the challenges facing contemporary management. And relationship management with other sciences.	The nature of business management and the tasks of manager: The nature of management-Definition management and the management Introductions to the study of management-Challenges facing contemporary management - The relationship management with other sciences.	Lecture + practical case	oral test
2,3,4	Theoretical1 practical2 for each week	The student will be able to Learn about: manager's tasks patterns administrative behavior administrative skills and the management resources and roles	Manager tasks: patterns administrative behavior administrative skills - sources administrative skills - roles of manager	Lecture+oral exam	practical case
5,6	Theoretical1 practical2 for each week	The student will be able to Identify developments in administrative thought and learn about traditional administrative schools	The development of administrative thought: - The traditional (classical) school - The school of scientific management - The school of administrative division - The bureaucratic school - The common features of the schools within the framework of the traditional school.	Lecture+written test	Practical Case
7,8	Theoretical1 practical2 for each week	student will be able to learn about the experiments related to the Hawthorne and Walton Mayo studies as well as the theories of Y and X	The Humanistic School: - Herzberg and Walton Mayo's study - Follett's study - Chester Barnard's study Theory of Y and X	Lecture practical cases	oral exam
9,10,11	Theoretical1 &practical2 for each week	student will be able to become familiar with contemporary administrative schools and learn about the foundations of management For Japanese schools and theory Systems	Evolution of Contemporary Management: - Open Systems Theory (Lippitt) - concept of the system and its components of the organization - a system - subsystems - quantitative management - Japanese management (William Ouchi's theory - Z) - situational management	- lecture + brief research on the topic	test Practical
	Theoretical1	The student will be able to	Management and its	Lecture	Oral

12	Practical2 for each week	to identify administrative environment and components	environment: Components of the public environment Components of the private environment	practical case	exam
13,14	Theoretical1 &practical2 for each week	The student will be able to Learn about the function and types of planning, as well as what Planning contains obstacles and ways to address them	The function of planning: - nature of planning - Types plans - Responsibility planning - Obstacles to planning Addressing planning obstacles	Lecture + brief practical cases	Oral exam
15,16	Theoretical1 &practical2 for each week	The student will be able to identify the function of decision making and its types, as well as the steps related to decision making.	Decision making: - The concept of decision making - types Decisions - decision making patterns- decision making steps	Lecture oral exam	practical case
17	Theoretical1 &practical2 for each week	The student will be able to identify organizational function in terms methods, as well as recognize importance organization and decisions, and learn about organizational structure and its patterns	. The organizational function job design (concept and methods) -the importance of organizational function - the basic forces affecting organization – the organizational structure - patterns of organization	Lecture presenting brief research	the topic written test
18,19	Theoretical1 &practical2 for each week	The student will be able to recognize concept of the authority function (authority), its nature and sources and the delegation central decentralized authority	Authority (authority) responsibility: - The nature authority - its sources - its types determinants of its acceptance chain of command - delegation authority - centralization decentralization.	Lecture practical case	Oral exam
20,21	Theoretical1 &practical2 for each week	The student will be able to identify internal organizational relationships organizations and their types, horizontal and vertical relationships, as well as committees and councils	Internal organizational relationships horizontal relations – vertical and advisory relations - committees councils - conflict between divisions	Lecture practical case	A written test
22	Theoretical1	student will be able	Leadership and motivation:	Lecture	Oral

	&practical2 for each wee	identify the function leadership motivation Herzberg's theories motivation	nature of motivation – theories of motivation (needs theory by Maslow – two-factor theory - by Herzberg – Expectancy theory) satisfaction	practical case	exam
23,24	Theoretical1 &practical2 for each week	student will be able identify the function leadership, its theor characteristics styles	The leadership function of manager: - leadership theories - leadership traits leadership styles - participat management - management objectives	Lecture brief resea on the topic	Oral exam
25	Theoretical1 &practical2 for each week	The student will be able to iden communication, nature communication, channels and obstac and how to develop i	Communication: the nature communication - methods communication - channels communication - obstacles communication - develop effective communication.	Lecture practical c	Oral exam
26,27	Theoretical1 &practical2 for each week	The student will be able to understand control function from a conceptual standpo the nature of the con process – tools and methods of con (financial control internal and exten control -other method unintended results of control improving effectiveness of contr	Control function: - The concep control - The nature of the con process - Control tools methods (financial control Internal and external contro other methods) - Uninten results of control - Improving effectiveness of control	Lecture written	test practi case
28	Theoretical1 &practical2 for each week	The student will be a to identify the soc responsibility of the Organization :the concept - the extent the organization's soc responsibility - the soc responsibility of ser management and board of directors	The social responsibility of organization: the concept- extent of the social responsibility of the organizat -the social responsibility of ser management and the board directors	Lecture + oral exam	Practical case
29,30	Theoretical1 &practical2 for each week	The student will be able to learn ab managing organization's activi &managing operati from all its functi	Managing the organizati activities:Operations managem -(planning&organizing operations - selecting the project site- internal arrangement of	Lecture brief resea on the topic,	Written test

	<p>planning&organizing operations-selecting project site - inter arrangement of factory - studying economic feasibility of projects - supply operations control quality contr marketing management-(the concept of market activity-activities Marketing-the market mix - market facilities), human resources management (human resource planning - job business analysis description,selection appointment - reward performance evaluation & promotion), financial management(financial management functions-working capital management fixedassets management Funding sources</p>	<p>factory - studying the economic feasibility of projects – supply - operations control - quality control marketing management - (concept of marketing activities marketing activities - marketing mix–market facilities), Human Resource Management – (Human Resource Planning - Analysis Description of Jobs and Works-Selection Appointment-Reward Performance Evaluation Promotion),Financial Management-(Financial Management Functions - Work Capital Management – Fixed Asset Management Funding Sources</p>		
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10. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

11. Learning and Teaching Resources

Required textbooks (curricular books, if any)	There is no systematic book
Main references (sources)	<ol style="list-style-type: none"> 1. Principles of Management Theories, Processes and Functions, Dr. Muhammad Qasim Al-Qaryouti, 2009 2. Principles of management with a focus on business administration, Dr. Khalil Muhammad Hassan Al-Shamaa, 2007
Recommended books and references (scientific journals, reports...)	<ol style="list-style-type: none"> 1. Educational bag 2. A scientific document containing recent management reports 3. Principles of Management, Dr. Shawqi Jawad, 1988
Electronic References, Websites	https://academy.hsoub.com/files/34-D9%85%D8%A8%D8%A7%D8%AF%

[D8%A6-D8%A7%D9%84%D8%A5%D8%AF%D8%A7%D8%B1%D8%A9](https://academy.hsoub.com/files/34-D8%A7%D9%84%D8%A5%D8%AF%D8%A7%D8%B1%D8%A9)

https://academy.hsoub.com/files/34-D8%A7%D9%84%D8%A5%D8%AF%D8%A7%D8%B1%D8%A9

Course description form

Accounting : Course name .1

Accounting : code Course .2

Annual system 2023/2024 : Year /Semester .3

is 2/20/2024 description was prepared The date this .4

Attendance , one division :Available forms of attendance .5

180 = 30*6 /90 hours = 30*3 (Number of study hours (total)/number of units (total units) .6

(if more than one name is mentioned) Name of the course administrator .7

karrar.ridha@atu.edu.iq :Aimel - Name: M. M. Karrar Muhammad Redha Al

objectives Course .8

Developing the performance efficiency of - 1
professional cadres
Identify the strengths and weaknesses in the - 2
accounting field
Determine how to follow modern methods in the - 3
.of accounts field
Introducing the student to the accounting rules -4
and the various financial accounting cycles and
establishments eir applications inth

Objectives of the study subject

Teaching and learning strategies .9

Improving practices directed at improving student learning outcomes so that they are -1 e strategy
.department consistent with accepted standards in the academic and professional field of the

**. Using information and communications technology to improve the quality of education-2
elop a policy to evaluate and review the degree of academic programs' compliance with -3
good practice providing students with skills consistent with
the profession they will work in after graduation For**

Course structure .10

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
oral test	lecture	The nature of the - accounting objectives of the - accounting general accounting rules undations and fo for the branches of accounting and their relationship to - other branches the accounting the - period accounting cycle general - principles of accounting	To be able to define the - accounting branches of the -accounting relationship of accounting with - other branches the accounting the - period accounting cycle general - principles of .accounting	M1+M2)) for each week	2-1
oral test	lecture Brief search	Types of accounting books used - journal book) general ledger -book accounting documents disbursement) - document receipt -document journal entry document) methods of recording in the books (single	To be able to define the the - journal - general ledger accounting - documents - single entry - double entry types and analysis of .accounts	M1+M2)) for each week	-4-3 5

		<p>double -entry types of) - entry</p> <p>- accounts</p> <p>accounts analysis table</p>			
A written test	lecture	<p>Capital the -formation budget as a basis</p> <p>- for double entry</p> <p>- debit and credit components of the budget (assets - liabilities-) - capital statement of the effect of recording accounting operations on the balance sheet accounting) (equation</p>	<p>To be able to - define capital its budget and components</p>	M1+M2)) for each week	-7-6 8
oral test	lecture	<p>How - Journaling</p> <p>Journal layout to</p> <p>How to record - in the journal according to the double entry method</p>	<p>To be able to define a journal and record in the journal</p>	M1+M2)) for each week	10-9
oral test A written test	lecture	<p>Expenses And Revenue</p> <p>- Capitalism Accounting treatment for capital cases</p> <p>- Opening entry</p> <p>Personal</p> <p>- withdrawals</p>	<p>To be able to define revenue expenses</p> <p>Personal - withdrawals sales - purchases return on - - purchases</p>	M1+M2)) for each week	-11 -12 -13

		<p>Sales - Purchases Returns on - purchases - Returns on sales - Expenses - Revenues - Insurances Allowances Purchases Sales - allowances - allowances Different cases of etsselling ass</p>	<p>- return on sales - expenses - Revenues - insurance allowances for purchases and sales</p>		
A written test	lecture Brief search	<p>how to -Loans how - repay loans to calculate the loan and how to Loan pay interest end - In advance in- of term installments</p>	<p>To be able to define loans and how to repay loan - them interests</p>	M1+M2)) for each week	<p>-14 -15 16</p>
test oral	lecture	<p>its - Discount - types commercial cash - discount - discount quantity discount</p>	<p>To be able to - define discount - trade discount - cash discount quantity discount</p>	M1+M2)) for each week	<p>-17 18</p>
A written test	lecture	<p>the - Trial budget amount of preparing a trial a trial , balance With balance the - balances trial balance with totals</p>	<p>To be able to define the audit with - budget totals and balances</p>	M1+M2)) for each week	<p>-19 20</p>
A written test	lecture	<p>Merchant operations in the opening a- bank</p>	<p>To be able to define the merchant's</p>	(M1+M2) for each week	<p>-21 22</p>

		<ul style="list-style-type: none"> - current account fixed deposit interest- account -Fixed deposits incoming checks checksoutgoing - deposit in the - fund 	<ul style="list-style-type: none"> operations in the the - bank current account the fixed - deposit account interest on - - deposits incoming checks outgoing - - checks depositing in the .cashier 		
A written test	lecture	<ul style="list-style-type: none"> Accounting - types of -errors errors (errors in - the journal errors of deletion technical errors- methods of - correcting errors the long method) the short - (method 	<ul style="list-style-type: none"> To be able to identify accounting and errors correct errors 	N1+N2)) for each week	-23 -24 25
A written test	lecture	<ul style="list-style-type: none"> Preparing final accounts (trading profit - account and loss account) restrictions Closing and - profit and loss - capital account preparing the tbalance shee 	<ul style="list-style-type: none"> To be able to define final -accounts - closing entries - capital account prepare the balance sheet 	N1+N2)) for each week	-26 -27 28
A written test	lecture	<ul style="list-style-type: none"> the Extinction - Fixed findings methods Calculation 	<ul style="list-style-type: none"> To be able to define the depreciation of - fixed assets 	N1+N2)) for each week	-29 30

		(Extinction method Fixed Installment method– Installment Paradoxical re method) Estimation methods registration In the Extinction records	methods of recording depreciation		
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Course evaluation .11	
Distribution of the grade out of 100 according to the tasks assigned to the student, .monthly, written exams, reports, etc ,such as daily preparation, daily, oral	
Learning and teaching resources .12	
Nothing	quired textbooks methodology, if any)
,(2000) ” , gnitnuocA “ , Shawi-Al , Jalili, Zako-Al - . Mosul Kutub -Dar Al , 2000 ” , Accounting et al., “ Jalili -Al . Iraq - for Printing and Publishing, Mosul	references (sources)
Principles of Accounting “ , Hadithi-Al , Qamousi-Al - Kutub for Printing -Directorate of Dar Al ,(1999) ” .Iraq - University of Mosul , and Publishing	Recommended supporting books and references scientific) journals, (...reports
https://youtu.be/1tEe9psPp0c?si=acTuUEkN50n8d_kg https://youtu.be/L_YzBiZelkY?si=zlXngdGAa-gBSk2f https://youtu.be/TgwPtE8Clpo?si=n67wNmIHpZNpB6JM	Electronic references Internet sites

Course Description Form

11. Course Name: statistic

12. Course Code:

13. Semester / Year: Annual system 2023/2024

14. Description Preparation Date: 15/2/2024

15. Available Attendance Forms:

16. Number of study hours (total)/number of units (total) $3*30= 90$ hours/ $6*30= 180$ units

17. Course administrator's name (mention all, if more than one name)

Name: dhulfiqar Hassan alwan

Email: dhulfiqar.alwan@atu.edu.iq

18. Course Objectives

Course Objectives

Introducing the student to the importance of statistics and the stages of statistical methods starting with 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 the various fields of subject management topics that the student studies.

19. Teaching and Learning Strategies

Strategy

- 1– Improving practices directed at improving student learning outcomes so that they are consistent with acceptable standards in the academic and professional field of the department.
- 2–Using information and communications technology to improve the quality of education.
- 3– Develop a policy to evaluate and review the degree of compliance of academic programs with providing students with skills consistent with good practice for the profession in which they will work after graduation.

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20. Course Structure

Week	Hou rs	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	(M1+M2) for each week	To be able to define the concept and importance of statistics and know the scientific method of research – data collection, data classification – data presentation data analysis	Statistics – its definition – its relationship with other sciences – the scientific method of research – data collection, data classification – data presentation – data analysis	lecture	oral test
2	(M1+M2) for each week	It should be able to display the data distribution – the tabular display of the data – the frequency distribution – the double frequency distribution	Displaying data distribution – tabular display of data – frequency distribution double frequency distribution	Lecture	oral test
	(M1+M2) for each week	Be able to draw graphs	Graphical display of unclassified data – Chart line – Chart bars – Graphic circuit Graphic rectangle	lecture	oral test
	(M1+M2) for each week	To be able to introduce the basic concepts in inventory planning areas.	Storage costs	lecture	oral test
5–6	(M1+M2) for each week	Be able to construct a frequency distribution table with and without categories	Graphical display of tabulated data	Lecture	oral test
7–8	(M1+M2) for each week	Be able to define the SPSS statistical program	Practical application of the computer using the statistical program SP	lecture	oral test

9	(M1+M2) for each week	He will be able to calculate the measures of central tendency: the arithmetic mean – the mode – the median	Cost Annual quantity inventory	lecture	oral test
10–11–12	(M1+M2) for each week	Be able to define the measure of dispersion and calculate the range standard deviation and variance – coefficient of variation – standard score – practical application	Measures of dispersion: range – standard deviation and variance – coefficient of variation – standard score – practical application of the computer using the statistical program SPSS	Lecture	oral test
13–14	(M1+M2) for each week	Be able to define the correlation coefficient and understand the method of calculating it theoretically	Simple linear correlation: understood – how to calculate it theoretically. – Practical application on the computer using the statistical program SPSS	lecture	oral test
15–16–17	(M1+M2) for each week	Be able to define the correlation coefficient and understand the method of calculating it theoretically – Practical application on the computer using the statistical program SPSS	Rank correlation: Spearman's rank correlation coefficient – coupling coefficient. – Practical application on the computer using the statistical program SPSS	lecture	oral test
18–19–20–21	(M1+M2) for each week	Be able to define the least squares method and find a simple linear regression equation – use time as an independent variable to determine the general trend	The least squares method to find the simple linear regression equation – using time as an independent variable to determine the general trend	Lecture	oral test

		line equation for the time series – Practical application on the computer using the statistical program SPSS	trend line equation for the time series – Practical application on the computer using the statistical program SPSS		
22 23 24	(M1+M2) for each week	He will be able to define index numbers: their concept – their use the simple index number and the method of calculating it – the weighted index number and the method of calculating it (Laspeyres Pasch – Fischer).	Index numbers: their concept – their use – the simple index number and its method of calculation – the weighted index number and its method of calculation (Laspeyres Pasch – Fischer)	lecture	oral test
25 26	(M1+M2) for each week	We are able to test samples with single mean test and two mean T and Z tests	For one mean and two means T and Z test	lecture	oral test
27 28	(M1+M2) for each week	We are able to test samples with single mean test and a two mean test	For one mean and two mean T-test	Lecture	oral test
29 30	(M1+M2) for each week	He will be able to define the chi-square test for independence X ²	Chi-square test for independence x ²	lecture	oral test

21. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

22. Learning and Teaching Resources

Required textbooks (curricular books, if any)	<p>Issa, Siwar Al-Dahab Ahmed, & Ismail, Zaki Makki. 2006 Production and operations management.</p> <p>Purchasing Management, Ghanem Fenjan Musa, 2010</p> <p>Bassiouni Jumaa, R., Ramzi, & Mustafa Mohamed Fashid (2011). Study of the effect of packaging materials, storage conditions, varieties and extraction methods on the quality</p>
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	hibiscus seblat extract. Alexandria Journal for Scientific Exchange, 32(APRIL–JUNE), 130–139.
Main references (sources)	<p>Shaaban, Abdul Karim Shaaban,. (2006). Principles of Statistics</p> <p>Al–Hamza, & Abdel–Halim. (2023). Pedagogical book in statistics 1.</p> <p>Al–Jakni, Mustafa Muhammad Yaslam Al–Amin. (2019). Methods of hadith scholars in writing books in the conclusion “Sahih Al–Bukhari”: Statistics and analysis.</p>
Recommended books and references (scientific journals, reports...)	<p>Center–OLC, O. L. (2014). Inferential statistics...</p> <p>Dr.. Ahmed Mohammed Rajai Al–Rifai. (2021). Using writing activities for learning in teaching the Principles of Statistics course on achievement and statistical thinking among students of the College of Economics and Administrative Sciences. Journal of Educational Sciences, 1(24).</p> <p>Center–OLC, O. L. (2014). Descriptive statistics for two variables</p>
Electronic References, Websites	<p>https://youtu.be/ceRUmN08BPM?si=xhJfAuJLjV_kG7De</p> <p>https://youtu.be/BXj2yTxK3oc?si=xJnGY4E4NldwvMP</p> <p>https://youtu.be/ceRUmN08BPM?si=xhJfAuJLjV_kG7De&t=3</p>

Course Description Form

Course Name	Computer Applications
Course Code	
Semester / Year	2023/2024
The history of preparation of this description	26/2/2024

Available Attendance Forms					
Education Hall & Laboratories					
Number of credit hours (total) / number of units (total) 3*30=90 Number of units 9*30=					
Number of Hours					
Theory 1					
Practical 2					
Course administrator's name (if more than one name)					
Name: Eng. Mustafa Hisham Abbas Email : ghm88mm@gmail.com					
Course Objectives					
Course Objectives			Teaching the student the skills of working on the computer use of its ready-made applications and the principles of the Internet in the field of specialization.		
Teaching and Learning Strategies					
Strategy		Idea Review Strategy Student Cooperation Strategy Brainstorming strategy Idea Repetition Strategy The strategy of explaining the topic in more than one way			
Course Structure					
The week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	3	To familiarize the student with the basic components of the computer	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.	PowerPoint Lectures Calculator hardware	Questions during lecture
2	3	The student should be able to	Software - Definition of software and its types/systems software: operating systems / programming	PowerPoint Lectures	Oral questions Daily

		distinguish between programs and their types	languages and programming systems / application software.		exam
3	3	Identify the initial windows of the computer when turned on as well as extinguishing in the right way	WINDOWS - INTRODUCTION TO WINDOWS / ITS FEATURES / DEVICE OPERATION / DEVICE SHUTDOWN / MOUSE USE / WINDOWS SCREEN COMPONENTS: TASKBAR: ICONS: TYPES (STANDARD AND GENERAL)	PowerPoint Lectures	Oral question Daily exam
4	3	The student should be able to apply the settings correctly	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 Indicator / Mouse / Install and uninstall programs. Minimize and maximize window/end close/temporary closure/move window/capacity control	PowerPoint Lectures	Oral question Daily exam
5	3	The student should know how to start and go to the rest of the parts	Start Menu)	PowerPoint Lectures	Oral question Daily exam
6	3	To know the ways to deal with windows	Window/Ways to run applications and programs. Arrange START menu items/delete START menu items/add START menu submenus/add new button to START menu. Basic System Information/Stop Unwanted Applications WINDOW FINDER WINDOWS EXPLORER	PowerPoint Lectures	Oral question Daily exam

7	3	Learn about the main icons	MY COMPUTER icon / MY COMPUTER window parts. Recycle Bin (Delete, Recover and Unload Bin) / MY DOCUMENT icon	PowerPoint Lectures	Oral question Daily exam
8	3	Learn about folders and files	FOLDERS AND FILES FILE & FOLDER 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.	PowerPoint Lectures	Oral question Daily exam
9	3	The student should be able to access and deal with the attached programs	ACCESSORIES Calculator/Notepad/WordPad/Use memo to edit and create file	PowerPoint Lectures	Oral question Daily exam
10	3	Learn about the environment of the paint program and how to use it	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	PowerPoint Lectures	Oral question Daily exam
11	3	Learn about entertainment programs and games in the operating system	MEDIA PLAYER AMUSEMENT SOFTWARE	PowerPoint Lectures	Oral question Daily exam
12	3	To identify the types of viruses	Computer ethics - viruses / reason for naming / definition / ways of spreading the virus	PowerPoint Lectures	Oral question Daily exam report
13	3	To learn	Symptoms of infection with the	PowerPoint	Oral

		ways to protect against viruses	virus / methods of protection / types of viruses Computer Crimes / Theft / Hackers	Lectures	question Daily exam report
14	3	Learn about the general environment of Microsoft Office Word	MICROSOFT WORD WORD PROCESSOR WORD PROCESSOR FEATURES / RUNNING THE WORD / THE BASIC ELEMENTS OF THE WORD WINDOW / THE LANGUAGE FLIP / PARAGRAPH DEFINITION / MERGING AND SPLITTING THE PARAGRAPH / SELECTING (SHADING) THE TEXT. OFFICE KEY	PowerPoint Lectures	Crat question Daily exam
15	3	Learn about the New menu and open a new file	NEW / OPEN INVENTORY FILE/CLOSE DOCUMENT/SAVE NEW DOCUMENT/SAVE EXISTING DOCUMENT/PRINT PREVIEW/CLOSE DOCUMENT/EXIT WORD. (HOME) Clipboard: Cut / Copy / Paste / Copy Formatting.	PowerPoint Lectures	Crat question Daily exam
16	3	Dealing with the line and everything related to the line	Font: Change Font / Font Size / Enlarge & Decrease Font / Clear Formatting / Change Font Color / Highlight Color Text: Subscript / Subscript / Change Case / Underline Style / Effects / Character Spacing	PowerPoint Lectures	Crat question Daily exam
17	3	Learn about paragraph listing, styles, and add pages	Paragraph: Numbering / Bullets / Create a list of bullets to existing text / Cancel bullets / Indent / Paragraph spacing / Line spacing / Text direction / Alignment / Borders and Shading.	PowerPoint Lectures	Crat question Daily exam

			<p>Styles: Normal / No Spacing / Heading 1 / Heading 2 / Subtitle / Change Styles / Show Preview / Disable Ordered Styles / Options. Edit: Find / Go to / Replace / Select.</p> <p>insert (insert)</p> <p>Pages: blank page / cover page / page break.</p>		
18	3	Learn about the table menu, page numbering, insert pictures and other symbols	<p>Table : Insert Table / Draw Table / Convert Text to Table / Data Table / Excel / Quick Table / Table Styles / Draw Table Borders</p> <p>Illustrations: Image / Art Clip / Prepared Shapes / Smart Art Drawing / Diagram</p> <p>Header and footer: header / footer / page number</p> <p>Text: Text Box / Decorative Text / Word Art / Signature Line / Date & Time / Object / Equation / Symbol</p>	PowerPoint Lectures	Crat questio Daily exam
19	3	Learn about the page layout menu and all its settings	<p>Page layout)</p> <p>Attributes : Themes / Colors / Fonts / Effects</p> <p>Page Setup: Margins / Page Size / Orientation</p> <p>Page Background: Watermark / Page Color / Page Borders</p> <p>Order: Position / Bring Forward / Send to Background / Wrap Text / Align / Group / Rotate</p>	PowerPoint Lectures	Crat questio Daily exam
20		Be able to change the color and background image	<p>Page Background: Watermark / Page Color / Page Borders</p> <p>Order: Position / Bring Forward / Send to Background / Wrap Text / Align / Group / Rotate</p>	PowerPoint Lectures	Crat questio Daily exam
21	3	To learn how to insert a	Table of Contents / Add Text / Update Table	PowerPoint Lectures	Crat

		table of contents	Footnotes: Insert footnote / insert endnote / next footnote / show notes		question Daily exam
22	3	Learn how to list and manage resources	References ^{references} References and citations: Quote drawers/source management/style Captions : Caption inserts Index : Index drawers / Mark entry / Update index Mailings correspondence - Created: Envelopes / Labels Review Review - Proofreading : Spelling & Grammar / Research / Dictionary	PowerPoint Lectures	Crat question Daily exam Prepar a proje
23	3	Use distinctive features in report writing	Synonyms / Translate / Tip / Translation Screen / Set Language / Word Count Comments: New Comment / Delete / Previous/Next Tracker: Track Changes / Balloons / Final Appearance Tag / Show Tags / Revision Pane Changes: Accept/Reject/Previous/Next	PowerPoint Lectures	Crat question Daily exam Prepar a proje
24	3	Protect the document and make print settings	Protection: Protect your document View Document views: Print layout / Full screen reading / Web layout / Outline / Draft	PowerPoint Lectures	Crat question Daily exam
25	3	Identify some cofactors such as ruler and magnifying	Show and hide: ruler / gridlines / document map / thumbnail Zoom in and out: 100% / one page / two pages / page view Frame: New Frame / All Order / Split / Switch Tire Microsoft Office Word Help	PowerPoint Lectures	Crat question Daily exam
26	3	To be able to use all the	Preparing a complete project through the use of Word and	PowerPoint Lectures	Discus reports

		tools available in the program	applying all the tools and using them		
27	3	To get to know the Internet and networks	Internet Networks and their types / Forms of networks / Network protocols / Internet and its development / Internet and Internet / Fire walls	PowerPoint Lectures	Oral questions Daily exam
28		Learn how to connect to the Internet and use it	Internet Connection / Open Internet Browsing Components of Internet Window Browsing / Browser Icons / Web Addresses / Browser Usage / Change Start Page / Toolbars / Browser Closure and Internet Disconnection / History / Storage of Favorite Pages	PowerPoint Lectures	Oral questions Daily exam
29		Search Engine Recognition	Some basic Internet concepts Search engines / How to search for information on the Internet / Copy text and images to any application / Download files from the Internet / Prepare for printing / Print	PowerPoint Lectures	Oral questions Daily exam
30		To know how to use the Internet through research and memorization	A detailed report on networks, their types and ways to connect to the Internet	PowerPoint Lectures	discussion

Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily, oral, monthly, written exams, reports etc

Learning and Teaching Resources

Required textbooks (methodology, if any)	
Main references (sources)	
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

Course Description Form

1. Course Title : Human Rights and Democracy	
2. Course Code: Human Rights and Democracy	
3. Semester/Year: Annual System 2023–2024	
4. Date of preparation of this description: 2/1/2024	
5. Available Attendance Forms: Single Attendance Division	
6. Number of credit hours (total) / number of units (total): 1×30 = 30 credit hours (2) units	
7. Course administrator's name (if more than one name)	
Name: Harith Sahib Mohsen Alaleaning: kin. Harith@atu.edu.iq	

8. Course Objectives

Course Objectives

· **Providing the student through the subject of human rights to identify the political, historical and social reality in the civilizations of the ancient and medieval world and the reality of human rights in the modern era**

9. Teaching and learning strategies

Strategy

- 1- **Improving practices directed to improving student learning outcomes so that they are compatible with Iraqi, Arab and international human rights standards**
- 2- **The student learns about the principles of human rights and how to apply them in practical life and shows the most important theories and international laws in this field, and democracy aims to promote democratic culture in general in Iraq**

3- Course Structure

The week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	N1	To be able to define human rights and their objectives	Human rights, definition, objectives Human rights in ancient civilization	Lecture	Oral test

			especially the civilization of Mesopotamia			
2	N1	To be able to define human rights in heavenly laws with focus on human rights in Islam	Human rights in heavenly laws with focus on human rights in Islam	Lecture	Oral test	
3	N1	Be able to define human rights in contemporary and modern history: international recognition of human rights since World War I and the League of Nations	Human Rights in Contemporary and Modern History: International Recognition of Human Rights since World War I and the League of Nations	Lecture Brief Search	Written test	
4	N1	Be able to define regional recognition of human rights: European Convention on Human Rights 1950, American Convention on Human Rights 1961, African Charter on Human Rights 1981, Arab Charter on Human Rights 1994	Regional recognition of human rights: European Convention on Human Rights 1950, American Convention on Human Rights 1961, African Charter on Human Rights 1981, Arab Charter on Human Rights 1994	Lecture	Oral test Written test	

5	N1	Be able to define NGOs and human rights (ICRC, Amnesty International, Human Rights Watch – National Human Rights Organizations)	NGOs and human rights (ICRC, Amnesty International, Human Rights Watch – National Human Rights Organizations)	Lecture	Oral test	
6,	N1	To be able to define human rights in Ir constitutions between theory and reality	Human rights in Ir constitutions between theory and reality	Lecture Brief Search	Written test	
7	N1	Be able to define relationship between human rights and public freedoms	The relationship between human rights and public freedoms	Lecture	Oral test	
8	N1	Be able to define economic, social, cultural, civil and political human rights	Economic, social and cultural human rights and civil and political human rights	Lecture	Written test	
9	N1	Be able to define modern human rights: the right to development, the right to a clean	Modern human rights: the right to development, the right to a clean environment, the	Lecture	Oral test	

		environment, the right to solidarity, the right to religion	right to solidarity, right to religion			
10	N1	Be able to define guarantees of respect and protection of human rights at the national level, guarantees in the Constitution and laws, guarantees the principle of the rule of law Guarantees in constitutional oversight, guarantees in freedom of the press and public opinion, the role of non-governmental organizations in respecting and protecting human rights	Guarantees of respect and protection of human rights at the national level, guarantees in the Constitution and laws, guarantees in the principle of the rule of law Guarantees in constitutional oversight, guarantees in freedom of the press and public opinion, the role of non-governmental organizations in respecting and protecting human rights	Lecture Brief Search	Written test	
11	N1	Be able to define guarantees, respect and protection of human rights at the international level The role of the United Nations and its specialized	Guarantees, respect and protection of human rights at the international level The role of the United Nations and its specialized	Lecture Practical cases	Oral test	

		<p>its specialized agencies in providing guarantees</p> <p>–Role of organizations</p>	<p>agencies in providing guarantees</p> <p>The role of regional organizations (Arab League, European Union, African Union, Organization of American States, ASEAN).</p> <p>The role of international, regional non-governmental organizations and public opinion in respecting and protecting human rights</p>		
12	N1	<p>To be able to define – the general theory of freedoms: the origin of rights and freedoms, the position of the project on the declared rights and freedoms</p> <p>Use of the term public freedoms</p>	<p>–The general theory of freedoms: the origin of rights and freedoms – the position of the project on the declared rights and freedoms</p> <p>Use of the term public freedoms</p>	Lecture	Written exam
13	N1	<p>To be able to define the legal base of the</p>	<p>The legal base of the rule of law.</p>	Lecture	Oral test

		state of law.			
14	N1	Be able to define regulation of public freedoms by public authorities	Regulation of public freedoms by public authorities	Lecture	Written test
15	N1	To be able to define equality: the historical development of the concept of equality The modern development of the idea of equality –Gender equality – Equality between individuals according to their beliefs and race	Equality: the historical development of the concept of equality The modern development of the idea of equality –Gender equality – Equality between individuals according to their beliefs and race	Lecture	Oral test
16	N1	To be able to define democracy, its definition, its type	Democracy, its definition, its types	Lecture	Oral test
17	N1	To be able to define the concepts of democracy	Concepts of democracy	Lecture	Written test
18	N1	To be able to define democracy in the third year	Democracy in the third year	Lecture	Oral test

19	N1	To be able to define the world's democratic system	Democracies in the world	Lecture	Written test	
20	N1	To be able to define the concept of freedoms, classify public freedoms	The concept of freedoms, classification of public freedoms	Lecture	Oral test	
21	N1	To be able to define fundamental freedoms, intellectual freedoms, economic and social freedoms	Fundamental freedoms, intellectual freedoms, economic and social freedoms	Lecture	Oral test	
22	N1	To be able to define the freedom of security and a sense of reassurance Freedom to go and come back	Freedom of security and a sense of security Freedom to go and come back	Lecture	Written test	
23	N1	Be able to define freedom of education Freedom of the press Freedom of assembly	Freedom of education Freedom of the press Freedom of assembly	Lecture	Oral test	
24	N1	Be able to define	Freedom of	Lecture	Oral test	

		freedom of association Freedom of action	association Freedom of action			
25	N1	Freedom of trade and industry	Right of ownership	Lecture	Oral test	
26	N1	To be able to define women's freedom	Freedom of trade and industry	Lecture	Written test	
27	N1	To be able to define political parties and public freedoms	Women's freedom	Lecture	Oral test	
28	N1	To be able to define scientific and technical progress and public freedoms	Political Parties and Public Freedoms	Lecture	Written test	
29	N1	To be able to define the future of public freedoms	Scientific and technical progress and public freedoms	Lecture	Oral test	
30	N1	To be able to define the future of public freedoms	The future of public freedoms	Lecture	Written test	
4. Course Evaluation						
Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily, oral, monthly, written exams, reports etc						

5- Learning and teaching resources	
Required textbooks (methodology, if any)	There is no methodological book
Main references (sources)	1- Introduction to human rights education in Iraq, Jawad Kazem Shehata, Najaf, 2007
Recommended books and references (scientific journals, reports...)	1- Human rights between theory and practice, Dr. Ali Al-Shukri, Cairo 2009, democracy, Islam and the Iraqi experience, Jawad Kazem Shehata, 2009, in addition to lectures from various websites 2- Educational bag
Electronic References, Websites	1- Introductory videos on human rights and democracy

Course Description Form

Course Name
English Language
Course Code
Semester/Year
23/2024
Date of preparation of this description
10/02/2024

Available Attendance Forms
Education Hall
Number of credit hours (total) / number of units (total)
Number of Hours: Theory 1
Course administrator's name (if more than one name)
Name: Eng. Sattar Jabbar Science L A Leaning: jebbarsettar@gmail.com

Course Objectives

Course Objectives	changing the student general English grammar using it correctly
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Teaching and learning strategies

Strategy	<ul style="list-style-type: none"> Review Strategy Student Cooperation Strategy Brainstorming strategy Repetition Strategy the strategy of explaining the topic in more than one way
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Course Structure

The week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	1	the student learns how to ask about the name of a person and answer what's your name?	Unit one What's your name? translation	<ul style="list-style-type: none"> Explanation ictures with examples blackboard and book 	<ul style="list-style-type: none"> Questions writing picture and a quick exam
		the student learns how to use English sentences/English every day	=	<ul style="list-style-type: none"> Explanation ictures with examples blackboard and book 	<ul style="list-style-type: none"> Questions writing picture
		the student learns	UNIT TWO	Explanation	Questions

		names countries and people which country are you from? Read/Listen	countries/ where do you come from?/ Reading/listening	pictures with examples blackboard text book	writing picture do a quick exam
			translation/ everyday language	explanation pictures with examples blackboard text book	questions writing picture
		the student learns names functions/negations/ what they are and why?	unit three verbs/ negative / what's your job?	explanation pictures with examples blackboard text book	questions writing picture do a quick exam

			translation/ reading/ everyday English	explanation pictures with examples blackboard text book	questions writing picture do a quick exam
		the student learns the name/ ownership/ vocabulary	unit four/ the family/ possessive's/ vocabulary	explanation pictures with examples blackboard text book	questions writing picture do a quick exam
			have & has/ translation / reading / everyday English	explanation pictures with examples the board text book	questions writing picture do a quick exam
		the student learns the names sports , Food and drinking	unit five/ sports, food and drinks	explanation pictures with examples the board text book	questions writing picture
10			translation/ vocabulary/ pronunciation	explanation pictures with examples the board	questions writing picture

				l ok	
			riting / rite out yourself		
		e student rns ne/Questions d negation	it six e time / estions & gative	planation tures th examples the board l ok	estions ring cture
			anslation/ cabulary/ eryday glish	planation tures th examples the board l ok	estions ring cture
		e student rns gnal names estion ords d its uses	it seven is & that/ estions ords/ nslation	planation tures th examples the board l ok	estions ring cture
			ading/ eryday glish	planation tures th examples the board l ok	estions ring cture
		e student rns mes om Parts / rniture/ epositions	it eight oms & rniture/ eposition	planation tures th examples the board l ok	estions ring cture
			ading / anslation	planation tures th examples the board l ok	estions ring cture
		e student rns	it nine ying years/	planation tures	estions ring

		by Years/ writing born d rn	as & were rn writing	th examples the board d ok	cture
			anslation / eryday glish	planation tures th examples the board d ok	estions ring cture
		rite about pes of nditions	riting rite about e types of verbs	planation tures th examples the board d ok	estions ring cture
		e student rns estions and gation anslation	it ten estions & gative / anslation	planation tures th examples blackboard d book	estions ring cture
			cabulary / ading	planation tures th examples the board d ok	estions ring cture
		e student rns tivities/ n and can't	it eleven tivities / n & can't / anslation	planation tures th examples the board d ok	estions ring cture
			eryday glish	planation tures th examples the board d ok	estions ring cture
		e student rns eak in	it twelve restaurant	planation tures th examples	estions ring cture

		staurant		the board l ok	
			anslation / ading	planation tures th examples the board l ok	estions ring cture
		ading and anslation	it thirteen anslation/ ading	planation tures th examples the board l ok	estions ring cture
		cabulary	cabulary / eryday glish	planation tures th examples the board l ok	estions ring cture
		stening & anslating	it fourteen stening / anslation	planation tures th examples the board l ok	estions ring cture
		ading and sten	ading & stening	planation tures th examples the board l ok	estions ring cture

Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily, oral, monthly, written exams, reports etc

Learning and Teaching Resources

quired textbooks (methodology, if any)	adway beginner
n references (sources)	headway beginner & per intermediate
Recommended books and references (scientific journals, reports...)	glish file

Second stage

Course Description Form

23. Course Name: **Planning storages & Monetoring**

24. Course Code: **Planning storages & Monetoring**

25. Semester / Year: Annual system 2023/2024

26. Description Preparation Date: 15/2/2024

27. Available Attendance Forms:

28. Number of Credit Hours (Total) / Number of Units (Total) 5*30= 150 hours/ 8*30= alone

29. Course administrator's name (mention all, if more than one name)

Name: dhulfiqar Hassan alwan

Email: dhulfiqar.alwan@atu.edu.iq

30. Course Objectives

Course Objectives

- Introducing the student to the basic concepts storage control and enabling him to use scient methods to control storage.....

31. Teaching and Learning Strategies

Strategy

- 1- Improving practices directed at improving student learning outcomes that they are consistent with acceptable standards in the academic a professional field of the department.
- 2- Using information and communications technology to improve the qual of education.
- 3- Develop a policy to evaluate and review the degree of compliance academic programs with providing students with skills consistent with go practice for the profession in which they will work after graduation.

32. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	(M2+M3) each week	To be able to define the concept of storage at the level of the organization and the national economy and identify the reasons for maintaining storage	The concept and importance of inventory	lecture	oral test
2	(M2+M3) each week	To be able to define the concept, importance and benefits of storage planning and identify the factors affecting storage planning	Material storage strategies	Lecture	oral test
	(M2+M3) each week	To be able to define the concept and importance of warehouse control and identify the tools for warehouse control	The concept and importance of inventory control	lecture	oral test
	(M2+M3) each week	To be able to introduce the basic concepts in inventory planning areas.	Storage costs	lecture	oral test
5-6	(M2+M3) each week	To be able to define quantitative methods for controlling inventory in regular consumption cases - and to identify types of inventory	Quantitative methods for controlling inventory in regular consumption cases	Lecture	oral test
7-8	(M2+M3) each week	We will be able to define the economic batch size and recognize the methods used to determine the optimal purchase batch	Economic order quantity system	lecture	oral test

		size.			
	(M2+M3) each week	To be able to define storage costs and the methods used to determine storage costs	Cost Annual quantity inventory	lecture	oral test
10-11	(M2+M3) each week	To be able to define warehousing quality and the importance of applying modern quality systems and to become familiar with warehousing systems	Quality and storage systems	Lecture	oral test
12-13	(M2+M3) each week	To be able to define quality and inspection and know practical cases and examples of the costs quality and inspection Iraq and the world	Quality and inspection costs	lecture	oral test
	(M2+M3) each week	To be able to define what is meant by storage levels and determine storage levels according to a mathematical equation	Storage levels	lecture	oral test
15	(M2+M3) each week	We will be able to define storage according to irregular consumption	Controlling inventory irregular consumption cases	Lecture	oral test
16	(M2+M3) each week	We will be able to define storage according to irregular consumption	Controlling inventory irregular consumption cases	lecture	oral test
17-18	(M2+M3) each week	To be able to define what is meant by supply fluctuations and how to use the supply fluctuations positive reserve - and determine the causes of supply fluctuations.	Reserve storage to meet supply fluctuations	lecture	oral test
19-20	(M2+M3) each week	We will be able to find the reserve stock using the probability model and identify missing sales	Determine the reserve stock using the probability	Lecture	oral test

			model		
21 22 23	(M2+M3) each week	Be able to define the material requirements planning system - know as the material requirements planning (MRP) system.	Material requirements planning (MRP) system	lecture	oral test
24 25	(M2+M3) each week	To be able to know what spare parts are meant for, understand how to plan spare parts, and know the difficulties encountered in planning spare parts.	Control of spare parts	lecture	oral test
27	(M2+M3) each week	He will be able to define what is meant by production waste and explain the approved methods for disposing production waste.	Controlling production residues and waste	Lecture	oral test
28 29	(M2+M3) each week	To be able to define what is meant by a cash budget and the types of budgets	Cash budget	lecture	oral test
30	(M2+M3) each week	To be able to use the automated control system and how to use the calculator to control the storage	Cash budget	lecture	oral test

33. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

34. Learning and Teaching Resources

Required textbooks (curricular books, if any)	<p>Issa, Siwar Al-Dahab Ahmed, & Isma Zaki Makki. (2006). Production and operations management. Purchasing Management, Ghane Fenjan Musa, 2000</p> <p>Bassiouni Jumaa, R., Ramzi, & Mustafa Mohamed Rashid. (2011). Study of the effect of packaging materials, storage conditions, varieties and extraction</p>
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	methods on the quality of hibiscus seed extract. Alexandria Journal for Scientific Exchange, 32(APRIL-JUNE), 130-139.
Main references (sources)	
Recommended books and references (scientific journals, reports...)	Muhammad Al-Ashmawy, & Dar Yazouri for Publishing and Distribution (2011). Industrial cost system: (measurement and control purpose Yazouri Group for Publication and Distribution
Electronic References, Websites	https://youtu.be/2F-x0wphx4g?si=GddtSf8Vvn2-00fM https://youtu.be/g96MAGpuusk?si=927HkEHeOfWVTrrG https://youtu.be/BXj2yTxK3oc?si=xJnGY4E4NldwvMPO

Course Description Form

1. Course Name:	Marketing Management
2. Course Code:	: Marketing Management
3.Semester / Year:	2023/2024
4.Description Preparation Date:	15/2/2024
5.Available Attendance Forms	: One section attendance
6.Number of Credit Hours (Total) / Number of Units (Total)	4*30=120 hours/8*30=240 units
7.Course administrator's name (mention all, if more than one name)	

Name: Ameera Khudair Kazem Email: kin.amr@atu.edu.iq

8.Course Objectives

Course Objectives	<p>1 – Developing the performance efficiency of professional cadres</p> <p>2– Identifying strengths and weaknesses in the administrative field</p> <p>3– Determine how to follow modern methods in the field marketing.</p>
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9.Teaching and Learning Strategies

Strategy	<p>1- Improving practices directed at improving student learning outcomes so that they are consistent with acceptable standards in the academic and professional field of the department.</p> <p>2-Using information and communications technology to improve the quality of education.</p> <p>3- Develop a policy to evaluate and review the degree compliance of academic programs with providing students with skills consistent with good practice for the profession which they will work after graduation.</p>
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10.Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	(2 Theoretical +2 practical) for each week	an yakun qadran eala taerif nazrat shumuliati limafhum altaswiq	A comprehensive view of the marketing concept	Lecture	oral test A written test
2	(2 Theoretical +2 practical) for each week	To be able to define the concept of the marketing mix and its elements - product - price - place - promotion)	The concept of marketing mix	Lecture	oral test A written test
3	(2 Theoretical +2 practical) for each week	To be able to define the marketing environment - the internal environment - the external environment	Marketing environment - internal environment - external environment	Lecture	oral test A written test
4	(2 Theoretical +2 practical) for each week	To be able to define consumer behavior - purchasing decisions - factors affecting the purchasing decision - types of purchasing decisions - steps of decision making	Consumer behavior - purchasing decisions - factors affecting the purchasing decision - types of purchasing decisions - steps of decision making - and motivations for	Lecture	oral test A written test

			purchasing		
5-6	(2 Theoretical +2 practical) for each week	To be able to define market division - the concept of the market - types of markets - choosing the market target - the foundations of market division - sales forecasting.	Market division - market concept - types of markets - choosing the market target - foundations of market division - sales forecasting	Lecture	oral test A written test
7-8	(2 Theoretical +2 practical) for each week	To be able to define the product - what is meant by the product - the product mix - product classifications - the product life cycle - steps to innovate the product - the mental status of the products, developing the goods - the reasons for the failure of new goods - the reasons for developing new goods - the components of the commodity - the useful life of the commodity.	Product - what is meant by the product - product mix - product classifications - product life cycle - steps to innovate the product - mental status of products, development of goods - reasons for the failure of new goods - reasons for developing new goods - components of the commodity - useful life of the commodity.	Lecture	oral test A written test
9	(2 Theoretical +2 practical) for each week	To be able to define packaging - the concept of packaging - standards for effective packaging - product identification - excellence.	Packaging - packaging concept - effective packaging standards - product identification - excellence	Lecture	oral test A written test
10-11	(2 Theoretical +2 practical) for each week	To be able to define 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.	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	Lecture	oral test A written test
12	(2 Theoretical +2 practical) for each week	To be able to define wholesale trade - the concept of marketing establishments - the activities of marketing establishments - the classification of	Wholesale trade - the concept of marketing establishments - the activities of marketing establishments - the classification of wholesale trade.	Lecture	oral test A written test

		wholesale trade.			
13	(2 Theoretical +2 practical) for each week	To be able to define retail trade - the nature and importance of retail trade - huge stores - retail trade without stores - new features in retail trade	Retail trade - the nature and importance of retail trade - huge stores - retail trade without stores - new features in retail trade	Lecture	oral test A written test
14-15	(2 Theoretical +2 practical) for each week	To be able to define n. To be able to define physical distribution - physical distribution activities - transportation - storage control - material handling - ordering procedures	Physical distribution - physical distribution activities - transportation - storage control - material handling - ordering procedures	Lecture	oral test A written test
16	(2 Theoretical +2 practical) for each week	To be able to define marketing communications (promotion) - communication procedures - the promotional mix - factors affecting the composition of the promotional mix	Marketing communications (promotion) - communication procedures - promotional mix - factors affecting the composition of the promotional mix	Lecture	oral test A written test
17-18	(2 Theoretical +2 practical) for each week	To be able to define advertising - the importance of advertising - the objectives of using advertising - means of disseminating advertisements - advertising campaigns.	Advertising - The importance of advertising - Objectives of using advertising - Means of disseminating advertisements - Advertising campaigns	Lecture	oral test A written test
19	(2 Theoretical +2 practical) for each week	To be able to define sales activation - the nature and use of the concept of sales activation - forms of sales activation - publication	Sales activation - the nature and use of the concept of sales activation - forms of sales activation – publication	Lecture	oral test A written test
20	(2 Theoretical +2 practical) for each week	To be able to define personal selling - the concept - personal selling procedures - sales force management	Personal selling - concept - personal selling procedures - sales force management	Lecture	oral test A written test
21-22	(2 Theoretical +2 practical) for each week	To be able to define pricing - pricing objectives - factors affecting pricing	Pricing - pricing objectives - factors affecting pricing decisions	Lecture	oral test A written test

		decisions			
23	(2 Theoretical +2 practical) for each week	To be able to define service marketing - the concept of service and its importance - characteristics (forms) of services - conditions associated with the service industry - the marketing mix for the service	Marketing of services - the concept of service and its importance - characteristics (forms) of services - conditions associated with the service industry - marketing mix for the service	Lecture	oral test A written test
24-25	(2 Theoretical +2 practical) for each week	To be able to define the marketing information system and marketing research - the concept of the marketing information system, the benefits of adopting the marketing information system, the components of the marketing information system, the concept of marketing research, marketing research design, the general classification of marketing research design, steps for conducting marketing research)	Marketing information system and marketing research - the concept of the marketing information system, benefits from adopting the marketing information system, components of the marketing information system, the concept of marketing research, marketing research design, general classification of marketing research design, steps for conducting marketing research)	Lecture	oral test A written test
26	(2 Theoretical +2 practical) for each week	To be able to define the marketing strategy and control it - the requirements of the marketing strategy - the procedures of the marketing strategy - evaluate the performance of the marketing strategy.	Marketing strategy and its control - requirements of the marketing strategy - procedures of the marketing strategy - evaluation of the performance of the marketing strategy	Lecture	oral test A written test
27	(2 Theoretical +2 practical) for each week	To be able to define marketing in non-profit organizations - the concept - the goals of non-profit organizations / the strategy of non-profit organizations	Marketing in non-profit organizations - concept - goals of non-profit organizations / strategy of non-profit organizations	Lecture	oral test A written test
28	(2 Theoretical +2 practical) for each week	To be able to define direct marketing - the meaning of direct marketing - the	Direct marketing - the meaning of direct marketing - characteristics of	Lecture	oral test A written test

		characteristics of direct marketing - means of communication	direct marketing - means of communication		
29	(2 Theoretical +2 practical) for each week	To be able to define the social and ethical considerations of marketing - the concept of marketing ethics	Social and ethical considerations of marketing - the concept of marketing ethics	Lecture	oral test A written test
30	(2 Theoretical +2 practical) for each week	To be able to define (green marketing) (the concept, the green consumer, dimensions of green marketing, the green marketing mix, the internal and external marketing mix, the results achieved from green marketing)	(Green marketing) (the concept, the green consumer, dimensions of green marketing, the green marketing mix, the internal and external marketing mix, the results achieved from green marketing)	Lecture	oral test A written test

11.Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	Nothing
Main references (sources)	1-Al-Duwaih Ji, Abi Saeed, "Marketing Management", (1999), Baghdad. 2- Al-Taie, Hamid and others, "Modern Marketing is a Comprehensive Approach 2010, Al-Yazurdi, Amman - Jordan. 3-Suwaidan, Nizam Musa and Haddad, Shafiq Ibrahim, "Marketing Contemporary Concepts" (2006), Al-Hamid Press, Amman - Jordan.
Recommended books and references (scientific journals, reports...)	1-Jalab, Ihsan Dahesh and Al-Abadi, Hashem Fawzi, "Marketing according to philosophical and cognitive perspective" (2010), Al-Warraaq, Amman-Jordan.
Electronic References, Websites	https://youtu.be/Zdj_vDtBJ_c https://youtu.be/uN9T8gge7_w https://youtu.be/6RFLsO5MYvQ https://youtu.be/IFzXorLXqKY

	https://youtu.be/CuR30P0MJt8 https://youtu.be/CuR30P0MJt8 https://youtu.be/qFx3uiVBniM https://youtu.be/teVnbhoPvak https://youtu.be/DhZ0grZqcYQ https://youtu.be/cTPYtDJaMuA https://youtu.be/E3s0xKpDEos
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Course description form

Inventory accounting : Course name .1	
Inventory accounting : code Course .2	
Annual system 2023/2024 : Year /Semester .3	
is 2/20/2024 description was prepared The date this .4	
Attendance , one division :Available forms of attendance .5	
hours/10*30=300 150=30*5 (Number of study hours (total)/number of units (total units) .6	
(if more than one name is mentioned) Name of the course administrator .7 karrar.ridha@atu.edu.iq :Aimel - Name: M. M. Karrar Muhammad Redha Al	
objectives Course .8	
Developing the performance efficiency of - 1 professional cadres Identifying strengths and weaknesses in the - 2 administrative field Determine how to follow modern methods in the - 3 .of accounts within warehouses field Study specialized accounting methods in their -4 applied fields Controlling the movement of materials within -5 warehouses in terms of quantity and value and necessary information for inventory providing the	Objectives of the study subject

planning

Teaching and learning strategies .9

**Improving practices directed at improving student learning outcomes so that they are -1 e strategy
of the department consistent with accepted standards in the academic and professional field
. Using information and communications technology to improve the quality of education-2
velop a policy to evaluate and review the degree of academic programs' compliance with -3
icegood pract providing students with skills consistent with
For the profession they will work in after graduation**

Course structure .10

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
oral test	lecture	<p>Basic concepts in Warehouse accounting warehouse / accounting procedures in material / Inventory control store accounts</p> <p>With relationship Others in departments the organization (they can be replaced with s forms or drawing whose purpose is to simplify and facilitate information while preserving its general (content</p>	To be able to define the basic concepts of accounting and inventory accounting	M2+M3)) for each week	1
oral test	lecture Brief search	<p>Procurement cycle and purchasing local / procedures purchases / accounting treatment for local purchases</p>	To be able to the define local concept of procurement and purchasing	M2+M3)) for each week	2
A written test	lecture	<p>Foreign purchases documentary) credit)/definition of / Documentary credits accounting treatment of credits / Documentary general conditions for Documentary credits / documents obligations / responsibilities arising</p>	To be able to define documentary credit and recognize the restrictions related to documentary credit	M2+M3)) for each week	3

		from the emergence of the accreditation			
oral test A written test	lecture	Documents related to credits (insurance shipping –documents –documents –commercial lists other documents) / practical procedures for opening credit / credit insurances and expenses for opening credit, insurance fees .for credit	To be able to define the insurance the – document shipping – document commercial other – lists documents related to documentary identify – credit the types of .credit banks	M2+M3)) for each week	4
oral test A written test	lecture	Correspondents' currencies, telegram and telex fees, credit extension expenses, guarantee fees, and interest/closing a documentary credit/closing goods by way of shipment	To be able to identify correspondents' the – currencies costs of extending the closing – credit and – the credit closing goods for shipment	M2+M3)) for each week	5
written A test	lecture Brief search	Goods received in an incorrect condition / damaged / lost / units violating specifications / parties responsible for damage, loss and violating specifications / accounting treatment for damage, loss and violating units	To be able to identify the goods received in an improper the – condition parties responsible for loss and damage and those that violate – specifications	M2+M3)) for each week	7– 6

		specifications	accounting For treatment damage, loss or violation of specifications		
oral test	lecture	Common expenses/purchase commission/exchange commission/postage , expenses And telephone / insurance expenses / customs duties / flooring expenses / transportation .expenses	To be able to define common - expenses purchase - commission exchange - commission postal and telephone - expenses insurance - expenses customs duties flooring - - expenses transportation expenses	M2+M3)) for each week	8
A written test	lecture	Distribution of joint expenses for a number of materials and one shipment / Distribution of expenses for a number of materials and several shipments	To be able to define the of distribution common expenses	M2+M3)) for each week	9
oral test	lecture	Documents and / Warehouse records warehouse receipt documents / warehouse issue document / materials return document / materials transfer	To be able to identify documents and warehouse records	M2+M3)) for each week	10

		document / warehouse record / warehouse ledger record			
A written test	lecture	officialis Materials Outgoing/methods of pricing outgoing materials/pricing based on actual cost First in, first out method	To be able to define outgoing inventory the – materials the – actual cost –in, first–first out method	M2+M3)) for each week	11
A written test	lecture	out –in, first–The last method, how to record it, and its accounting treatment	To be able to –define the last out –in, first method	M2+M3)) for each week	12
A written test	lecture	rate The simple method, how to record it, and its accounting treatment	To be able to define the simple rate method	M2+M3)) for each week	13
A written test	lecture	The weighted average method, how to record it, and its accounting treatment	To be able to define the weighted average method	M2+M3)) for each week	14
oral test	lecture	Pricing method based on estimated cost/comparison between accounting In officinalis systems business organizations	To be able to define the – estimated cost warehouse accounting systems	M2+M3)) for each week	15
A written test	lecture	The administrative price method upon how to record , receipt it, and its accounting treatment	To be able to define the administrative price method	M2+M3)) for each week	16
oral test	lecture	Comparison of systems (methods) of pricing/disclosure analysis of issued	To be able to define pricing and methods analyze issued	M2+M3)) for each week	17

		materials	materials		
al testor	lecture	officialis Materials Return/its concept/pricing of returned materials/original cost method/market price method upon estimation –return/re method, accounting treatment for returned .materials	To be able to define returned inventory – materials pricing returned – materials original cost – method market price method upon –re – return estimation method	M2+M3)) for each week	18
oral test	lecture	Inventory / concept of inventory / types of inventory / periodic inventory / periodic / inventory procedures continuous inventory / Inventory advantages / Continuous continuous inventory procedures	To be able to define inventory and – its types periodic – inventory continuous – inventory advantages of inventory	M2+M3)) for each week	19
oral test	lecture	Surprise inventory/inventory list/inventory differences accounting treatment / of inventory differences	To be able to define surprise – inventory – inventory list inventory discrepancies	M2+M3)) for each week	-20 21
oral test	lecture	Basis for estimating materials consumed and returned to stores/inventory turnover rate and its role in material	To be able to define consumable and returned –materials inventory	M2+M3)) for each week	22

		officialis control	- turnover rate control inventory materials		
A written test	lecture	Raw materials turnover rate Turnover rate of goods in progress/turnover rate of finished goods	To be able to define the turnover rate of - raw materials turnover the -rate of in progress and finished goods	M2+M3)) for each week	23
oral test	lecture Brief search	The unified accounting system / the concept of the unified accounting system / the objectives of the unified accounting system / unified accounting the guide / general rules in preparing the guide	To be able to define the unified accounting the - system objectives of the accounting the - system unified accounting the - guide general rules of the unified accounting guide	M2+M3)) for each week	24
oral test	lecture	Division of the guide accounts/explanation of the accounting accounts guide	To be able to define the accounts of the unified accounting guide	M2+M3)) for each week	25
A written test	lecture	Accounting treatment officialis of materials Contained in the unified accounting system/double entry	To be able to define the warehouse materials mentioned in	M2+M3)) for each week	26

		theory	the – the guide theory of double entry in the guide		
oral test	lecture	principle following Accounts / Accrual Payable / Merchandise Supplies Accounts / Local Purchases	To be able to define the principle of – accrual accounts – payable commodity local – supplies purchases in the guide	M2+M3)) for each week	27
A written test	lecture	External purchasing/accounting treatment of issued materials according to the unified accounting system	To be able to define external purchases in the accounting manual	M2+M3)) for each week	28
oral test	lecture	Diaries and records used for inventory in the unified accounting system/purchases journal/inventory export journal	To be able to define the records used in the accounting the – system purchases the – journal warehouse export journal	M2+M3)) for each week	29
oral test	lecture	Record the warehouse in the unified ledger accounting guide	To be able to define the warehouse ledger record	M2+M3)) for each week	30

Course evaluation .11	
out of 100 according to the tasks assigned to the student, Distribution of the grade .such as daily preparation, daily, oral, monthly, written exams, reports, etc	
Learning and teaching resources .12	
Nothing	quired textbooks

	(methodology, if any)
Abdel Qader, Muhammad Abbas, “Inventory - (Accounting” (1988 Kutub for Printing and Publishing, -Dar Al University of Mosul, Iraq	(Main references (sources
-Al Jalili, et al., “Accounting” (2000), Dar-Al - Kutub for Printing and Publishing, University of .Mosul, Iraq	Recommended supporting books and references scientific journals,) (...reports
https://youtu.be/L_YzBiZelkY?si=zlxngdGAa-gBSk2f https://youtu.be/TgwPtE8Clpo?si=n67wNmIHpZNpB6JM	tronic references, Internet sites

Course Description Form

1. Course Name: Application of Storage systems
2. Course Code: Application of Storage systems
3. Semester / Year: Annual system 2023-2024
4. Description Preparation Date: 2024/1/2
5. Available Attendance Forms: One division in attendance
6. Number of Credit Hours (Total) / Number of Units (Total) 3*30=90 hours/6 credit units
7. Course administrator's name (mention all, if more than one name)
Name: M.M. Alyaa Mejbil Aziz Email: alyaa.mejbil.iku@atu.edu.iq
Name: Ayat Abdul Redha Baqir Email: ayat.baqir.iku@atu.edu.iq
8. Course Objectives

Course Objectives	<ul style="list-style-type: none"> • Providing the student with the correct scientific and technical concepts and methods in the applications of warehouse systems and their importance determining how to follow modern methods through explaining the AI-AI program. • Acquiring administrative skills in the field of accounting system management information systems, banking transactions and electronic commerce.
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9. Teaching and Learning Strategies

Strategy	<p>1- Improving practices directed at improving student learning outcomes so that they are consistent with accepted standards in the academic and professional field of the department.</p> <p>2- Using information and communications technology to improve the quality of education.</p> <p>3- Develop a policy to evaluate and review the degree of fulfillment of academic programs in providing students with skills consistent with good practice for the profession in which they will work after graduation.</p>
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10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method

11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	There is no methodological book
Main references (sources)	-Ghanem Finjan Musa and Raad Razaq Estefan, Warehouse Management, D Al-Kutub Printing House, 2nd edition, University of Mosul.

	<p>2-Dia Abdel Hussein Al-Qamoussi and Adnan Abdel Hamid Al-Hadithi, Principles of Accounting, Dar Al-Talab Press, Baghdad.</p> <p>3- Ziad Hashim Al-Saqqa and Qasim Mohsen Al-Hubaiti, Accounting Information Systems, 2016</p>
Recommended books and references (scientific journals, reports...)	<p>1--Educational bag</p> <p>2- A scientific paper on recent reports warehouse systems applications</p> <p>3- Nawal Abdul Karim Al-Ashh, electronic commerce, 2015.</p>
Electronic References, Websites	