

Ministry of Higher Education and Scientific Research

Scientific Supervision and Evaluation Authority

Quality Assurance and Academic Accreditation Department

Academic Program Description Form for Colleges and Institute

University: Warith Al-Anbia University

College/Institute: College of Administration and Economics

Scientific Department: Department of Accounting

Date of filling out the file: 1/1/2025

Signature:

Signature:

Name of Department Head:

Name of Department Head:

ScientificAssistant

ScientificAssistant:

Date:

Date:

Subject teacher: Asst. Lect. Farah Saadoun Abdul Burhan

The file was reviewed by

Quality Assurance and University Performance Division

Name of Director of Quality Assurance and University Performance

Division:

Date:

Signature:

Approval of the Dean

Course Description Form

This course description provides a concise summary of the main characteristics of the course and the learning outcomes expected of the student, demonstrating whether he has made the most of the learning opportunities available and must be linked to the programme description.

1- Educational institution	Warith Al-Anbiya University - College of Administration and Economics
2- Academic department/center	Accounting
3- Course name/code	Principles of management
4- Available forms of attendance	Direct attendance in the classroom
5- Semester/year	2024-2025
6- Number of study hours	45 hours
7- Date of preparation of the description	1-3 - 2025

8-Course objectives

The course aims to:

1. Providing students with the skills to practice management in all sectors and using modern administrative methods, while developing and enhancing the intellectual and creative skills of business administration students, which contributes to achieving the desired goals in entrepreneurship.
2. Preparing graduates with a university degree in the field of accounting who are competent to serve all sectors, according to what they received in their university study courses.
3. Providing students with the necessary experience to make administrative decisions and solve problems through knowledge of the

basic principles of administrative organization and information systems management.

4. Seeking to update and develop curricula and make them compatible with the requirements of all sectors to meet all needs of the outputs of the Business Administration Department.

9-Course Outcomes

Cognitive objectives -1

The student should be familiar with the basic principles of .administrative organization

The student should be familiar with the most important functions of the manager, represented by leadership, motivational guidance, incentives, and administrative control

The student should be familiar with how the institution can be managed in light of all variables and the dynamic environment in particular, through familiarity with the functions of business organizations represented by (production management, marketing management, financial management, human resources management).

The student should be familiar with how to manage information and .knowledge systems

B - Course specific skill objectives

Making the outputs of the Business Administration Department capable of planning, organizing, and decision-making in an environment of uncertainty, where the only constant is change

Giving the student the skills that enable him to employ what he has learned in practical life

The student should be an active element in society and able to lead individuals and manage the tasks assigned to him

10- Student evaluation

Students are assessed through a variety of methods, such as written exams, oral exams, homework, and class participation

2. Students are assessed on their listening, speaking, reading, and writing skills, as well as their knowledge of vocabulary and grammar.

11- Teaching methods

A: Evaluation methods

Daily evaluation, semester evaluation, monthly evaluation, daily attendance, monthly reports

B: Teaching and learning methods

Lectures - Datashow

C: Evaluation methods

Daily evaluation, semester evaluation, final evaluation, presentation, daily attendance

12- Learning and teaching resources

Principles of Management and Focus on Business Administration / Khalil Al-Shamaa 1990

Principles of Business Administration / Written by Dr. Saad Ali Al-Anzi 2016

13- Course Structure

Week	Hours	Required Learning Outcomes	Teaching Method	Assessment Method
1	3	The nature of management and the development of its thought and environment	lecture	lecture
2	3	The tasks of the manager, management is a science and an art	lecture	lecture

3	3	Class assignment	lecture	lecture
4	3	Home assignment	lecture	lecture
5	3	First exam	lecture	quiz
6	3	Management and its environment	lecture	lecture
7	3	Midterm exam	exam	exam
8	3	Investigation of the boundaries of the organization	lecture	lecture
9	3	Organizational goals	lecture	lecture
10	3	Second exam	lecture	quiz
11	3	Home assignment 2	lecture	lecture
12	3	Class assignment	lecture	lecture
13	3	Report	lecture	lecture
14	3	Introductions to planning and situational planning	lecture	lecture
15	3	Final exam	exam	exam

14-Curriculum development plan

Conducting workshops and seminars on an ongoing basis to introduce - new ideas and contemporary concepts within the administrative .specialization

- Conducting periodic seminars to hone students' skills and provide them with the necessary skills to meet the requirements of the business environment.

Asst. Lect. Farah Saadoun Abdul Burhan
Principles of Management teacher
Warith Al-Anbiya University / College of Administration
and Economics
Accounting Department
2025-2024