

*Business
Administration
Department*



Description of the academic program and
course

**For the Department of Business
Administration the First/Second Course**

For the Academic Year

2026-2025

وزارة التعليم العالي والبحث العلمي

جهاز الإشراف والتقويم العلمي

دائرة ضمان الجودة والاعتماد الأكاديمي

قسم الاعتماد الدولي

وصف البرنامج الأكاديمي والمقرر الدراسي لقسم إدارة الأعمال

للعام الدراسي 2025 - 2026

الكلية / المعهد: كلية العراق الجامعة

القسم العلمي: إدارة الأعمال

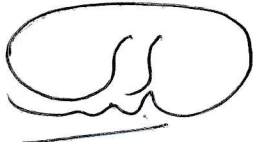
اسم البرنامج الأكاديمي او المهني: بكالوريوس إدارة الأعمال

اسم الشهادة النهائية: بكالوريوس في إدارة الأعمال

النظام الدراسي: بولونيا

تاريخ اعداد الوصف: 2026/6/1

تاريخ ملئ الملف: 2026/6/20



ا.د. جاسم محمد سلمان

العميد

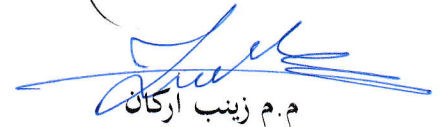


ا.د. زكي عبد الله

معاون العميد للشؤون العلمية



رئيس قسم إدارة الأعمال



مسؤول ضمان الجودة وتقييم الأداء

Academic Program Description Form

Program Vision

The Department of Business Administration seeks scientific and academic excellence through the development of scientific research, knowledge production, and meeting the needs of the labor market, and works to provide an integrated path for its students and professors through its scientific, research, and administrative activities, to make them active and creative in serving the community

Program Mission

Prepare graduates with knowledge and skills in the field of business administration to meet the needs of the labor market by enhancing the educational and research environment and serving the community.

1. Teaching Institution	Iraq University College
2. University Department/Centre	Business Administration
3. Programme Title	Bachelor's degree (BA) – Business Administration
4. Title of Final Award	Bachelor's Business Administration
5. Modes of Attendance offered	Bologna System
6. Accreditation	Program Accreditation of the Ministry of Higher Education and Scientific Research
7. Other external influences	Ministry Standards / Development and Development Courses for Students / Summer Training / Field Visits / Scientific Consultancy
8. Date of production/revision of this specification	2026/6/20

9. Objectives of the Academic Program:

The department seeks to develop highly qualified administrative cadres that enhance the chances of success by relying on the basic competencies of the department and providing high-quality academic programs that are in line with the Iraqi business environment and its continuous changes, therefore, the department aims to do the following:

- 1- Improving performance and success rates while maintaining a good scientific level
- 2- Developing the curricula of primary and postgraduate studies in line with the curricula of the prestigious universities
- 3- Promoting the culture of scientific research in accordance with the research directions of the university and in a way that contributes to creating a culture for the public and private sectors.
- 4- Graduating students with the necessary knowledge, skills, and values in business administration to meet the requirements of the labor market

10. Required Learning Outcomes and Methods of Teaching, Learning and Assessment

A. Cognitive Objectives:

1. Enabling students to know and understand the basics of management science with its variables and its various branches.
2. Equip students with the skills needed to work in managerial professions, such as the use of information technology systems and quantitative methods in the field of business administration.
3. Enable students to translate management theory into practical cases as well as understand the nature and importance of variables that affect the course of administrative processes.

B. Skills Objectives of the Program:

1. Students are able to prepare and write research projects on various administrative topics under the direct supervision of the department's professors.
2. Providing a set of realistic and practical case studies to study and observe them to understand the nature of the correlations and relationships between management theories and management practice in practical reality.
3. Enabling students to prepare and write economic feasibility studies under the direct supervision of the department's specialized professors.
4. Teach students how to create a job opportunity through the entrepreneurship course.

5. Teaching students to develop creative and innovative thinking skills in the field of specialization

Teaching and Learning Methods:

1. Lectures.
2. Dialogue and Discussion Style
3. Brainstorming Technique
4. Data Show Legends
5. Making Reports
6. Distributing students to study groups: an applied case study and analysis of study cases.

Evaluation Methods:

1. Continuous observation of the student by the professor
2. Daily Quiz
3. Monthly Tests
4. Semester Exams and End of Course Exams
5. Reporting

C. General and Qualifying Skills (Thinking/Emotional/Value)

Conducting field visits to government institutions to introduce students to administrative work and how to practice and develop the basic requirements to improve the practical reality.

11. Personal Development Planning

Directing New Faculty Members

- 1- Special Instructions for National Accreditation Standards for the Faculties of Business and Economics
- 2- Development Courses / Workshops / Conferences / Scientific Research / Classroom and Extra-Curricular Activities

Professional Development of Faculty Members

- 1- Special Instructions for National Accreditation Standards for the Faculties of Administration and Economics
- 2- Development Courses / Workshops / Conferences / Scientific Research / Classroom and Extra-Curricular Activities
- 3- Instructions and Directives of the Ministry of Higher Education and Scientific Research for the Development of Faculty Members

12. Admission Criteria (Setting Regulations for Admission to a College or Institute)

According to the central admission regulations set by the Ministry of Higher Education and the admission controls approved by the College

13. Key sources of information about the program

1. University Education Law.
2. Ministerial instructions issued by the Minister of Higher Education and Scientific Research.

Curriculum Skills Chart

Please indicate the boxes corresponding to the individual learning outcomes from the program being evaluated

Learning Outcomes Required from the Program

General and Transferable Skills (or) Other skills related to employability and personal development				Thinking skills				Subject-specific skills				Knowledge and Understanding				Basic Or optional	Course Name	Course Code	Year/ Level
√	√		√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Basic of business Administration	BA1101	First Year
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Principles of economics	BA1102	
√	√	√	√	√		√	√	√	√	√	√	√	√	√	√	Basic	Basic of Accounting	BA1103	
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Mathematics for Business	BA1104	
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	English language	UNI115	

√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Arabic language	UNI116
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Principles of business Administration	BA1201
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Statistecs for Business	BA1202
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	principles of Accounting	BA1203
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	English Reading in Business	BA1204
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Computer	UNI-1205
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Human Right & Democracy	UNI-1206

First Course

Basic of business Administration

Course Description Form

**Review the Performance of Higher Education Institutions
(Academic Program Review)**

Course Description

The course provides an overview of management and its evolution. It examines management functions g, leading, and controlling and its impact on the business organization. It discusses of planning, organizin necessary skills and functions required for efficient manager in contemporary business environment. ss environment, and the role of Overall, it enables students to analyze and understand changing busine ethics, social responsibility and environmental issues in contemporary business environment.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Basic of business Administration/BA1101
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms
6. Semester/Year	First Course 2025 / 2026
7. Number of Hours (Total)	200
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Dr.Mouafaq Hadi
10. Course Objectives	

- 1- Providing students with administrative skills that enable them to prepare administrative studies and reports in business organizations.
- 2- The management subject aims to develop methods and means of thinking and how to deal with administrative problems and find appropriate solutions that enable them to make the appropriate decision.
- 3- Empowering students through thinking and training to deal with administrative problems using modern administrative methods.
- 4- The student acquires intellectual skills that he uses in his study of the scientific curriculum

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding:

- 1- Enable the student to gain knowledge and understanding of the theoretical framework of management principles.
- 2- Enable the student to gain knowledge and understanding of the requirements of management principles.
- 3- Enable the student to gain knowledge and understanding in the field of selecting administrative concepts.

B. Subject-specific skills:

- 1- Teaching the student the skills to deal with various situations related to administrative topics.
- 2- The student acquires the skills to use management principles in solving administrative problems.

C. Thinking Skills

- 1- Teaching the student the skills to deal with various situations related to administrative topics.
- 2- The student acquires the skills to use management principles in solving administrative problems.

Teaching and Learning Methods

- 1- Students gain experience and knowledge in business administration
- 2- Enabling students to know the methods, ways and sources to advance business administration

3- Developing the student's administrative skills in representing the theoretical material with examples of practical reality

Evaluation Methods

- 1- Exams
- 2- Offering various activities
- 3- Participation in the classroom
- 4- Reports and Studies

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

- 1- Verbal and written communication
- 2- Teamwork, analysis and verification
- 3- Flexibility, initiative and motivation at work
- 4- Planning, Organizing and Time Management

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
- Semester exam. Daily exam Daily participation that reflects the student's daily assessment Scientific activity, scientific reports, and daily duties	theoretical	Management concept, management functions, manager, management levels.		8	1

<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Types of managers, roles of managers, skills of managers, characteristics of successful managers</p>		<p>8</p>	<p>2</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Management between the past and the present, the classical (traditional) school (scientific management - administrative principles - bureaucracy)</p>		<p>8</p>	<p>3</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's</p>	<p>theoretical</p>	<p>Behavioral school (human relations - human needs theory - theory X and theory Y - mature personality theory)</p>		<p>8</p>	<p>4</p>

<p>daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>					
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	theoretical	Quantitative school (management science - operations research - production and operations management)		8	5
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	theoretical	Modern schools (systems approach - situational approach) ents		8	6

<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Environment, the external environment of the organization, the internal environment of the organization, the relationship between the organization and its environment</p>		<p>8</p>	<p>7</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Planning, what is planning and why managers plan, the concept of planning and its importance</p>		<p>8</p>	<p>8</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's</p>	<p>theoretical</p>	<p>Stages of the planning process, the planning system and its subsystems, organizational goals, types of plans</p>		<p>8</p>	<p>9</p>

<p>daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>					
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	theoretical	Control, the concept of control, purposes of control, stages of the control process, types of control		8	10
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	theoretical	Organization, the concept of organization, the concept of organizational structure, functional specialization and job design, foundations for assembling organizational units		8	11

<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Types of organizational structures, other important issues in organization</p>		<p>8</p>	<p>12</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Leadership basics, the nature of leadership and characteristics of leaders, traditional theories in Leadership</p>		<p>8</p>	<p>13</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's</p>	<p>theoretical</p>	<p>Behavioral theories, situational theories, modern trends in leadership</p>		<p>8</p>	<p>14</p>

daily assessment					
Scientific activity, scientific reports, and daily duties					
- Semester exam.	theoretical	Preparatory week before the final Exam			
Daily exam Daily participation that reflects the student's daily assessment				8	15
Scientific activity, scientific reports, and daily duties					

13. Infrastructure	
Required Readings: <ul style="list-style-type: none"> • Key Texts • Course Books Other	Management and Business, Dr. Saleh Mahdi Al-Amiri, Dr. Taher Mohsen Mansour Al-Ghalbi
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance

Prerequisites	
Minimum number of students	
The largest number of students	

Principles of Economics

Course Description Form

Review the Performance of Higher Education Institutions (Academic Program Review)

Course Description

the module provides students with a thorough understanding of economics at both micro and macro levels and provides the basis for all subsequent study that is taken on business administration degree It is designed to teach students how to think as an economist and how to construct and programmes. use economic models. It also shows them how to be critical of economic models and how empirical evidence can be used in economic analysis.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Principles of Economics/ BA1102
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms
6. Semester/Year	First Course 2025 / 2026
7. Number of Hours (Total)	150
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Dr. Najm Al-Din Abdullah Najm

10. Course Objectives

- 1- Definition Of Economic Concepts / Supply And Demand Theory And Consumer Equilibrium.
- 2- Economic problems using Economic
- 3- Study of the theory of production and the equilibrium of the market and instruments of macroeconomic and microeconomic analysis.
- 4- Empowering the learner through thinking and training in dealing with Economic methods

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding

- 1- Preparing students and developing their abilities in economics.
- 2- Identify market flexibility and requirements.
- 3- Student development in supply and demand variables.

B- Subject-specific skills

- 1- Enabling the student to know the economic problem and treat it in economic systems
2. The student's knowledge of economic policies and their tools
- 3- Identify the concept of microeconomics and macroeconomics

C. Thinking Skills

1. Helping students to think about economic problems and try to find solutions
- 2- Identify economic concepts, theories of supply and demand, and how to achieve economic balance in the market.

Teaching and Learning Methods

The main strategy followed through the preparation of this unit is to encourage students to develop their skills by learning about economic methods and approaches in analyzing economic phenomena and preparing economic reports based on scientific foundations and creating an integrated environment between the sciences of Business

Administration and economics. This will be achieved through classrooms, interactive lessons

Evaluation Methods

- 1- Daily Tests
- 2- Monthly exams
- 3- Final Exams

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

- 1- Conducting short tests to find out the student's strengths and weaknesses in understanding the subject
- 2- Understanding the problems facing the country's economy and solving them with economic policies and tools

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
Daily Tests Monthly exams Final Exams	theoretical	The Evolution of economics and its relation to other sciences		6	1
Daily Tests Monthly exams Final Exams	theoretical	Economic Concepts		6	2
Daily Tests	theoretical	The economic problem		6	3

Monthly exams					
Final Exams					
Daily Tests	theoretical	Classical Theory of Consumer Behavior (Marginal Utility Theory)		6	4
Monthly exams					
Final Exams					
Daily Tests	theoretical	Modern Theory of Consumer Behavior (Analysis of indifference Curves)		6	5
Monthly exams					
Final Exams					
Daily Tests	theoretical	The Demand: concept, kinds & factors		6	6
Monthly exams					
Final Exams					
Daily Tests	theoretical	Elasticity of Demand - measurement of elasticity of demand		6	7
Monthly exams					
Final Exams					
Daily Tests	theoretical	The Supply - elasticity of supply		6	8
Monthly exams					
Final Exams					

Daily Tests Monthly exams Final Exams	theoretical	Production Theory - Production Function - Basic Concepts in Production Function		6	9
Daily Tests Monthly exams Final Exams	theoretical	The law of diminishing returns		6	10
Daily Tests Monthly exams Final Exams	theoretical	The Costs And Revenues		6	11
Daily Tests Monthly exams Final Exams	theoretical	The Markets		6	12
Daily Tests Monthly exams Final Exams	theoretical	The National income		6	13
Daily Tests Monthly exams Final Exams	theoretical	Distribution of national income - wages – interest And Profit		6	14
Daily Tests	theoretical	Money And Banks		6	15

Monthly exams					
Final Exams					

13. Infrastructure	
Required Readings: <ul style="list-style-type: none"> • Key Texts • Course Books Other	Principles of Economics: Dr. Karim Mahdi AlHasnawi
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance	
Prerequisites	
Minimum number of students	
The largest number of students	

Basic of Accounting

Course Description Form

**Review the Performance of Higher Education Institutions
((Academic Program Review))**

Course Description

This course introduces accounting in general, then covers the basics of financial accounting through the accounting cycle for service and merchandising business. The main objective of this course is to introduce the theoretical foundation of financial accounting (concepts, assumptions, and principles) and the financial statements of a profit seeking enterprise. The course prepares the student to be capable of performing the different steps of the accounting cycle for service and merchandising businesses.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Basic of Accounting \ BA1103
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms
6. Semester/Year	First Course 2025 / 2026
7. Number of Hours (Total)	150
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Ass. Lecturer :Ayat Raad
10. Course Objectives	

1. Introduce students to the basic concepts of accounting: Understand basic principles such as the accounting equation, the accounting cycle, and the balance sheet.
2. Develop accounting recording skills: Teach students how to record financial transactions in accounting books, such as the journal and the ledger.
3. Understand financial statements: Teach students how to prepare and read basic financial statements such as the income statement, balance sheet, and cash flow statement.
4. Promote accuracy and analysis: Train students to analyze financial statements accurately and with attention to detail.
5. Prepare students for advanced accounting courses: Equip students with the knowledge and skills that will enable them to pursue accounting studies at advanced levels.
6. Teach principles of professional ethics: Understand the role of ethics in accounting, such as integrity and transparency.
7. These objectives aim to build a strong foundation in accounting that enables students to apply knowledge in real-world situations and their future professional lives

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding:

- A1. Knowledge of what financial accounting is (its concept, assumptions, principles).
- A2. Knowledge of the work and recording of accounting entries practically and theoretically.
- A3. Understand the accounting cycle and record financial transactions in accounting records.

B- Subject-specific skills:

- B1. Knowing how to analyze financial operations by recording, posting and balance in accounting books (journal, ledger, trial balance).
- B2. How to prepare the final accounts (trading account, profit and loss account, balance sheet).

B3. Knowledge of the accounting treatment of the discount (commercial, monetary, quantitative).

C. Thinking Skills

Ask questions to motivate the student to think and participate.

Teaching and Learning Methods

The main strategy followed in preparing this unit is to encourage students to develop their skills by learning about accounting methods and approaches in analyzing financial phenomena and preparing financial reports on scientific bases and creating an integrated environment between business administration sciences and accounting sciences, through classrooms and interactive lessons and looking at types of simple experiments that include some administrative, financial and accounting activities that interest students in their field of specialization.

Evaluation Methods

- 1.Oral Tests
- 2.Electronic Tests
- 3.Tests (daily, weekly, monthly)
- 4.Live Mentoring and Discussions
5. Quizzes

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

1. It enables the student to employ the skills acquired in the accounting work environment, such as making financial statements, analyzing operations, and how to document the sales and purchase processes.
- 2- Enabling the student to acquire accounting skills in analyzing all accounting processes and how to benefit from accounting information.
- 3- Enabling the student to think about ways of calculating loans, expenses, revenues, and deductions.

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
Daily, weekly, and monthly exams. and the quest tests and the end of the course.	theoretical	Introduction to accounting and the business environment		6	1
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Definition of accounting, objectives of accounting, its principles, assumptions, accounting information and its users		6	2
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Single entry		6	3
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Accounting operations (accounting equation)		6	4
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Double entry accounting documents and records		6	5
Daily, weekly, and monthly exams. Quest	theoretical	Double entry accounting		6	6

and End of Course Tests		documents and records			
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Accounting cycle (recording, transferring, balancing and trial balance)		6	7
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Accounting for the formation of companies, providing capital, increasing and decreasing it		6	8
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Personal withdrawals, loans and their interest		6	9
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Revenue and capital expenses		6	10
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Accounting for goods		6	11
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Sales, their returns and allowances		6	12

Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Discount and its types		6	13
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Cost of goods sold		6	14
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Preparatory week before the final Exam		6	15

13. Infrastructure

<p>Required Readings:</p> <ul style="list-style-type: none"> • Key Texts • Course Books <p>Other</p>	Principles of Financial Accounting (Assistant Professor Alaa Abdul Hussein Al-Saedi) and (Assistant Professor Al-Ham Jaafar Al-Shawi)
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance

Prerequisites	
Minimum number of students	

The largest number of students

Mathematics for Business

Course Description Form

Review the Performance of Higher Education Institutions (Academic Program Review)

Course Description

This Module will provide deeper solutions and prognoses to business scenarios. In this course, you will be learning about these two domains along with their applications. This course provides a thorough grounding in basic mathematical techniques which help to make decisions when data presented with incomplete information. Coverage of management mathematics and extensive examples make this course essential for students to succeed in Business Program.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Mathematics for Business/ BA1104
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms
6. Semester/Year	First Course 2025 / 2026
7. Number of Hours (Total)	150
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Ass. Lecturer Muntaha Hussein
10. Course Objectives	

This course aims to provide the student with knowledge of matrices and their types
Knowledge of systems of linear equations Solve linear equations using matrices and determinants

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding

- 1 . Developing the student's knowledge through the use of the most effective teaching methods.
- 2- Using multiple and diverse methods for the purpose of stimulating the creativity and cognitive performance of students.
- 3- Reviewing and developing the curricula for each academic year to keep pace with the new knowledge.
- 4- Preparing classrooms with all advanced educational tools and means.

B- Subject-specific skills

- 1 – Evaluating students by taking daily exams.
- 2 – Motivating and encouraging students to obtain a complete and broad understanding of the topics.
- 3 – Creating a spirit of cooperation and a positive relationship between the teacher and the student in the service of the educational process.
- 4 – Diversity in educational aids to ensure the effectiveness of the educational process for the styles of all students.

C. Thinking Skills

- 1- Innovating advanced methods in solving real and virtual administrative problems by students.
- 2- Establishing student groups and asking them to solve cases and problems in a practical way.
- 3- Finding the best ways to convey information to students.

4- Detailed and simple explanation of each topic while giving students an opportunity to discuss.

Teaching and Learning Methods

- .1 - Printed lectures
- 2- Video lectures
- 3- The subject's teacher's transcripts

Evaluation Methods

1. Exams of various types
- 2- Feedback from students (assignments)
3. Offering various activities
4. Participation in the classroom
5. Reports and Studies

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

1. Verbal and written communication
2. Teamwork, analysis and verification
- 3- Flexibility, initiative and motivation at work
4. Planning, Organizing and Time Management

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
Assignments, Participation and Exams	theoretical	Vectors and their types - vector representation - vector addition and subtraction		6	1
Assignments, Participation and Exams	theoretical	Scalar multiplication of vectors		6	2
Assignments, Participation and Exams	theoretical	Vector multiplication		6	3
Assignments, Participation and Exams	theoretical	Definition of matrices - types of matrices		6	4
Assignments, Participation and Exams	theoretical	Rotated matrix		6	5
Assignments, Participation and Exams	theoretical	Matrix effect		6	6
Assignments, Participation and Exams	theoretical	Hermetic matrix		6	7
Assignments, Participation and Exams	theoretical	Addition and subtraction of matrices		6	8
Assignments, Participation and Exams	theoretical	Matrix multiplication		6	9

Assignments, Participation and Exams	theoretical	Characteristics of the four processes		6	10
Assignments, Participation and Exams	theoretical	Determinants		6	11
Assignments, Participation and Exams	theoretical	Types of determinants		6	12
Assignments, Participation and Exams	theoretical	Properties of determinants		6	13
Assignments, Participation and Exams	theoretical	Solve linear equations using matrices		6	14
Assignments, Participation and Exams	theoretical	Solve linear equations using determinants		6	15

13. Infrastructure

<p>Required Readings:</p> <ul style="list-style-type: none"> • Key Texts • Course Books • Other 	<p>Matrices and their applications Dr. Ali is dear to me</p>
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance

Prerequisites	
Minimum number of students	
The largest number of students	

English language

1-Course Name:
English language
2-Course Code:
UNI115
3- Semester / Year:
2025-2026 / Semester 1
4-Description Preparation Date:
This introductory course forms part of the English for Academic Purposes module for students in the Humanities track. Emphasis is on developing the foundations of the four skills: listening, speaking, reading, writing, and the introduction of basic grammar forms and language structure such as phrasal le and sentence construction. Language focus is on the cultivation of basic repertoire of words and simp phrases related to personal information and immediate application, through communicative and tivities. functional ac
5-Available Attendance Forms:
Classrooms
6-Number of Credit Hours (Total)/ Number of Units (Total)
50
7-Course administrator's name (mention all, if more than one name)
Dr. Salman Dawood
8-Course Objectives
1- Learn the conversation skills in English. 2- Identify translation skills in English. -Identify writing skills in the English language. 3- Identify reading skills in the English language
9-Teaching and Learning Strategies

. Teaching strategies are teaching methods and techniques that will select and deploy to support students through the learning process and teaching strategy most suitable for the topic being studied, the level of expertise of the learner, and the stage in their learning journey.

10-Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject Name	Learning method	Evaluation method
1	2		Basics of the English language : English concepts	Theoretical/Practical	Daily tests, monthly exams, final exams
2	2		English pronouns	Theoretical/Practical	Daily tests, monthly exams, final exams
3	2		Verb rules	Theoretical/Practical	Daily tests, monthly exams, final exams
4	2		Section of speech	Theoretical/Practical	Daily tests, monthly exams, final exams
5	2		Rules for nonus – rules for adjective	Theoretical/Practical	Daily tests, monthly exams, final exams
6	2		Write the official email	Theoretical/Practical	Daily tests, monthly exams, final exams

7	2		Conversation skills	Theoretical/Practical	Daily tests, monthly exams, final exams
8	2		Sections of speech	Theoretical/Practical	Daily tests, monthly exams, final exams
9	2		Conversation skills	Theoretical/Practical	Daily tests, monthly exams, final exams
10	2		English conjunctions	Theoretical/Practical	Daily tests, monthly exams, final exams
11	2		English Prepositions	Theoretical/Practical	Daily tests, monthly exams, final exams
12	2		Negation rule	Theoretical/Practical	Daily tests, monthly exams, final exams
13	2		Question composition	Theoretical/Practical	Daily tests, monthly exams, final exams
14	2		Irregular verbs	Theoretical/Practical	Daily tests, monthly exams, final exams

15	2		Article Translation+ Solving exercises	Theoretical/Practical	Daily tests, monthly exams, final exams
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11-Course Evaluation

- 1- Conducting theoretical tests, oral and written/daily/monthly/final
- 2- Conducting tests, oral and written/monthly/final

12-Learning and Teaching Resources

Required textbooks (curricular books any)	Hadway student book 1: Headway exercise book 1. Headway student book2: Headway exercise book2. Headway student book 3: Headway exercise book3. Headway student book 4: Headway exercise book 4
Main references (sources)	
Recommended books and references (scientific journals, reports....)	
Electronic References, Websites	

Arabic language

Course Description Form

Review the Performance of Higher Education Institutions (Academic Program Review)

Course Description

One of the basic requirements of the university through which students are provided with knowledge and insight into the basic concepts of learning the Arabic language to increase students' ability to master administrative correspondence linguistically, in addition to explaining the most important rules for writing and distinguishing numbers, as well as increasing students' skills in knowing the most important spelling rules and the various rules of the Arabic language that increase students' skills in this field .

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Arabic language UNI116
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms
6. Semester/Year	First Course 2025 / 2026
7. Number of Hours (Total)	50
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Dr. Wijdan Sadiq Saddam
10. Course Objectives	

- 1-Enable students to gain knowledge and understanding of Arabic grammar rules
- 2- Enable students to gain knowledge and understanding of Arabic literature
- 3- Enable students to gain knowledge and understanding of the science of rhetoric in Arabic rhetoric
- 4- Enable students to gain knowledge and understanding of spelling rules

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding:

- 1- Understand the basic concepts and principles of the Arabic language, including sentence types.
- 2- Interpret and analyze the Arabic sentence using the standard and deductive method
- 3- Apply appropriate texts and examples to analyze the relationships between grammatical structures.
- 4- Understand and interpret the results of common linguistic errors.
- 5- Communicate results and rhetorical interpretations effectively, orally and in writing.
- 6- Develop critical thinking skills and solve linguistic and literary problems in the context of textual analysis and interpretation.

B. Subject-specific skills:

- 1- Understand the basic concepts and principles of the Arabic language, including sentence types.
- 2- Interpret and analyze the Arabic sentence using the standard and deductive method
- 3- Apply appropriate texts and examples to analyze the relationships between grammatical structures.
- 4- Understand and interpret the results of common linguistic errors.
- 5- Communicate results and rhetorical interpretations effectively, orally and in writing.
- 6- Develop critical thinking skills and solve linguistic and literary problems in the context of textual analysis and interpretation

C. Thinking Skills

In this course, the student will be able to use essay writing tools and linguistic and logical analysis tools to be able to logically link words and their meanings, and to formulate and style the correct text.

Teaching and Learning Methods

The main strategy followed in preparing this unit is to encourage students to develop their skills by learning about the methods and approaches to analyzing linguistic and literary phenomena, preparing linguistic and literary reports on scientific foundations, and creating an integrative environment between language, literature, and rhetoric, through classrooms and interactive lessons.

Evaluation Methods

1. Surprise exam.
2. Monthly exam.
3. Assigning the request to research a topic or question and answering it in the next lecture to find out the student's understanding of the material

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

1. Knowing common mistakes in Arabic to avoid them.
2. Knowledge of logical rules in analyzing texts.
3. Possess writing and criticism tools.

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
The direct question	Explanation with presentation	Original and secondary diacritical marks		2	1
The direct question	Explanation with presentation	What is parsed with letters - the dual and the one attached to it -		2	2

The direct question	Explanation with presentation	Sound masculine plural and its annex		2	3
The direct question	Explanation with presentation	The five names		2	4
The direct question	Explanation with presentation	Sentence types / nominal - verbal sentence		2	5
The direct question	Explanation with presentation	Copying verbs - kāna and its sisters - number		2	6
The direct question	Explanation with presentation	Verb and its types/ The five verbs - Tools for the jussive mood		2	7
The direct question	Explanation with presentation	Subject and Subject - Object / Absolute Object		2	8
The direct question	Explanation with presentation	Islam's Positions on Poetry - Definition of Literature		2	9
The direct question	Explanation with presentation	Literary sections - Literary eras		2	10
The direct question	Explanation with presentation	Poetic purposes and examples thereof		2	11
The direct question	Explanation with presentation	The pendants		2	12
The direct question	Explanation with presentation	Imru Al-Qais/Al-Farazdaq/Al-Mutanabbi		2	13

The direct question	Explanation with presentation	Hassan bin Thabit / Al-Sharif Al-Radi / Badr Shakir Al-Sayyab		2	14
The direct question	Explanation with presentation	Rhetoric / Antithesis / Paronomasia / Saj' / Open Taa and Marbuta Taa		2	15

13. Infrastructure

13. Infrastructure	
Required Readings: <ul style="list-style-type: none"> • Key Texts • Course Books Other	
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance

14. Acceptance	
Prerequisites	
Minimum number of students	
The largest number of students	

Second Course

Principles of business Administration

Course Description Form

Review the Performance of Higher Education Institutions (Academic Program Review)

Course Description

The overall objective of this subject is to provide students the basic concepts concerned with the firm, as well as to identify its functional areas and major decisions. Once completed this course, the student should have acquired knowledge about how a company is directed and managed. For this purpose, it is intended to make an introductory review of the management functions while highlighting important issues such as the nature of the firm, its environment, and associated tools for decision-making.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Principles of business Administration/ BA1201
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms
6. Semester/Year	Second Course 2025 / 2026
7. Number of Hours (Total)	200
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Dr.Mouafaq Hadi

10. Course Objectives

- 1- Defining business administration and its importance
- 2- The student acquires intellectual skills that he uses in his study of the scientific course
- 3- Expanding the student's scientific horizons when linking different cognitive information and then applying it

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding:

- 1- Enable the student to gain knowledge and understanding of the theoretical framework of management principles.
- 2- Enable the student to gain knowledge and understanding of the requirements of management principles.
- 3- Enable the student to gain knowledge and understanding in the field of selecting administrative concepts.

B. Subject-specific skills:

- 1- Teaching the student the skills to deal with various situations related to administrative topics.
- 2- The student acquires the skills to use management principles in solving administrative problems.

C. Thinking Skills

- 1- Teaching the student the skills to deal with various situations related to administrative topics.
- 2- The student acquires the skills to use management principles in solving administrative problems.

Teaching and Learning Methods

- 1- Students gain experience and knowledge in business administration
- 2- Enabling students to know the methods, means and sources to advance business administration

3- Developing the student's administrative skills in representing the theoretical material with examples of practical reality

Evaluation Methods

- 1- Exams
- 2- Offering various activities
- 3- Participation in the classroom
- 4- Reports and Studies

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

- 1- Verbal and written communication
- 2- Teamwork, analysis and verification
- 3- Flexibility, initiative and motivation at work
- 4- Planning, Organizing and Time Management

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
- Semester exam. Daily exam Daily participation that reflects the student's daily assessment Scientific activity, scientific reports, and daily duties	theoretical	Motivation Basics and Concept - Motivation Theories - Content Theories - Maslow's Theory (Hierarchy of Needs)		8	1

<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Alderfer's Theory - Herzberg's Theory</p>		<p>8</p>	<p>2</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Path Theories (Process) - Justice Theory - Expectancy Theory</p>		<p>8</p>	<p>3</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's</p>	<p>theoretical</p>	<p>Work Teams - Team Benefits - Formal and Informal Work Teams</p>		<p>8</p>	<p>4</p>

<p>daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>					
<p>- Semester exam.</p> <p>Daily exam</p> <p>Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Committees and Task Forces - Virtual Teams and Cross-functional and Activity Teams - How Teams Work Effectively</p>		<p>8</p>	<p>5</p>
<p>- Semester exam.</p> <p>Daily exam</p> <p>Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Communication - Communication and the Work of the Manager - The Importance of Communication and its Role in Management - The Communication Process</p>		<p>8</p>	<p>6</p>

<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Types and Networks of Communication - Communication According to the Type of Message - Oral Communication - Written Communication - Non-Verbal Communication (Body Language)</p>		<p>8</p>	<p>7</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Communication According to its Directions - Ascending Communication - Descending Communication - Horizontal Communication - Means of Improving Communication Effectiveness</p>		<p>8</p>	<p>8</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's</p>	<p>theoretical</p>	<p>Production and Operations Management - The Concept of Production and Operations Management and its Importance</p>		<p>8</p>	<p>9</p>

<p>daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>					
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	theoretical	<p>Conversion Processes - Objectives of Production and Operations Management - Production of Goods and Production of Services</p>		8	10
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	theoretical	<p>Marketing - Basic Concepts in Marketing - Benefit - Marketing Strategy - Marketing Mix</p>		8	11

<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Human Resources Management - The New Role of Human Resources Management - Human Capital</p>		<p>8</p>	<p>12</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's daily assessment</p> <p>Scientific activity, scientific reports, and daily duties</p>	<p>theoretical</p>	<p>Change Social Contract in Human Resources Management - The Strategic Role of Human Resources</p>		<p>8</p>	<p>13</p>
<p>- Semester exam.</p> <p>Daily exam Daily participation that reflects the student's</p>	<p>theoretical</p>	<p>Recruitment and Selection - Recruitment Process</p>		<p>8</p>	<p>14</p>

daily assessment					
Scientific activity, scientific reports, and daily duties					
- Semester exam.	theoretical	Preparatory week before the final Exam			
Daily exam Daily participation that reflects the student's daily assessment				8	15
Scientific activity, scientific reports, and daily duties					

13. Infrastructure	
Required Readings: <ul style="list-style-type: none"> • Key Texts • Course Books Other	Management and Business, Dr. Saleh Mahdi Al-Amiri, Dr. Taher Mohsen Mansour Al-Ghalbi
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance

Prerequisites	
Minimum number of students	
The largest number of students	

Statistics for Business

Course Description Form

Review the Performance of Higher Education Institutions (Academic Program Review)

Course Description

This module aims to provide students with an introduction to business statistics for the non-specialist. The module will provide a broad understanding of the nature of variability and how business statistics can be applied by managers. It will also enable students to derive and understand a variety of graphs and statistics; these skills provide a means for managers to make effective use of statistics in the process of management and decision-making.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Statistics for Business/BA1202
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms
6. Semester/Year	Second Course 2025 / 2026
7. Number of Hours (Total)	150
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Dr. Najm Al-Din Abdullah Najm
10. Course Objectives	

- 1- Providing the learner with statistical skills that enable him to prepare financial studies and reports that simulate financial markets by adopting statistical methods and indicators.
- 2- The statistics subject aims to develop methods and means of thinking and how to deal with financial problems and find appropriate solutions that enable him to make the appropriate decision
- 3- Empowering the learner through thinking and training in dealing with financial problems using statistical methods

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding:

- 1- Understand the basic concepts and principles of statistics, including data types, measurement measures, and sampling methods.
- 2- Interpret and analyze data using descriptive statistics metrics, such as central trend (mean, medium, pattern) and variance measures (range, variance, standard deviation).
- 3- Apply appropriate statistical techniques to analyze relationships between variables, including correlation analysis and simple linear regression.
- 4- Understand and interpret the results of statistical programs and graphical data representations.
- 5- Communicate effectively about statistical findings and interpretations, both orally and in writing.

Develop critical thinking skills and solve financial problems in the context of statistical analysis and interpretation

B. Subject-specific skills:

- 1- Understand the basic concepts and principles of statistics, including data types, measurement measures, and sampling methods.
- 2- Interpret and analyze data using descriptive statistics metrics, such as central trend (mean, medium, pattern) and variance measures (range, variance, standard deviation).
- 3- Apply appropriate statistical techniques to analyze relationships between variables, including correlation analysis and simple linear regression.
- 4- Understand and interpret the results of statistical programs and graphical data representations.
- 5- Communicate effectively about statistical findings and interpretations, both orally and in writing.

6- Develop critical thinking skills and solve financial problems in the context of statistical analysis and interpretation

C. Thinking Skills

1-Identify the problem, collect data, then categorize and view it

2- Analyzing data using statistical indicators and reaching results to make appropriate decisions.

Teaching and Learning Methods

The main strategy followed through the preparation of this unit is to encourage students to develop their skills by learning about statistical methods and approaches in analyzing financial phenomena and preparing financial reports based on scientific foundations and creating an integrated environment between the sciences of financial sciences and statistics. This will be achieved through classrooms, interactive lessons and consideration of types of simple experiments that involve some sampling activities that interest students in their field of specialization.

Evaluation Methods

1. Daily Tests
2. Monthly exams
3. Final Exams

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

1. Conducting short tests to find out the student's strengths and weaknesses in understanding the subject
2. Finding solutions to the problem of the same phenomenon by studying and making appropriate decisions according to the apparent results.

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
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Daily Tests	theoretical	Definition and importance of statistics		6	1
Monthly exams Final Exams	theoretical	A historical overview of the development of the concept of statistics, its types and areas of application		6	2
Daily Tests Monthly exams Final Exams	theoretical	Data types and methods of collection		6	3
Daily Tests Monthly exams Final Exams	theoretical	Types of statistical sampling and all sampling methods		6	4
Daily Tests Monthly exams Final Exams	theoretical	Frequency distributions (importance and types)		6	5
Daily Tests Monthly exams Final Exams	theoretical	Presentation of data Frequency distribution (Tabular presentation)		6	6
Daily Tests Monthly exams Final Exams	theoretical	Graphical display of data, bar graphs, statistical circle, graph line and statistical rectangle.		6	7

Daily Tests Monthly exams Final Exams	theoretical	Measures of Central tendency for ungrouped data		6	8
Daily Tests Monthly exams Final Exams	theoretical	Measures of Central tendency for grouped data		6	9
Daily Tests Monthly exams Final Exams	theoretical	Properties of central tendency measures		6	10
Daily Tests Monthly exams Final Exams	theoretical	Measures of dispersion (variation) for ungrouped data Measures of dispersion (variation) grouped data		6	11
Daily Tests Monthly exams Final Exams	theoretical	Properties of dispersion measurements		6	12
Daily Tests Monthly exams Final Exams	theoretical	Pearson and spearman correlation		6	13
Daily Tests Monthly exams Final Exams	theoretical	Simple Regression Analysis		6	14

Daily Tests Monthly exams Final Exams	theoretical	Preparatory week before the final Exam		6	15
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13. Infrastructure	
Required Readings: <ul style="list-style-type: none"> • Key Texts • Course Books Other	Principles of applied statistics ,Mr. Dr. Raad Fadel Hassan Al-Tamimi
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance	
Prerequisites	
Minimum number of students	
The largest number of students	

principles of Accounting

Course Description Form

Review the Performance of Higher Education Institutions ((Academic Program Review))

Course Description

The principles of financial Students will be course presents an overview of basic accounting concepts. introduced to the accounting cycle from transaction processing through financial statement preparation. The course will review foundational accounting principles and concepts that term liabilities, and owners' equity. Students will also -account for current assets, current liabilities, long complete a basic financial statement analysis.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	principles of Accounting BA1203
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of
5. Available Forms of Attendance	Classrooms
6. Semester/Year	Second Course 2025 / 2026
7. Number of Hours (Total)	150
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Ass. Lecturer Ayat Raad
10. Course Objectives	

1. Introduce students to the basic concepts of accounting: Understand basic principles such as the accounting equation, the accounting cycle, and the balance sheet.
2. Develop accounting recording skills: Teach students how to record financial transactions in accounting books, such as the journal and the ledger.
3. Understand financial statements: Teach students how to prepare and read basic financial statements such as the income statement, balance sheet, and cash flow statement.
4. Promote accuracy and analysis: Train students to analyze financial statements accurately and with attention to detail.
5. Prepare students for advanced accounting courses: Equip students with the knowledge and skills that will enable them to pursue accounting studies at advanced levels.
6. Teach principles of professional ethics: Understand the role of ethics in accounting, such as integrity and transparency.
7. These objectives aim to build a strong foundation in accounting that enables students to apply knowledge in real-world situations and their future professional lives

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding:

1. Acquire knowledge and skills in the field of accounting principles.
2. Ability to record financial transactions.
3. The ability to deal with accounting topics theoretically and practically.

B. Subject-specific skills:

1. Acquire knowledge and skills in the field of accounting principles.
2. Ability to record financial transactions.
3. The ability to deal with accounting topics theoretically and practically.

C. Thinking Skills

Asking questions to motivate the student to think and participate.

Teaching and Learning Methods

The main strategy followed in preparing this unit is to encourage students to develop their skills by learning about accounting methods and approaches in analyzing financial phenomena and preparing financial reports on scientific bases and creating an integrated environment between business administration sciences and accounting sciences, through classrooms and interactive lessons and looking at types of simple experiments that include some administrative, financial and accounting activities that interest students in their field of specialization.

Evaluation Methods

- 1.Oral Tests
- 2.Electronic Tests
- 3.Tests (Daily, Weekly, Monthly)
- 4.Live Mentoring and Discussions
5. Quizzes

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

1. It enables the student to employ the skills acquired in the accounting work environment, such as making financial statements, analyzing operations, and how to document the sales and purchase processes.
- 2- Enabling the student to acquire accounting skills in analyzing all accounting processes and how to benefit from accounting information.
- 3- Enabling the student to think about ways of calculating loans, expenses, revenues, and deductions.

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
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Daily, weekly, monthly exams. and the quest tests and the end of the course.		Accounting for commercial papers (receivable papers) Accounting for commercial papers (payable papers (6	1
Daily, weekly, monthly exams. Quest and End of Course Tests		Accounting for current assets, acquisition costs, purchase expenses, discount and interest		6	2
Daily, weekly, monthly exams. Quest and End of Course Tests		Sale and replacement of non-current assets		6	3
Daily, weekly, monthly exams. Quest and End of Course Tests		Accounting for the depreciation of non-current assets		6	4
Daily, weekly, monthly exams. Quest and End of Course Tests		Accounting for expenses paid in advance and accrued		6	5
Daily, weekly, monthly exams. Quest and End of Course Tests		Accounting for revenues received in advance and accrued		6	6
Daily, weekly, monthly exams. Quest and End of Course Tests		Accounting errors, their types and causes		6	7
Daily, weekly, monthly exams. Quest and End of Course Tests		Methods of treating and correcting accounting errors		6	8

Daily, weekly, monthly exams. Quest and End of Course Tests		Trial balance		6	9
Daily, weekly, monthly exams. Quest and End of Course Tests		Final accounts, financial statements		6	10
Daily, weekly, monthly exams. Quest and End of Course Tests		Trading account		6	11
Daily, weekly, monthly exams. Quest and End of Course Tests		Profit and loss account		6	12
Daily, weekly, monthly exams. Quest and End of Course Tests		Income statement		6	13
Daily, weekly, monthly exams. Quest and End of Course Tests		Statement of financial position		6	14
Daily, weekly, monthly exams. Quest and End of Course Tests		Preparatory week before the final Exam		6	15

13. Infrastructure

Required Readings:	Principles of Financial Accounting (Assistant Professor Alaa Abdul Hussein Al-Saedi) and (Assistant Professor Al-Ham Jaafar Al-Shawi)
<ul style="list-style-type: none"> • Key Texts • Course Books 	
Other	

Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance	
Prerequisites	
Minimum number of students	
The largest number of students	

English Reading in Business

1-Course Name:
English Reading in Business
2-Course Code:
BA1204
3- Semester / Year:
second Semester /2 2026-2025
4-Description Preparation Date:
<p>This introduction to business and managerial English seeks to help beginners build business One o specific vocabulary, unlearn typical German mistakes in English and become more confident in handling mails. It also introduces students -routine business encounters, such as professional telephone calls and e to current issues in management and serves to review the essentials of English grammar. Therefore, Students are able to read and understand a wide variety of texts related to their Business English topics and core degree subjects. Through active participation in discussions, students can express their opinions fluently and convincingly, contributing ideas and responding to them, using vocabulary and grammatical structures.</p>
5-Available Attendance Forms:
My presence
6-Number of Credit Hours (Total)/ Number of Units (Total) = 30 hours , 2 unit
125 hours , 5 unit
7-Course administrator's name (mention all, if more than one name)
Dr.Mouafaq Hadi
8-Course Objectives :

- 1- Providing appropriate knowledge and clear understanding regarding principles of business administration
- 2- Providing appropriate knowledge and clear understanding regarding Business correspondence.
- 3- Grasp the core principles of business management including planning, organizing, leading, and controlling
- 4- Develop proficiency in writing clear, concise, and professional business correspondence
- 5- Draft effective and well-structured business emails and letters tailored to various professional contexts.

9-Teaching and Learning Strategies

- 1- Use lectures to introduce key concepts, theories, and frameworks.
- 2- Provide examples and analyze specific cases to apply management theories and concepts.
- 3- Encourage class discussions and debates on management theories and contemporary business issues.
- 4- Foster students' critical thinking and application of concepts through interactive dialogue.
- 5- Assess and evaluate students through assignments, quizzes, and practical tasks.

10-Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	5		Nature and concept of management. Definitions of management and its major functions	theory	Daily exams
2	5		Basic types of management in the business organization, Human	Theory	Daily exams

			resource management and Operation management, Marketing management and financial management,		
3	5		Levels of management and kinds of managers within the organization. Managerial skills and roles	Theory	Daily exams
4	5		An introduction of pioneering and contemporary schools in management. Classical Management schools.	Theory	Daily exams
5	5		Human Relation Management schools and modern management schools.	Theory	Daily exams
6	5		Essentials of Planning (definition, types of plans, steps of	Theory	Daily exams

			planning process)		
7	5		Essentials of organizing (definition, types of organizing, steps of organizing process)	Theory	Daily exams
8	5		Essentials of directing (leadership, motivation and communication)	Theory	Daily exams
9	5		Essentials of controlling (definition, types of controlling steps of planning process)	Theory	Daily exams
10	5		Introduction to Business correspondence. Definition and purpose of business correspondence.	Theory	Daily exams
11	5		Structure and format of business letters. Principles of effective business letters	theory	Daily exams

12	5		Types of business documents (letters, emails, memos, reports) Writing clear and concise business letters	Theory	Daily exams
13	5		How to write Cover letters with examples	Theory	Daily exams
14	5		How to write formal and business letters and emails with examples	Theory	Daily exams
15	5		Preparatory week before the final Exam	theory	Daily exams

11-Course Evaluation

Oral exams on a permanent and weekly basis

Post questions

Semester exams

12-Learning and Teaching Resources

Required textbooks (curricular books any)

Introducing Management A Development Guide by Bob Johnson & Kate Williams

Main references (sources)

Recommended books and references (scientific journals, reports....)	
Electronic References, Websites	

Computer

Course Description Form

Review the Performance of Higher Education Institutions (Academic Program Review)

Course Description

This course aims to provide students with the basic skills computer: its components, operating systems applications, communication backup and restore. It introduces the knowledge of data and its visualization, an introductory level of modern era programming including algorithms and information security.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Computer UNI-1205
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms / Electronic
6. Semester/Year	Second Course 2025 / 2026
7. Number of Hours (Total)	75
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Ass. Lecturer Khalid Mohammed
10. Course Objectives	

1. Developing Technical Skills: • Empowering students to utilize essential software and applications in areas such as accounting, project management, and data analysis.
2. Enhancing Analytical Thinking: • Strengthening the ability to analyze business problems and use computing tools to support decision-making and improve managerial performance.
3. Increasing Efficiency and Productivity: • Teaching students how to automate administrative processes and enhance productivity through effective data collection, storage, and retrieval using computers.

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding:

- 1- The extent of the student's comprehension of the material.
- 2- The ability to analyze and apply what he has learned practically on the computer.
- 3- The evaluation is done by presenting the material to the students in the laboratory and then applying it by them

B. Subject-specific skills:

- 1- Direct questions and answers about the previous material.
- 2- Analyzing the student's ability to comprehend through homework carried out at home and stored on discs to be displayed directly to the students to know the extent of what they have learned in the previous lecture.
- 3- Showing educational films specific to the material to consolidate the ability to learn.

C. Thinking Skills

- 1- Developing the student's abilities in dealing with modern applications in the computer
- 2- Encouraging students to keep pace with technological development and globalization

Teaching and Learning Methods

The teaching and learning strategy for computer studies should focus on a combination of theoretical knowledge and practical application. It should incorporate hands-on exercises where students work with software tools and applications in real-world scenarios. Collaborative learning is essential, encouraging group projects and discussions to foster teamwork and develop communication skills, allowing students to learn from each other. Problem-based learning can be utilized through case studies and practical problems that require analytical thinking and problem-solving skills, helping students apply their knowledge effectively. Additionally, a blended learning approach can be implemented, combining traditional classroom instruction with online resources to provide flexibility and access to diverse learning materials. Continuous assessment through regular quizzes, projects, and feedback will promote ongoing improvement in student understanding.

Evaluation Methods

1. Daily Tests
2. Monthly exams
3. Practical Exams
4. Final Exams

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

- 1- Conducting short tests to find out the student's strengths and weaknesses in understanding the subject
- 2- Benefit from Word in writing texts efficiently

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Introduction to Computers	Overview of computer components (hardware and software) Understanding the function of	3	1

			each component		
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Basic Hardware Concepts	Types of hardware (input, output, storage devices) • Setting up a computer system	3	2
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Basic Software Concepts	Types of software (system software vs. application software) • Installing and uninstalling software applications	3	3
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Operating Systems Overview	Understanding operating systems (e.g., Windows, macOS) • Navigating the desktop environment	3	4
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Introduction to Microsoft Word	Creating a new document • Basic text formatting (font styles, sizes, colors)	3	5
Daily Exams Monthly Exams Practical	Theoretical/Practical	Working with Documents in Word	Saving and opening documents • Using spell	3	6

Exams Final Exams			check and grammar tools		
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Advanced Microsoft Word Features	<ul style="list-style-type: none"> • Inserting tables, images, and shapes • Using headers, footers, and page numbers 	3	7
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Formatting and Styling in Word	<ul style="list-style-type: none"> • Creating lists (bulleted and numbered) • Utilizing styles and themes for consistency 	3	8
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Introduction to Microsoft PowerPoint	<ul style="list-style-type: none"> • Creating a new presentation • Understanding slide layouts and themes 	3	9
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Working with Slides in PowerPoint	<ul style="list-style-type: none"> • Adding text, images, and multimedia • Rearranging and deleting slides 	3	10
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Advanced PowerPoint Features	<ul style="list-style-type: none"> • Adding transitions and animations • Designing effective slide presentations 	3	11
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Presentation Techniques	<ul style="list-style-type: none"> • Best practices for presenting • Effective communication skills during a presentation 	3	12

Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Review of Word and PowerPoint	Recap of key features and tools in both applications • Hands-on practice with selected features	3	13
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Project Work Using Word and PowerPoint	Students start a project combining Word and PowerPoint skills • Peer collaboration for feedback and ideas	3	14
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Project Presentation	Students present their projects using Word and PowerPoint • Course wrap-up and feedback session	3	15

13. Infrastructure

<p>Required Readings:</p> <ul style="list-style-type: none"> • Key Texts • Course Books <p>Other</p>	<p>1- Basic Principles of Computer 2- Computer Basics and Office Applications</p>
Requirements (including e.g. workshops, periodicals, software, websites)	

Social services (including for example guest lectures, vocational training, field studies)	
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14. Acceptance	
Prerequisites	
Minimum number of students	
The largest number of students	

Human rights & democracy

Course Description Form

Review the Performance of Higher Education Institutions (Academic Program Review)

Course Description

The course aims to identify the nature of human rights, determine the importance and characteristics of human rights, as well as to know the historical development of human rights in civilizations, types of rights and public freedoms, and to identify historical intellectual contributions, rights and freedoms, and their philosophical comparisons. It also aims to identify human rights in declarations of rights, international documents, regional agreements, and economic and social freedoms through the five Iraqi constitutions. It also aims to increase students' awareness of the means of protecting human rights, political and international means, and legislation.

1. Educational Institution	Iraq University College
2. University Department/Center	Business Administration
3. Course Name/Code	Human rights & democracy UNI-1206
4. Programs he enters	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Business Administration
5. Available Forms of Attendance	Classrooms
6. Semester/Year	Second Course 2025 / 2026
7. Number of Hours (Total)	50
8. Date of preparation of this description	1/6/2026
9. Course Administrator Name	Ass. Lecturer Ayat Abdel Hakim
10. Course Objectives	

- 1-Defining human rights, and the nature of human rights in general
- 2- Defining public rights and private rights
- 3- Defining economic, social and cultural rights
- 4- Defining civil and political rights
- 5- Defining social tolerance and peaceful coexistence
- 6- Defining intolerance and how to eliminate it and accept others
- 7- Defining the guarantees that ensure the enjoyment of these rights

11. Learning Outcomes, Teaching Methods, Learning and Assessment

A- Knowledge and Understanding:

- 1- Introduce the student to human rights and how international and regional treaties and local legislation deal with them.
- 2- Deriving knowledge related to human rights, how they are reflected and their real civilizational role in the lives of peoples.
- 3- Knowledge of the mechanism of dealing with human rights and democracy in the actual countries of the world by different governments.
- 4- Defining the way and mechanism of the real dealings between the international and local communities with human rights and democracy

B. Subject-specific skills:

- 1- Updating the curriculum to serve the student
- 2- Introducing the student to their rights, whether public or private rights

C. Thinking Skills

- 1- Direct method through daily lectures and discussions
- 2- Indirect through research and reporting

Teaching and Learning Methods

The main strategy followed in preparing this unit is to encourage students to develop their skills by learning about their basic rights and freedoms according to the documents of international human rights law, so that they can live a dignified

life that preserves their dignity to achieve international peace and security, which is one of the goals of the United Nations Charter. This is done through classrooms, interactive lessons, and consideration of the facts on the international scene and the society in which they exist.

Evaluation Methods

- 1- Through daily exams
- 2- Request simplified reports and research

D. General and Transferable Skills (Other Skills Related to Employability and Personal Development)

Discussion with lectures and giving practical examples from the ground

12. Course Structure

Evaluation Method	Teaching Method	Unit Name or Subject	Required Learning Outcomes	Hours	The week
Written exams and discussions	Listening and Discussion	Definition and importance of human rights, human rights law and related laws		2	1
Written exams and discussions	Listening and Discussion	A historical look at the development of the concept of human rights in international documents and in Islam and its characteristics		2	2
Written exams and discussions	Listening and Discussion	Definition of sources of human rights		2	3

Written exams and discussions	Listening and Discussion	General rights / First / Civilian rights		2	4
Written exams and discussions	Listening and Discussion	Definition of fanaticism / Types of fanaticism / Characteristics of the fanatic / Ways to combat fanaticism of all kinds		2	5
Written exams and discussions	Listening and Discussion	Second / Political rights		2	6
Written exams and discussions	Listening and Discussion	Third / Economic, social and cultural rights		2	7
Written exams and discussions	Listening and Discussion	Private rights / Rights of parents and children		2	8
Written exams and discussions	Listening and Discussion	Rights of spouses and the weak		2	9
Written exams and discussions	Listening and Discussion	Administrative corruption / Its nature / Types / Causes / Factors		2	10
Written exams and discussions	Listening and Discussion	The impact of the phenomenon of administrative corruption on human rights and society in general / and systematic		2	11

		treatments to combat it			
Written exams and discussions	Listening and Discussion	Guarantees of civil and political rights / Constitutional guarantees / Judicial guarantees / Political guarantees		2	12
Written exams and discussions	Listening and Discussion	Minorities and peaceful coexistence / Its concept / Its goals / Its forms / Its tools / Its principles		2	13
Written exams and discussions	Listening and Discussion	Cultural diversity / Its positives and negatives / Cultural identity and globalization and their relationship to each other / Its importance in university education / And its relationship with human rights		2	14
Written exams and discussions	Listening and Discussion	General discussion of some facts on The arena and its application to human rights concepts and vocabulary		2	15

13. Infrastructure

Required Readings: <ul style="list-style-type: none">• Key Texts• Course Books Other	
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

14. Acceptance

Prerequisites	
Minimum number of students	
The largest number of students	