

*Financial and  
banking  
sciences Department*



Description of the academic program and  
course

**For the Department of Financial and  
banking sciences 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 العلوم المالية والمصرفية

للعام الدراسي 2025 - 2026

الكلية / المعهد: كلية العراق الجامعة

القسم العلمي: العلوم المالية والمصرفية

اسم البرنامج الأكاديمي او المهني: بكالوريوس علوم مالية ومصرفية

اسم الشهادة النهائية: بكالوريوس في العلوم المالية والمصرفية

النظام الدراسي: بولونيا

تاريخ اعداد الوصف: 2026/6/1

تاريخ ملئ الملف: 2026/6/20

د. جاسم محمد سلمان

العنيد

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## Academic Program Description Form

### Program Vision

**The College of Administration and Economics seeks to be one of the leading higher education institutions at the University of Basra in the field of modern education and scientific research through its scientific, research and administrative activities, and it also works to provide an integrated path for its students and professors to make them active and creative in serving the community in the fields of education.**

### Program Mission

**Working to prepare and graduate leading scientific and leadership competencies in the labor market and in developing the knowledge stock in the field of scientific research to serve the local, regional and international community, as well as training and refining students' minds scientifically and knowledgeably, emphasizing social and cultural values and responding to the requirements of the local market.**

1. Teaching Institution	Iraq University College
2. University Department/Centre	Financial and banking sciences
3. Programme Title	Bachelor's Financial and banking sciences
4. Title of Final Award	Bachelor's Financial and banking sciences
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	2026/6/1

## 9. Objectives of the Academic Program:

- 1- Embodying the vision, mission and goals of the University of Basra, and applying the best educational practices with a focus on quality assurance and performance.
- 2- Preparing specialized cadres capable of serving the community and preparing for future specializations.
- 3- Spreading the culture of human diversity in society, transferring knowledge and practical skills, writing academic research, and creative scientific achievement through student-centered and teaching activities
- 4- The college seeks to conclude scientific and cultural cooperation agreements with the corresponding colleges and corresponding departments in the different colleges to achieve the best practices in the fields of teaching and learning .
- 5- Focusing on the educational and moral aspect of all its members and spreading the spirit of technology, tolerance, commitment and work to serve the country.
- 6- Focusing on the educational and moral aspect of the student and spreading the spirit of dedication, tolerance and commitment.

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

### A. Cognitive Objectives:

1. Theoretical knowledge of the subject.
2. Ability to analyze and enjoy.
3. Know how to get information

### B. Skills Objectives of the Program:

1. Expand the skill of using accumulated knowledge of topics
2. Public Expenditures, Revenues and Public Budget

### Teaching and Learning Methods:

1. Explain the scientific material through the daily lecture in person.
2. Request for periodic reports on topics taken.

### Evaluation Methods:

Weekly, monthly, daily exams and end-of-semester exams.

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

- 1- Developing students' abilities to share ideas
- 2- Disclosure of ideas regarding financial matters, including the content of the scientific material



Republic of Iraq - Ministry of Higher Education and Scientific Research

University of Basrah / College of Administration & Economics

Bachelor's degree in Banking and Finance (First cycle)

Four years (Eight semesters) - 240 ECTS credits - 1 ECTS = 25 hr

Program Curriculum (2024 - 2025)

جمهورية العراق - وزارة التعليم العالي والبحث العلمي

جامعة البصرة / كلية الإدارة والاقتصاد

بكالوريوس في العلوم المالية والمصرفية (الدورة الأولى)

أربع سنوات (ثمانية فصول دراسية) - 240 وحدة اوروبية - كل وحدة اوروبية = 25 ساعة

المنهاج الدراسي للعام 2024 - 2025



Level	Semester	No.	Module Code	Module Name in English	اسم المادة الدراسية	Language	SSWL (hr/w)						Exam hr/sem	SSWL hr/sem	USSWL hr/sem	SWL hr/sem	ECTS	Module Type	Prerequisite Module(s) Code
							CL (hr/w)	Lect (hr/w)	Lab (hr/w)	Pr (hr/w)	Tut (hr/w)	Semr (hr/w)							
UGI	One	1	BBF1101	Principles Finance & Banking Sciences	مبادئ العلوم المالية والمصرفية	Arabic	3				1		3	63	112	175	7	C	
		2	BBF1102	Accounting Basics	اساسيات المحاسبة	Arabic	3				1		3	63	112	175	7	C	
		3	BBF1103	Business Management Basics	اساسيات ادارة الاعمال	Arabic	3				1		3	63	87	150	6	C	
		4	BBF1104	Principles of Statistic	مبادئ الاحصاء	Arabic	3				1		3	63	87	150	6	C	
		5	UNB104	Human Right & Democracy	حقوق الانسان والديمقراطية	Arabic	2						3	33	17	50	2	B	
		6	UNB102	English Language	اللغة انكليزية	English	2						3	33	17	50	2	B	
					Total			16	0	0	2	2	0	18	318	432	750	30	
Two	Two	1	BBF1205	Principles of Economics	مبادئ الاقتصاد	Arabic	3				1		3	63	112	175	7	C	
		2	BBF1206	Principles of Accounting	مبادئ المحاسبة	Arabic	3				1		3	63	112	175	7	C	
		3	BBF1207	Principles Business Management	مبادئ ادارة الاعمال	Arabic	3				1		3	63	87	150	6	S	
		4	BBF1208	Reading in Banking and Finance	قراءات مالية ومصرفية	English	2				1		3	48	77	125	5	C	
		5	UNB103	Computer	الحاسوب	Arabic	1		2				3	48	27	75	3	B	
		6	UNB101	Arabic Language	اللغة العربية	Arabic	2						3	33	17	50	2	B	
					Total			14	0	2	1	3	0	18	318	432	750	30	

## **11. Personal Development Planning**

1. Attending e-workshops within the specialization for the purpose of developing educational cadres.
2. Participating in theoretical and practical training courses to keep pace with the current developments of the educational staff.
3. Attending and participating in scientific seminars and discussions for the purpose of benefiting from diverse experiences.
4. Developing scientific curricula in line with the labor market.
5. Scientific advancement through the exploitation of modern technology in the educational aspect.

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

According to the central admission controls 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	Principles Finance & Banking Sciences	BBF1101	First Year
√	√	√	√	√	√	√	√	√	√	√	√	√		√	√	Basic	Accounting Basics	BBF 1102	
√	√	√	√	√		√	√	√	√	√	√	√	√	√	√	Basic	Business Management Basics	BBF 1103	
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Principles of Statistic	BBF 1104	
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Human Right & Democracy	UNB104	

√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	English Language	UNB102
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Principles of Economics	BBF 1205
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Principles of Accounting	BBF 1206
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Principles Business Management	BBF 1207
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Reading in Banking and Finance	BBF 1208
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Computer	UNB103
√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	Basic	Arabic Language	UNB101



# First Course

## Financial and banking principles

### Course Description Form

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

#### Course Description

**Understanding basic financial concepts:** The student is able to explain basic concepts in finance and banking such as credit, interest, liquidity, and assets.

**Analysis of the role of financial institutions:** The student will be able to distinguish the different roles of financial institutions such as commercial banks, central banks, and insurance companies in the economy.

**Understanding how financial markets work:** The student learns how financial and stock markets work, and can explain their role in financing individuals, businesses, and governments.

**Financial risk assessment:** The student is able to assess the various financial risks facing financial and banking institutions and use the appropriate tools to manage them.

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Financial and banking principles BBF1101
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	First Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	175
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Ass. Lecturer

**10. Course Objectives**

- 1- Introducing the basic concepts in financial and banking sciences such as finance, credit, interest, and liquidity
- 2- Identifying types of financial institutions such as commercial banks, insurance companies, and money markets.
- 3- Developing knowledge of financial markets by learning how money and stock markets work and their role in financing companies and governments.
- 4- Acquiring skills in analyzing financial risks faced by financial and banking institutions.
- 5- Understanding the role of central banks in managing monetary policy, controlling inflation, and achieving financial stability.
- 6- Understanding the financial laws and regulations that govern the work of financial and banking institutions and the importance of financial oversight.
- 7- Understanding the principles of Islamic finance and how it differs from traditional finance in terms of products and services.
- 8- Learn financial analysis tools by using financial analysis tools to evaluate the performance of financial institutions and make banking decisions.
- 9- Developing an understanding of financial inclusion and its role in promoting financial stability and economic development.

**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- Establishing student groups and asking them to solve cases and problems in a practical way.
- 2- Finding the best ways to convey information to students.
- 3- Detailed and simple explanation of each topic while giving students an opportunity to discuss.

## **Teaching and Learning Methods**

- 1- Interactive lectures
2. Problem-based learning (Problem-Based Learning (PBL))
- 3- Case studies (Case Studies):
4. Financial simulation (Financial Simulations):
5. Project-based learning (Project-Based Learning):
6. Classroom discussions and discussion groups:
7. Formative assessment (Formative Assessment):
8. Student presentations:
9. Multimedia educational materials:
10. Final Evaluation (Summative Assessment):

## 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	Introduction to Financial and Banking Sciences		7	1
Assignments, Participation and Exams	theoretical	Types of financial institutions		7	2
Assignments, Participation and Exams	theoretical	The banking system and the functions of banks		7	3

Assignments, Participation and Exams	theoretical	Islamic banks		7	<b>4</b>
Assignments, Participation and Exams	theoretical	Monetary policy and the role of central banks		7	<b>5</b>
Assignments, Participation and Exams	theoretical	Challenges and future trends in the banking sector		7	<b>6</b>
Assignments, Participation and Exams	theoretical	Financial technology(FinTech)And its impact on the banking sector		7	<b>7</b>
Assignments, Participation and Exams	theoretical	Financial inclusion and its importance		7	<b>8</b>
Assignments, Participation and Exams	theoretical	Midterm exam		7	<b>9</b>
Assignments, Participation and Exams	theoretical	Financial markets and their types		7	<b>10</b>
Assignments, Participation and Exams	theoretical	Fundamentals of Financial Management		7	<b>11</b>
Assignments, Participation and Exams	theoretical	Financial analysis and its tools		7	<b>12</b>
Assignments, Participation and Exams	theoretical	Financial risk management		7	<b>13</b>
Assignments, Participation and Exams	theoretical	Comprehensive review and preparation for the final exam		7	<b>14</b>

Assignments, Participation and Exams	theoretical	Final exam		7	15
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<b>13. Infrastructure</b>	
Required Readings:  <ul style="list-style-type: none"> <li>• Key Texts</li> <li>• Course Books</li> <li>• Other</li> </ul>	
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

<b>14. Acceptance</b>	
Prerequisites	
Minimum number of students	
The largest number of students	

# Accounting basics

## Course Description Form

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

### Course Description

Introduce the student to the approach of accounting through the conceptual framework of accounting and the basic accounting principles for recording financial operations and provide the student with basic skills in how to record daily entries in accounting records, post them and balance them to the general ledger, trial balance, and how to prepare final accounts.

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Accounting basics BBF1102
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	First Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	175
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Ass. Lecturer :Ayat Raad
<b>10. Course Objectives</b>	

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

#### 4- 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 employed in preparing this unit is to encourage students to develop their skills by becoming familiar with the methods and approaches. Accounting In analyzing financial phenomena and preparing financial reports on scientific grounds, and creating an integrated environment between the sciences of finance and accounting This is achieved through classrooms, interactive lessons, and by considering simple experiments that include some activities. Finance Which are of interest to 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**

<b>Evaluation Method</b>	<b>Teaching Method</b>	<b>Unit Name or Subject</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
Daily, weekly, and monthly exams. and the quest tests and the end of the course.	theoretical	Definition and importance of accounting		7	<b>1</b>

Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	The concept of accounting principles		7	<b>2</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Accounting theories		7	<b>3</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Single constraint theory		7	<b>4</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Double-constraint theory		7	<b>5</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	General Journal		7	<b>6</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	General ledger		7	<b>7</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Transfer and balance		7	<b>8</b>

Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Economic activities		7	<b>9</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	financing activities		7	<b>10</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Activities Capitalism		7	<b>11</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	For activities revenue		7	<b>12</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	The advantage Review		7	<b>13</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	monthly exam		7	<b>14</b>
Daily, weekly, and monthly exams. Quest and End of Course Tests	theoretical	Discussion to prepare for the final exam		7	<b>15</b>

### 13. Infrastructure

Required Readings: <ul style="list-style-type: none"><li>• Key Texts</li><li>• Course Books</li></ul> 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	

# Business management Basics

## Course Description Form

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

### Course Description

**Through this course, the student will learn about the importance of management in accounting sciences, and will learn about the most important management theories that govern the business world today, in addition to learning about the management levels in companies, as well as knowing the methods of pricing products and others.**

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Business management Basics BBF1103
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	First Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	150
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Dr.Mouafaq Hadi
<b>10. Course Objectives</b>	

Introducing students to the subject matter and its importance in academic life. Using modern scientific methods to develop students' understanding Identifying students' levels and skills

## 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

Using some real-life examples and presenting them in the form of questions for the purpose of explaining and solving them.

## 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**

<b>Evaluation Method</b>	<b>Teaching Method</b>	<b>Unit Name or Subject</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
- Semester exam. Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Chapter One: Planning and drafting Goals	(The concept of planning and its importance, stages of the planning process, benefits of planning, the planning system and its subsystems)	6	<b>1</b>
- Semester exam. Daily exam Daily participation that reflects the student's daily assessment  Scientific activity,	theoretical	Organizational objectives	(concept of objectives and their levels, characteristics of objectives, management by objectives)	6	<b>2</b>

scientific reports, and daily duties					
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Types of plans	(plans by level of comprehensiveness, plans by time frame, plans by use)	6	3
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Planning tools and methods	(forecasting, scenario writing, benchmarking, use of planning personnel, participation and integration in the planning process)	6	4
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity,	theoretical	Chapter Two: Censorship	The concept of control, the purposes of control, the stages of the control process)	6	5

scientific reports, and daily duties					
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Types of control	(control by level, control by date of execution, control by source, control by entity carrying out the control, control by field)	6	<b>6</b>
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Effective control system	(control system, characteristics of an effective control system, indicators of weakness in a control system)	6	<b>7</b>
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity,	theoretical	Chapter Three: Organizational Design	(Organizational design, mechanical and organic design)	6	<b>8</b>

scientific reports, and daily duties					
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Organization	(Organizational effectiveness, organizational components, design options, key design challenges, situational factors affecting design, organizational life cycle)	6	<b>9</b>
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Chapter Four: The Fundamentals of Leadership	The nature of leadership and the characteristics of a leader, leadership principles, and leadership styles.	6	<b>10</b>
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity,	theoretical	Theories	(Traditional Leadership Theory (Great Man Theory, Trait Theory), Behavioral Theories (Michigan Studies, Ohio Studies), Managerial Grid Theory) Modern trends in leadership (charismatic and	6	<b>11</b>

scientific reports, and daily duties			missionary leadership, transactional and transformational leadership, leadership in the new work environment, service leadership, relative leadership)		
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Chapter Five: Motivation	(The concept of motivation, the fundamentals of motivation)	6	<b>12</b>
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Motivation theories	(content theory, pathway theory, reinforcement theory)	6	<b>13</b>
- Semester exam.  Daily exam Daily participation that	theoretical	Motivation through job design and rewards		6	<b>14</b>

reflects the student's daily assessment					
Scientific activity, scientific reports, and daily duties					
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment	theoretical	Motivating employees through participation		6	15
Scientific activity, scientific reports, and daily duties					

### 13. Infrastructure

Required Readings:  <ul style="list-style-type: none"> <li>• Key Texts</li> <li>• Course Books</li> </ul> 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	

# Principles of Statistics

## Course Description Form

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

### Course Description

**Statistics is an important science. Through this course, the student is introduced to the most important foundations and principles, as well as the importance of this science and the relationship between statistics and other sciences. How to use it to study phenomena and problems in different fields and how to use it in analysis and scientific research.**

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Principles of Statistics / BBF1104
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	First Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	150
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Dr. Najm Al-Din Abdullah Najm
<b>10. Course Objectives</b>	

1. Providing the learner with statistical skills that enable him to prepare financial studies and reports that simulate the financial markets through the adoption of statistical methods and indicators.
2. The subject of statistics aims to develop ways and means of thinking and how to deal with financial problems and find appropriate solutions that enable him to make the appropriate decision.
3. Empower the learner through thinking and training to face 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 employed in preparing 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 on a scientific basis, and to create an integrated environment between the sciences of finance and statistics. This is achieved through classroom sessions, interactive lessons, and consideration of simple experiments that include sampling activities relevant to 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**

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

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

Daily Tests	theoretical	Preparatory week before the final Exam		6	15
Monthly exams					
Final Exams					

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

<b>14. Acceptance</b>	
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

In this course, the student will be introduced to the values of freedom, respect for human rights, and the principle of holding periodic and fair elections by universal suffrage as essential elements of democracy. Democracy, in turn, provides the natural environment necessary for effective protection and the realization of human rights. Human rights are the language of basic human desires while maintaining the concept of dignity and equality between people. It helps to express desires and respond to those who must fulfill those desires.

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Human rights & democracy UNB115
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	First Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	50
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Ass. Lecturer Tabark Hayder

## 10. Course Objectives

- 1- Introducing the student to human rights and his duties towards his society when he enjoys these rights.
- 2- Understanding human rights and their importance in ancient and modern civilizations.
- 3- Identifying the most prominent generations of human rights activists.
- 4- Studying the constitutional, political, and judicial guarantees of human rights.
- 5- The role of the United Nations in protecting human rights.

## 6- 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 to be followed in delivering this unit is to encourage students to participate in lectures and understand and learn about human rights through brainstorming, while simultaneously refining and expanding their skills. This will be achieved by addressing problems related to the topic through classrooms, interactive lessons, constructive criticism, and by creating an environment that encourages the learner to want to raise the issue of human rights.

### 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	Understanding what human rights are and comparing them to other concepts		2	1
Written exams and discussions	Listening and Discussion	The importance of human rights in ancient civilizations		2	2
Written exams and discussions	Listening and Discussion	The importance of human rights in the Middle Ages		2	3
Written exams and discussions	Listening and Discussion	The importance of human rights in modern times		2	4

Written exams and discussions	Listening and Discussion	Types of human rights		2	5
Written exams and discussions	Listening and Discussion	Contemporary international recognition of human rights		2	6
Written exams and discussions	Listening and Discussion	Contemporary regional recognition of human rights		2	7
Written exams and discussions	Listening and Discussion	monthly exam		2	8
Written exams and discussions	Listening and Discussion	The role of non-governmental organizations towards human rights		2	9
Written exams and discussions	Listening and Discussion	Human rights provisions in international conventions		2	10
Written exams and discussions	Listening and Discussion	Human rights content in the charters Regional		2	11
Written exams and discussions	Listening and Discussion	Human rights provisions in the Iraqi constitution		2	12
Written exams and discussions	Listening and Discussion	Generations of Human Rights		2	13
Written exams and discussions	Listening and Discussion	The role of the United Nations in		2	14

		protecting human rights			
Written exams and discussions	Listening and Discussion	Constitutional, judicial, political, and legal guarantees of human rights		2	15

### 13. Infrastructure

Required Readings:	
<ul style="list-style-type: none"> <li>• Key Texts</li> <li>• Course Books</li> </ul>	
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 language 1

<b>1-Course Name:</b>
English language
<b>2-Course Code:</b>
UN116
<b>3- Semester / Year:</b>
2025-2026 / Semester 1
<b>4-Description Preparation Date:</b>
Knowing how to formulate phrases and write appropriately Knowledge of grammar English correctly Developing speaking and writing skills. Enabling students to rules develop language skills that meet the demands of the job market. Developing language function skills.
<b>5-Available Attendance Forms:</b>
Classrooms
<b>6-Number of Credit Hours (Total)/ Number of Units (Total)</b>
50
<b>7-Course administrator's name (mention all, if more than one name)</b>
Dr. Salman Dawood
<b>8-Course Objectives</b>
Developing the student's English language skills -Using modern scientific methods to develop students' understanding in reading, comprehension, and conversation It has become very important for students to learn language skills. English in speaking, writing, and grammar. Identifying students' levels and skills. Teaching the student to English and how to use read correctly. Teaching the student the rules of the language grammar rules Using language functions in a way that is appropriate to practical situations Teaching essay writing, formulating phrases, and learning the basics of writing.

## 9-Teaching and Learning Strategies

The main strategy to be followed in delivering this unit is to encourage students to participate in the exercises, while simultaneously refining and expanding their skills..Explaining the basic rules through presentations, interaction, participation, brainstorming techniques, and developing speaking and communication skills.YesFather among studentsEncouraging students to participate in lectures, complete assignments, and acquire skillsThis will be achieved through classrooms, interactive lessons, and by considering simple types of experiments that involve some activity.

## 10-Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject Name	Learning method	Evaluation method
1	2		Chapter One Parts of speech: nouns, verbs, adjectives, adverbs, prepositions, and pronouns	Theoretical/Practical	Daily tests, monthly exams, final exams
2	2		Within the first chapter: Detailing verbs into main verbs, auxiliary verbs, defective verbs, and pronouns, whether subject pronouns, object pronouns, or possessive pronouns.	Theoretical/Practical	Daily tests, monthly exams, final exams
3	2		Types of sentences: affirmative, negative, and interrogative.	Theoretical/Practical	Daily tests, monthly exams, final exams

<b>4</b>	<b>2</b>		Chapter Two: Tenses, including the simple past tense and the simple present tense.	Theoretical/Practical	Daily tests, monthly exams, final exams
<b>5</b>	<b>2</b>		The past continuous tense and the present continuous tense	Theoretical/Practical	Daily tests, monthly exams, final exams
<b>6</b>	<b>2</b>		Examples of Tenses and methods of handling verbs	Theoretical/Practical	Daily tests, monthly exams, final exams
<b>7</b>	<b>2</b>		Chapter Three Readings from the book passages and learning to pronounce words correctly: Unit One of the book	Theoretical/Practical	Daily tests, monthly exams, final exams
<b>8</b>	<b>2</b>		Reading comprehension passages from Unit 2 of the book and solving the questions related to those passages.	Theoretical/Practical	Daily tests, monthly exams, final exams
<b>9</b>	<b>2</b>		Unit three of the book: Learning correct pronunciation and solving exercises	Theoretical/Practical	Daily tests, monthly exams, final exams
<b>10</b>	<b>2</b>		The exam the first	Theoretical/Practical	Daily tests, monthly exams, final exams

11	2		Chapter Four: The Book's Outer Parts	Theoretical/Practical	Daily tests, monthly exams, final exams
12	2		Understanding and comprehending the external components and method Answering questions	Theoretical/Practical	Daily tests, monthly exams, final exams
13	2		Chapter Five Learn how to write an essay and style Writing	Theoretical/Practical	Daily tests, monthly exams, final exams
14	2		Enabling the student to write correctly according to the rules of good writing	Theoretical/Practical	Daily tests, monthly exams, final exams
15	2		Material review	Theoretical/Practical	Daily tests, monthly exams, final exams

### 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

<b>Required textbooks (curricular books any)</b>	New headway beginner students' book
<b>Main references (sources)</b>	
<b>Recommended books and references (scientific journals, reports....)</b>	

<b>Electronic References, Websites</b>	
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# Second Course

## Principles of Economics

### Course Description Form

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

#### Course Description

**This course description provides a brief summary of the concept of the Principles of Economics and Other Economic Concepts, knowledge of the theories of demand and supply and methods of measuring them, and also includes the concept of production theory, markets, foreign and internal trade, and the theory of consumer behavior, as well as knowledge of the concept of inflation, wages, money, and banks.**

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Principles of Economics/ BBF1201
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	Second Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	175
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Dr. Najm Al-Din Abdullah Najm

## 10. Course Objectives

1. Introducing and preparing the student to the subject and its importance in practical life.
2. To provide the student with the most important economic concepts and how to benefit from them within their scientific specialization as a financial and banking professional.
3. It aims to teach the student how to benefit from economic laws and apply them in practical reality, especially in understanding the mechanism of financial markets and financial derivatives markets.
4. Enabling the student to think and link everything he has learned theoretically to the events and developments of the economic reality locally, regionally and internationally. .

## 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 educational strategy is to enable the student to know and understand the most important economic concepts and to benefit from them within their scientific 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- 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	Definition of economics		7	1
Daily Tests Monthly exams Final Exams	theoretical	Demand (concept, law, table, curve), movement of the demand curve and its motion, theories of consumer behavior		7	2
Daily Tests	theoretical	Supply (concept, law, table, curve),		7	3

Monthly exams Final Exams		transfer of the supply curve and movement on it, factors affecting supply.			
Daily Tests Monthly exams Final Exams	theoretical	Balance between supply and demand		7	<b>4</b>
Daily Tests Monthly exams Final Exams	theoretical	Factors of production and their returns		7	<b>5</b>
Daily Tests Monthly exams Final Exams	theoretical	Costs (concept, types): Long-term and short-term costs, fixed, variable and marginal costs		7	<b>6</b>
Daily Tests Monthly exams Final Exams	theoretical	Markets (concept, types, functions)		7	<b>7</b>
Daily Tests Monthly exams Final Exams	theoretical	The midterm exam covers the previous material.		7	<b>8</b>

Daily Tests Monthly exams Final Exams	theoretical	Production and national income and methods of calculating it		7	<b>9</b>
Daily Tests Monthly exams Final Exams	theoretical	Components and determinants of national income		7	<b>10</b>
Daily Tests Monthly exams Final Exams	theoretical	Inflation (concept, types, theories, effects)		7	<b>11</b>
Daily Tests Monthly exams Final Exams	theoretical	Unemployment (concept, types, causes and solutions)		7	<b>12</b>
Daily Tests Monthly exams Final Exams	theoretical	Foreign trade (domestic and foreign trade and its theories)		7	<b>13</b>
Daily Tests Monthly exams Final Exams	theoretical	Exchange rate and balance of payments (meaning of exchange rate, balance of payments)		7	<b>14</b>

Daily Tests	theoretical	Review and discuss previous material and prepare for the final exam.		7	15
Monthly exams					
Final Exams					

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

<b>14. Acceptance</b>	
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

Accounting is an important science, and through this course, the most important foundations and principles are presented to the student, in addition to learning about the importance of this science and the relationship between accounting and other sciences. In this course, commercial papers, fixed and current assets, and the discovery of accounting errors and how to address them, in addition to preparing financial statements and knowing the result of the activity, whether it is profit or loss, is introduced.

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Principles of Accounting\ BBF1202
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	Second Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	175
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Ass. Lecturer Ayat Raad
<b>10. Course Objectives</b>	

- 1- Providing the learner with accounting skills, this enables him to prepare financial studies and reports that simulate the financial markets by adopting accounting methods and indicators.
- 2- This accounting course aims to develop methods and means of thinking and how to deal with financial problems and find appropriate solutions that enable them to make the right decision.
- 3- Empower the learner through thinking and training to deal with financial problems using accounting methods.

## 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 employed in preparing this unit is to encourage students to develop their skills by becoming familiar with the methods and approaches. Accounting In analyzing financial phenomena and preparing financial reports on scientific grounds, and creating an integrated environment between the sciences of finance and accounting This is achieved through classrooms, interactive lessons, and by considering simple experiments that include some activities. Finance Which are of interest to 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**

<b>Evaluation Method</b>	<b>Teaching Method</b>	<b>Unit Name or Subject</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
Daily, weekly, monthly exams. and the quest tests and the end of the course.	theoretical	Commercial Securities Concept		7	<b>1</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Bank Account Accounting Processing		7	<b>2</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Bill of Notes Accounting Processing		7	<b>3</b>

Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Accounting processing for the calculation of receivables		7	<b>4</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Correcting accounting errors		7	<b>5</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Technical and equivalent errors		7	<b>6</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Financial Statements		7	<b>7</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Accounting processing of a trading account		7	<b>8</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Accounting processing for profit and loss calculation		7	<b>9</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Accounting processing for income statement calculation		7	<b>10</b>
Daily, weekly, monthly exams. Quest	theoretical	Accounting processing of		7	<b>11</b>

and End of Course Tests		the balance sheet account			
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Accounting Processing of Financial Position Calculation		7	<b>12</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Constraint Settlements		7	<b>13</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Monthly exam		7	<b>14</b>
Daily, weekly, monthly exams. Quest and End of Course Tests	theoretical	Discussion for Preparation for the Final Exam		7	<b>15</b>

### 13. Infrastructure

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

## 14. Acceptance

<b>14. Acceptance</b>	
Prerequisites	
Minimum number of students	
The largest number of students	

# Principles Business management

## Course Description Form

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

#### Course Description

Through this course, the student will learn about the importance of management in accounting sciences, and will learn about the most important management theories that govern the business world today, in addition to learning about the management levels in companies, as well as knowing the methods of pricing products and others.

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Principles management Basics BBF1207
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	Second Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	150
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Dr.Mouafaq Hadi
<b>10. Course Objectives</b>	

Introducing students to the subject matter and its importance in academic life. Using modern scientific methods to develop students' understanding Identifying students' levels and skills

## 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

Using some real-life examples and presenting them in the form of questions for the purpose of explaining and solving them.

## 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**

<b>Evaluation Method</b>	<b>Teaching Method</b>	<b>Unit Name or Subject</b>	<b>Required Learning Outcomes</b>	<b>Hours</b>	<b>The week</b>
- Semester exam. Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Chapter One: Planning and drafting Goals	(The concept of planning and its importance, stages of the planning process, benefits of planning, the planning system and its subsystems)	6	<b>1</b>
- Semester exam. Daily exam Daily participation that reflects the student's daily assessment  Scientific activity,	theoretical	Organizational objectives	(concept of objectives and their levels, characteristics of objectives, management by objectives)	6	<b>2</b>

scientific reports, and daily duties					
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Types of plans	(plans by level of comprehensiveness, plans by time frame, plans by use)	6	3
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Planning tools and methods	(forecasting, scenario writing, benchmarking, use of planning personnel, participation and integration in the planning process)	6	4
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity,	theoretical	Chapter Two: Censorship	The concept of control, the purposes of control, the stages of the control process)	6	5

scientific reports, and daily duties					
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Types of control	(control by level, control by date of execution, control by source, control by entity carrying out the control, control by field)	6	6
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Effective control system	(control system, characteristics of an effective control system, indicators of weakness in a control system)	6	7
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity,	theoretical	Chapter Three: Organizational Design	(Organizational design, mechanical and organic design)	6	8

scientific reports, and daily duties					
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Organization	(Organizational effectiveness, organizational components, design options, key design challenges, situational factors affecting design, organizational life cycle)	6	<b>9</b>
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Chapter Four: The Fundamentals of Leadership	The nature of leadership and the characteristics of a leader, leadership principles, and leadership styles.	6	<b>10</b>
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity,	theoretical	Theories	(Traditional Leadership Theory (Great Man Theory, Trait Theory), Behavioral Theories (Michigan Studies, Ohio Studies), Managerial Grid Theory) Modern trends in leadership (charismatic and	6	<b>11</b>

scientific reports, and daily duties			missionary leadership, transactional and transformational leadership, leadership in the new work environment, service leadership, relative leadership)		
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Chapter Five: Motivation	(The concept of motivation, the fundamentals of motivation)	6	<b>12</b>
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment  Scientific activity, scientific reports, and daily duties	theoretical	Motivation theories	(content theory, pathway theory, reinforcement theory)	6	<b>13</b>
- Semester exam.  Daily exam Daily participation that	theoretical	Motivation through job design and rewards		6	<b>14</b>

reflects the student's daily assessment					
Scientific activity, scientific reports, and daily duties					
- Semester exam.  Daily exam Daily participation that reflects the student's daily assessment	theoretical	Motivating employees through participation		6	15
Scientific activity, scientific reports, and daily duties					

### 13. Infrastructure

Required Readings:  <ul style="list-style-type: none"> <li>• Key Texts</li> <li>• Course Books</li> </ul> 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	

## Financial readings

<b>1-Course Name:</b>
<b>Financial readings</b>
<b>2-Course Code:</b>
<b>BBF1204</b>
<b>3- Semester / Year:</b>
<b>second Semester /2 2026-2025</b>
<b>4-Description Preparation Date:</b>
Knowing how to formulate phrases and write appropriately in the financial and banking field. Having a vocabulary that will be useful in later years of study Developing speaking and correspondence skills in the financial and banking sector. Enabling the student to speak on financial and banking matters in the appropriate language .English language skills tailored to the job market
<b>5-Available Attendance Forms:</b>
<b>Classroom</b>
<b>6-Number of Credit Hours (Total)/ Number of Units (Total) = 30 hours , 2 unit</b>
<b>125</b>
<b>7-Course administrator's name (mention all, if more than one name)</b>
CPA . Dr : Mahmoud Taha AL Mansour
<b>8-Course Objectives :</b>
1- Developing the student's skills in financial and banking vocabulary in English - Using -modern scientific methods to develop students' understanding in reading, comprehension, and conversation It has become very important for students to acquire language skills .English in speaking and writing, with regard to the field of study in the financial and banking sector. 2- Identifying students' levels and skills.

- 3- Teaching the student to read financial and banking vocabulary correctly
- 4- Teaching the student to use financial vocabulary correctly.
- 5- The benefit for the student so that he possesses broad foundation in the financial and banking field that he can use in his later years of study.

### 9-Teaching and Learning Strategies

The main strategy to be followed in delivering this unit is to encourage students to participate in speaking, writing essays, formulating and understanding financial and banking vocabulary, while simultaneously refining and expanding their skills..Explanation of theFinancial conceptsThe core skills include presentations, interaction, participation, brainstorming techniques, and developing speaking and communication skills.YesFather among studentsEncouraging students to participate in lectures, complete assignments, and acquire skillsThis will be achieved through classrooms, interactive lessons, and by considering simple types of experiments that involve some activity.

### 10-Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	5		Chapter One Finance–The concept of finance and its importance	theory	Daily exams
2	5		Within Chapter One: Types of Finance – Corporate Finance – Public Finance	Theory	Daily exams
3	5		Chapter Two: The Concept of Banks, the Importance of Banks, and	Theory	Daily exams

			Their Developmental Role		
4	5		Chapter Two– Types banks– Central Bank and Monetary Policy– Commercial banks and how they work	Theory	Daily exams
5	5		–Specialized banks and their developmental role–Banks Islamic and its working philosophy– International banks .	Theory	Daily exams
6	5		Chapter Three :Finance - The concept of finance - Types of finance	Theory	Daily exams
7	5		Chapter Three How to obtain funding sources, whether from internal or local funding sources or external or foreign funding sources.	Theory	Daily exams
8	5		Chapter Four: Investment The concept of	Theory	Daily exams

			investment and its types		
<b>9</b>	<b>5</b>		Chapter Four Capital movements and the comparison between profitability and risk	Theory	Daily exams
<b>10</b>	<b>5</b>		The exam The semester	Theory	Daily exams
<b>11</b>	<b>5</b>		Chapter Five: The Concept of the Financial System and the Importance of the Financial System.	theory	Daily exams
<b>12</b>	<b>5</b>		Financial systems for traditional and electronic payment	Theory	Daily exams
<b>13</b>	<b>5</b>		Chapter Six The concept of financial management and performance evaluation indicators	Theory	Daily exams
<b>14</b>	<b>5</b>		Applications for performance evaluation	Theory	Daily exams

15	5		Material review	theory	Daily exams
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<b>11-Course Evaluation</b>	
Oral exams on a permanent and weekly basis	
Post questions	
Semester exams	
<b>12-Learning and Teaching Resources</b>	
<b>Required textbooks (curricular books any)</b>	Principles of banking and finance
<b>Main references (sources)</b>	Financial statement by J. wild
<b>Recommended books and references (scientific journals, reports....)</b>	
<b>Electronic References, Websites</b>	

# Excel basics

## Course Description Form

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

#### Course Description

Understanding Excel and how to use it Understanding how to use menus and commands in Excel. Understanding how to use built-in functions in Excel

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Excel basics UNB125
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	Second Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	75
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Ass. Lecturer Khalid Mohammed
<b>10. Course Objectives</b>	

- 1- Teaching students the fundamentals of Microsoft Excel through its use, and with the emergence of financial programs that facilitate various mathematical operations with high accuracy and speed, it has become essential for students to learn how to use these programs due to their role in numerous fields..
- 2- Introduction to Microsoft Excel, its importance, how to use it, and how to perform analyses
- 3- Applications of functions and mathematical formulas in various fields of life to achieve technological progress.
- 4- Explanation of the basics of the Excel program Excel
- 5- guide on how to use formulas and functions in Excel.
- 6- guide on how to prepare financial statements using Excel.

## 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 main strategy to be followed in delivering this unit is to encourage students to participate in the exercises, while simultaneously refining and expanding their skills. This will be achieved through classrooms, interactive lessons, and by considering simple types of experiments that involve some sampling activities of interest to students.

### 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	Chapter One Basic tasks of Microsoft Excel, running Microsoft Excel 2010, Microsoft Excel 2010 interface, mouse pointer shapes, File tab File		3	1
Daily Exams Monthly Exams Practical Exams	Theoretical/Practical	Home page tab Home The folder set Clipboard, font setFontAli gnment groupalignment		3	2

Final Exams					
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Group number NumberA collection of patterns Styles group of cells CellsEditing GroupEditingPage Layout tabPage Layout		3	3
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	SettingThemesPage setup groupPage SetupA set of resizing options for the purpose of fit. Select to Fit Paper options set Sheet Options arrangement set Arrange, directions Help Chapter Two Inserting objects in Microsoft Excel, Insert tab insert tab Set of tablestablesTable report Pivot Table Plan Report Pivot Chart		3	4
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	A collection of illustrations illustrations Image Tools tab		3	5
Daily Exams Monthly Exams Practical	Theoretical/Practical	Set of diagramsChartsChart Tools tab-designDesign Tab Chart Tools tab -		3	6

Exams Final Exams		Layout Layout Tab Chart Tools tab - Formatting Format Tab indicator line set Sparkline			
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Filtering agent refilter set of linkslands set of symbols		3	<b>7</b>
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	First exam		3	<b>8</b>
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	The set of known names Defined Names Formula verification set Formula Audition		3	<b>9</b>
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Account GroupCalculationData tab Data Tab		3	<b>10</b>
Daily Exams Monthly	Theoretical/Practical	Chapter Three Creating mathematical		3	<b>11</b>

Exams Practical Exams Final Exams		formulas in Microsoft Excel, Formulas tab Formulas Tab Functions Library Collection Function Library Rules for writing mathematical formulas, comparison and reference factors. sentenceIf policewom			
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Chapter Four Additional tasks in Microsoft Excel 2010, Review tab.		3	<b>12</b>
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	View Taba set of ways to display works, a display set Show,		3	<b>13</b>
Daily Exams Monthly Exams Practical Exams Final Exams	Theoretical/Practical	Enlargement set/ reduction Zoom, Window Collection Window		3	<b>14</b>
Daily Exams Monthly Exams Practical Exams	Theoretical/Practical	Auditing group Language, Comments group, Changes group		3	<b>15</b>

Final Exams					
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<b>13. Infrastructure</b>	
Required Readings: <ul style="list-style-type: none"> <li>• Key Texts</li> <li>• Course Books</li> </ul> Other	1- Basic Principles of Computer 2- Computer Basics and Office Applications
Requirements (including e.g. workshops, periodicals, software, websites)	
Social services (including for example guest lectures, vocational training, field studies)	

<b>14. Acceptance</b>	
Prerequisites	
Minimum number of students	
The largest number of students	

# 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 the knowledge and familiarity with the basic concepts of learning the Arabic language to increase the ability of students to master administrative correspondence linguistically, in addition to clarifying the most important rules of writing and distinguishing between numbers, as well as increasing students' skills in knowing the most important spelling rules and different rules of the Arabic language that increase students' skills in this field.

<b>1. Educational Institution</b>	Iraq University College
<b>2. University Department/Center</b>	Financial and banking sciences
<b>3. Course Name/Code</b>	Arabic language UNB-101
<b>4. Programs he enters</b>	Project of Developing and Updating the Curricula of the Faculty of Business and Economics in Iraqi Universities – Bachelor of Financial and banking sciences
<b>5. Available Forms of Attendance</b>	Classrooms
<b>6. Semester/Year</b>	Second Course 2025 / 2026
<b>7. Number of Hours (Total)</b>	50
<b>8. Date of preparation of this description</b>	1/6/2026
<b>9. Course Administrator Name</b>	Dr. Wijdan Sadiq Saddam
<b>10. Course Objectives</b>	

- 1- Students are able to gain knowledge and understanding of Arabic grammar rules.
- 2- Students are able to gain knowledge and understanding of Arabic literature.
- 3- Students are able to gain knowledge and understanding of the science of rhetoric in Arabic rhetoric.
- 4- Students are able 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

1. Use the view by PowerPoint software.
2. Detailed explanation with writing the most important points on the patient.
3. Direct question and answer method with students.
4. Use the brainstorming technique.
5. Assign the required topics in advance.
6. Allow students to ask and answer their questions.
7. Raising a topic for research

## 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 diacritical with letters - dual and its appendix -		2	2
The direct question	Explanation with presentation	Sound masculine plural and its appendix		2	3

The direct question	Explanation with presentation	The five nouns		2	<b>4</b>
The direct question	Explanation with presentation	Types of sentences: nominal; verbal sentence		2	<b>5</b>
The direct question	Explanation with presentation	Repeaters - kana and its sisters - number		2	<b>6</b>
The direct question	Explanation with presentation	Verb and its types/ the five verbs - tools for the jussive of the present tense		2	<b>7</b>
The direct question	Explanation with presentation	The subject and its deputy subject - the direct object / the absolute object		2	<b>8</b>
The direct question	Explanation with presentation	Islam's positions on poetry - definition of literature		2	<b>9</b>
The direct question	Explanation with presentation	Types of literature - literary eras		2	<b>10</b>
The direct question	Explanation with presentation	Poetic purposes and examples thereof		2	<b>11</b>
The direct question	Explanation with presentation	Al-Mu'allaqat		2	<b>12</b>
The direct question	Explanation with presentation	Imru' al-Qais; Al-Farazdaq; Al-Mutanabbi		2	<b>13</b>

The direct question	Explanation with presentation	Hassan ibn Thabit; Al-Sharif al-Radi; Badr Shakir al-Sayyab		2	14
The direct question	Explanation with presentation	Al-Badi'; Tabaq; Al-Janab; Saj'; Open taa and closed taa		2	15

### 13. Infrastructure

Required Readings:	
<ul style="list-style-type: none"> <li>• Key Texts</li> <li>• Course Books</li> </ul>	
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	