

كلية الاعمال /قسم ادارة الاعمال
وصف المواد
2020/2019

Pre. Requirement	Credit Hours:	Course Name	Course No.
-	3	Principles of Management - 1	02021111
The course offers the principle of management 1 as main aspects of the managerial tasks in the organizations. This topic pours on the principles of planning, organizing, controlling and leading.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Principles of Management - 2	02021211
The course was developed to lead students to have a deep understanding about the aspects surrounding management environment for its prosperity (the changes, decision making, marketing mission, financial mission and the human resources aspects.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
-	3	Principle of Statistics	02021101
This course was designed to provide students with principles of statistics and introduce them with statistics tools .			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Project Management	02024233
This course provides a full vision about the project life circle. The main subjects include: (project planning, scheduling, staffing, and controlling). Also it is showing the quantity and the quality approach to achieve the project plan and its goals such as reducing costs.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202111	3	Operations Research	02023231
This course provides the concept of operations research. It is focusing on formulating research models and the problem-solving method for transportation and distribution. In addition to the decision matrices, studying business working analysis and crises analysis using.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202104	3	Management of change and crises	02024122
This course outlines the concept of crisis management, the analysis of organisational crisis. It also provides the strategies and the forms of how to plane for the change.			

Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Public Relationship Management	02023224
The course outlines the theoretical approach about public relations. Includes (The roles of the organizations of how to manage their public course in light of dynamic environment to maintain the relations with their populace.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202104	3	Human Resources Management	02024113
This course provides a full insights about human resources. It includes the concept of human resources and human resources management. It also shows the managerial aspects of the human resources which are (planning; recruitment, selection, compensations) . Also the job analysis and descriptions, employee training.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	International Business Management	02024216
This course focuses on the international management includes (the concept , the international organizational structure characteristics, leadership and cultural aspects., the international human resources management, international marketing, and the ethics approach of the international management.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202104 /202103	3	Management of Change and development	02024218
This course provides the concept of change principle and development, to empower business organizations . It Also provides the contemporary managerial theories to cope with the dynamic environment.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Knowledge Management	02023212
This course offers the main concepts of knowledge management and its types . It is also provide the effect of scientific development in the environment full of knowledge for learning organization with competitive advantage.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202104 /202103	3	Strategic Management	02023215
This course provides the basic concepts of strategic management. including the formulating steps vision, mission and the strategic analysis, to formulate strategic objectives. It also provide how organizations implement and evaluate its strategy .			

Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Management Control	02023222
This course provides the main concepts of managerial controlling for efficiently and effectively achievements.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202104 /202103	3	Organizational Behavior	02022214
The course underlines the concept of organizational behaviour. it includes the human behaviour and the organizational behaviour in a patterns motivation, communication, , and conflict.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Scientific Research Methods	02022131
This course focuses on the methods of how to deal with data mining and analysis. It is also provides the methods of how to turn data into information decision-making. Moreover, it is develop student skills of how to determine the problem, data collection, the use of data collection tools, formulating the hypothesis, besides student to understand the practices of the statistical tools such as SPSS.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Entrepreneurship and small projects	02022112
This course includes the concept of entrepreneur project and its importance to the local economy. It shows the steps of building projects, projects characteristics, also identifying the problem organizations may face, and the essential differences between small and big organizations. It also provide managerial tasks and its operations and the support organizations get from the public and private sector.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Administrative Corruption	02024124
This course underline the main aspects if managerial corruption (the concept, it also provides methods for students skills development in how to deal within organizations against corruption.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Business Ethics and Social Responsibility	02024123
This course provide a full insights about the concept of social responsibility, it focuses in anchoring the job ethics within the organizations as one of the important aspects for organizations prosperity and progresses. This course also shows the need to differentiate between job requiems and personal requirements to avoid job frustration.			

Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Production and Operations Management	02023232
This course outlines the main concepts of operation management and strategic decisions taken by the operation managers . the course includes (predicting the of production size, operation design and production capacity design, the internal management design, the schedule of the production operation, the selection of the project location, and the internal controlling.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202104	3	Contemporary Issues in Management	02022221
This course includes, the contemporary aspects and concepts such as the globalization in a pattern of types, risks, and the international trade organization, entrepreneur organizations, privatization in a pattern of its aim methods and principles, TQM , organizational cultural, crisis management, and empowerment.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Organization Theory	02022213
This course underlines the essential aspects of organizational structure and describe the roles and the relations between the individuals within the organization. . it is focusing on defining the rules between departments within the business organizations.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202103	3	Management Communication	02024114
The course highlights the concepts and the importance of managerial communications in the businesses area. It emphasis on business communication skills.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
202232	3	Managerial Leadership	02023221
This course highlights the importance of understanding the concepts and the emerge of the leadership behaviour . it is also focus on the types of leadership and the emerge leadership theories, besides to the leaders' treats and characteristics.			
Pre. Requirement	Credit Hours:	Course Name	Course No.
-	3	computer Applications in Bussiness	02023132
This course is designed to teach features of MS Office and how to use MS Office in management, how to build tables and reports using Word, the use of PowerPoint to make presentations and how to use Access to build data base and manage them ,use of Microsoft publisher in building business cards and building of web sites using Brochures.			

Credit Hours:	Course Name	Course No.
3	Graduation Project	02024217
<p>This course is a basic requirement for graduation, so that the student deals with a specific problem or phenomenon in the field of business administration determined in advance with the supervisor and in the method of applied research and by following the methodology and methods of scientific research, whether in Arabic or English, provided that the number of its pages is not less than 25 pages and that is under the direct supervision of a faculty member In the department, and to be delivered on time, after which the student will discuss a detailed discussion.</p>		
Credit Hours:	Course Name	Course No.
3	Administrative Governance	02024225
<p>The focus in this article is on the concept of administrative governance and how to develop students 'skills in dealing within the business organization and with colleagues, managers, and workers, fighting corruption in all its forms and sources of administrative corruption and its disadvantage in business organizations.</p>		