

1. Course Name:	
Principles of Management	
2. Course Code:	
TCMM 104	
3. Semester / Year:	
second semester / 2025-2026	
4. Description Preparation Date:	
1-9-2025	
5. Available Attendance Forms:	
Attendance	
6. Number of Credit Hours (Total) / Number of Units (Total)	
60 our / 4 units	
7. Course administrator's name (mention all, if more than one name)	
Name: Safaa Saleh Fathi safaa.salih@ntu.edu.iq	
8. Course Objectives	
Course Objectives	*Developing the student's understanding of the basic concepts of management and its role in the success of organizations.. *To provide the student with a comprehensive knowledge of basic management functions and methods of application. *Enhancing the ability to think systematically in management, analyzing problems, and making decisions. *Introducing the student to the most important management theories and schools of thought, and the development of management thought. *Preparing students to understand the organizational work environment and the mechanisms of institutions..
9. Teaching and Learning Strategies	
Strategy	1- Explaining scientific material through theoretical lectures Practical examples of real-life cases 2- Discussions and simplified explanation 3- brainstorming method

4_ Analyzing real-life situations and how to respond to them as homework assignments

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	Understanding the basic concepts of management	Introduction to Management	Theoretical Lectures, Practical applications	1. Questions and discussion 2. Case analysis 3. Inquiries 4. Exam
2	4	Explaining the factors that contributed the emergence and development of management	The emergence and development of management		
3	4	Distinguishing between different administrative schools	Administrative schools		
4	4	Clarifying the role of management in institutions Governmental, private, and non-profit	Circuit application areas		
5	4	Explanation of basic administrative functions	Administrative jobs		
6	4	Understanding the concept of planning	Planning		
7	4	Explaining the importance of planning and its role in achieving Organizational goals	Importance and objectives of planning		
8	4	Explaining the basic stages of the planning process and its importance in success of the administrative process	Planning steps		
9	4	Understanding authority and responsibility and explaining the relationship between them	Authority and responsibility		
10	4	Understanding the concepts of centralization and decentralization and analyzing their advantages and disadvantages	Centralization and decentralization		
11	4	Understanding the concept of organizational charts and their types	Organizational maps		
12	4	Understanding the concept of motivation its importance, and explanation His various theories and methods	Motivation		
13	4	Understanding the concept of leadership	Leadership		

		and distinguishing between its styles different			
14-15	6	Understanding the concept of censorship, explaining its types and steps	censorship		
15	2		Exam		
11.Course Evaluation					
Type	Midterm	Final	Total		
Theory	50	50	100		
12.Learning and Teaching Resources					
Required textbooks (curricular books, if any)			Principles of Management with a Focus on Business Administration/Dr. Khalil Muhammad Hassan Al-Shammaa		
Main references (sources)			1-Maher, Ahmed. Principles of Management: Between Science and Art. Alexandria, Egypt: University Press for Printing, Publishing and Distribution, 2012. 2-Al-Fadl, Mu'ayyad Abdul-Hussein/ Fundamentals of Modern Management, Dar Al-Manahij for Publishing and Distribution, Amman, Jordan, First Edition 2009		
Recommended books and references (scientific journals, reports...)			Management Robbins, S. P., & Coulter, M. Management. Pearson Education, 15th Edition, 2023. Principles of ManagementGriffin, R.W. Principles of Management. Cengage Learning, 14th Edition, 2021.		
Electronic References, Websites			https://openstax.org/details/books/principles-management https://scholar.google.com		

1. Course Name:					
English Language					
2. Course Code:					
ntu201					
3. Semester / Year:					
First semester / 2025-2026					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
30 hour / 2 units					
7. Course administrator's name (mention all, if more than one name)					
suhail-ahmed@ntu.edu.iq Lect. Dr. Suhail Ahmed Muhammad-Nouri					
8. Course Objectives					
Course Objectives		To make students understand the parts of speech. To enable students to construct simple sentence. To provide students with simple vocabulary and make them communicate effectively			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Nouns	Parts of speech	Theoretical Lectures	5. Questions and discussion 6. Case analysis 7. Inquiries 8. Exam
2	2	Verbs	Parts of speech		
3	2	Adjectives	Parts of speech		
4	2	Adverbs	Parts of speech		
5	2	Helping verbs	Types of verbs		
6	2	Main Verbs	Types of verbs		
7	2	Modal Verbs	Types of verbs		
8	2	Present simple	Tense		
9	2	Past Simple	Tenses		
10	2	Present continuous	Tenses		
11	2	Writing	Writing		
12	2	Steps of writing			
13	2	Reading	Reading		
14-15	4	steps of reading			
15	2	Exam			

9. Course Evaluation

Type	Midterm	Final	Total
Theory	50	50	100

10. Learning and Teaching Resources

Required textbooks (curricular books, if any)	New Headway Plus (Beginner) , John and Liz Soars, Oxford (Student's Book)
Main references (sources)	New Headway Plus (Beginner) , John and Liz Soars, Oxford (Workbook)
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

1. Course Name:					
Administrative Reading					
2. Course Code:					
BMT110					
3. Semester / Year:					
Second semester / 2025-2026					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
60 hour / 4 units					
7. Course administrator's name (mention all, if more than one name)					
Lect. Dr. Suhail Ahmed Muhammad-Nouri suhail-ahmed@ntu.edu.iq					
8. Course Objectives					
Course Objecti		1. Provide students with basic concepts related to Administrative Vocabulary English language 2. Provide students with basic vocabulary 3. Enable the students to read administrative texts. 4. Enable the students to communicate effectively. 5. Provide students with the knowledge of administration in English language.			
9. Teaching and Learning Strategies					
Strat		1- Explaining scientific material through theoretical lectures 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	Learning Administrative Terms	Approaches of Administration	Theoretical Lectures	1. Questions and discussion 2. Case analysis 3. Inquiries 4. Exam
2	4	Learning Administrative Terms	Role of Administrator		
3	4	Learning Administrative Terms	Important administrative terms		
4	4	Learning Administrative Terms	Function of Administration		
5	4	Learning Administrative Terms	Important administrative terms		
6	4	Learning Administrative Terms	Important administrative terms		
7	4	Learning Administrative Terms	Skills of administrator		
8	4	Learning Administrative Terms	Different Activities		
9	4	Learning Administrative Terms	Different jobs of Administrator		
10	4	Learning Administrative Terms	Synonymy		
11	4	Learning Administrative Terms	Antonymy		

12	4	Learning Administrative Terms	Concept of Administration		
13	4	Learning Administrative Terms	Synonymy: Advanced		
14-15	6	Learning Administrative Terms	Antonymy: Advanced		
15	2	Exam	—		

5. Course Evaluation

Type	Midterm	Final	Total		
Theory	50	50	100		

6. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Publications on Administrative reading available in the college library and the university's central library
Main references (sources)	
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	Administrative reading websites.

1. Course Name:					
Principles of Accounting					
2. Course Code:					
TCMM106					
3. Semester / Year:					
Fall Semester / 2025–2026					
4. Description Preparation Date:					
30-01-2026					
5. Available Attendance Forms:					
In-person Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
60 Hours / 4 Units					
7. Course administrator's name (mention all, if more than one name)					
Anas Ahsan Ahmed anas_ahsan@ntu.edu.iq					
8. Course Objectives					
Course Objectives		The course introduces students to the fundamental concepts and principles of accounting and its role in measuring, recording, classifying, and communicating financial information. It develops skills in analyzing financial transactions, preparing accounting records, and producing financial statements in accordance with generally accepted accounting principles.			
9. Teaching and Learning Strategies					
Strategy		- Theoretical and practical lectures. - Classroom discussions and interactive learning. - Practical accounting exercises. - Project-based learning activities. - Assignments, reports, and presentations. - Case studies and analytical exercises			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	Understanding accounting concepts	Introduction to Accounting Principles	Theoretical Lectures	11. Questions and discussion 12. Case analysis 13. Inquiries
2	4	Understanding journal entries	Single, Double and Compound Entries		
3	4	Analyzing transactions	Financial Transaction Analysis		
4	4	Recording transactions	Posting to Journal		

5	4	Journal skills	Advanced Journal Entries		14. Exam
6	4	Ledger accounts	Posting to Ledger		
7	4	Account classification	Ledger Accounts		
8	4	Trial balance preparation	Trial Balance		
9	4	Applying procedures	Trial Balance by Totals		
10	4	Preparing balances	Trial Balance by Balances		
11	4	Adjustments	Adjusting Entries		
12	4	Error correction	Accounting Errors		
13	4	Financial statements	Balance Sheet Preparation		
14-15	6	Accounting cycle	Final Accounts and Statements		
15	2	Review and assessment	Comprehensive Review and Final Exam		

15. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

16. Learning and Teaching Resources

Required Textbook: Principles of Accounting (Foundations and Procedures) – Ahmed Wajih Al-Dabbagh	
References: Accounting and Financial Accounting resources available in university libraries.	

1. Course Name:					
Marketing Management 1					
2. Course Code:					
BMT 223					
3. Semester / Year:					
First semester / 2025-2026					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
60 hour / 4 units					
7. Course administrator's name (mention all, if more than one name)					
Name: Wijdan Hasan Hamoody Email: wijdanhassan@ntu.edu.iq Name: داليا قتيبة سعيد Email : Mti.lec54.dahlia@ntu.edu.iq					
8. Course Objectives					
Course Objectives		The course introduces the student to marketing management as an introduction, the functions it performs in business organizations, and the role it can play in business organizations and society. It is preferable for the student to be familiar with the concepts, analysis, and theories that govern marketing activity in business projects. It also enables the student to understand the forces influencing consumption and to acquire comprehensive skills related to marketing science, such as how to conduct market research in industrial organizations.			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	The Relationship Between Marketing and Other Departments	Introduction to the study of marketing	Theoretical Lectures	17. Questions and discussion 18. Case analysis
2	4	General Concept of Marketing	The concept of marketing and marketing efficiency		
3	4	Environmental Analysis	The marketing environment and marketing objectives		

4	4	Market Segmentation	Justifications, types, and strategies of market segmentation		19. Inquiries 20. Exam
5	4	Understanding Consumer and Industrial Buying Behavior	Buying decisions, factors affecting buying decisions, decision-making steps, and buying motives		
6	4	Market Segmentation (continued)	Market division, market concept, types of markets, market segmentation, and target market selection		
7	4	Sales Analysis	Sales forecasting and the fundamentals of segmentation		
8	4	Importance of Information Systems	Marketing information systems, The importance of information, and their contributions to Improving marketing activities		
9	4	Importance of Market Research	Market research and procedures of marketing research		
10	4	Understanding the Product Concept	Product, product mix, product classification, and brand Positioning		
11	4	Importance of Packaging	Packaging and labeling: concept, standards, and the relationship between production and intermediaries		
12	4	Understanding Distribution Channels	Distribution and distribution channels and the factors influencing them		
13	4	Identifying Marketing Activities	Choosing distribution channels, organizational marketing activities, vertical and horizontal integration		
14-15	6	Promotion	Promotion, communication procedures, promotional mix: factors influencing the promotional mix, and promotional methods used in various fields		
15	2	Exam	—		

21. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

22. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Al-Diwaji, Abi. <i>Marketing Management</i> . Dar Al-Kutub for Printing and Publishing, Mosul.
Main references (sources)	• Kotler, P., & Armstrong, G. <i>Principles of Marketing</i>. Translated by Sarour Ali Ibrahim Sarour, Dar Al-Mareekh Publishing (2009). • Al-Lami, Ghassan Qasim. <i>Marketing Management</i>. Dar Al-Safa for Publishing and Distribution (2013).
Recommended books and references (scientific journals, reports...)	1. Kotler, P., & Keller, K. L. <i>Marketing Management</i> (14th Edition). Prentice Hall (2012). 2. Kotler, P., & Armstrong, G. <i>Principles of Marketing</i> (16th Edition). Pearson Inc. (2016). 3. Recent Research in the Field of Marketing
Electronic References, Websites	https://open.umn.edu/opentextbooks/textbooks/50 https://cpdonline.co.uk/knowledge-base/business/principles-of-marketing/ https://www.ebsco.com/research-starters/marketing/marketing-principles

1. Course Name:					
Marketing Management 2					
2. Course Code:					
BMT 227					
3. Semester / Year:					
second semester / 2025-2026					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
60 hour / 4 units					
7. Course administrator's name (mention all, if more than one name)					
Name: Wijdan Hasan Hamoody Email: wijdanhassan@ntu.edu.iq Name: داليا قتيبة سعيد Email : Mti.lec54.dahlia@ntu.edu.iq					
8. Course Objectives					
Course Objectives		The course introduces the student to marketing management as an introduction, the functions it performs in business organizations, and the role it can play in business organizations and society. It is preferable for the student to be familiar with the concepts, analysis, and theories that govern marketing activity in business projects. It also enables the student to understand the forces influencing consumption and to acquire comprehensive skills related to marketing science, such as how to conduct market research in industrial organizations.			
9. Teaching and Learning Strategies					
Strategy		1– Explaining scientific material through theoretical lectures, Practical examples of real–life cases 2– Discussions and simplified explanations 3– Brainstorming 4– Asking questions and group discussion 5– Analyzing real–life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	Consumer Behavior	Final consumer behavior, industrial consumer behavior	Theoretical Lectures, Practical	23. Questions and discussion
2	4	Buying	Concepts of the buying process, stages, roles, factors, and buying		24. Case

			decisions	application s	analysis 25. Inquiries 26. Exam
3	4	Advertising Concept	Advertising (importance and objectives)		
4	4	Sales Promotion Concept	Sales promotion (definition and forms of promotion)		
5	4	Personal Selling Concept	Personal selling, definition, procedures, and sales force management		
6	4	Understanding the Fourth Element of Marketing Mix	Pricing: pricing objectives and Factors Affecting Pricing Decisions		
7	4	Focusing on the Concept of Customer Service	Services marketing: concept, importance, and characteristics		
8	4	Application of the Marketing in Services	Services marketing mix		
9	4	Matching and Differing Concepts	Comparison between goods and services		
10	4	E-Marketing Concept	E-marketing and the various formats for applying its strategies		
11	4	Practical Applications Case Studies	Iraqi consumer behavior Marketing non-profit Organizations		
12	4	Understanding Social and Ethical Considerations of E-Marketing	Advantages and disadvantages of e-marketing		
13	4	Sustainable Marketing	Social, economic, and Environmental considerations in marketing and their relation to sustainable development		
14-15	6	The sustainable marketing mix	Product, price, promotion, distribution its impact on the environment, and sustainable benefits		
15	2	Exam	—		

27. Course Evaluation

Type	Midterm	Final	Total
Theory	50	50	100

28. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Al-Diwaji, Abi. <i>Marketing Management</i> . Dar Al-Kutub for Printing and Publishing, Mosul.
Main references (sources)	• Kotler, P., & Armstrong, G. <i>Principles of Marketing</i>. Translated by Sarour Ali Ibrahim Sarour, Dar Al-Mareekh Publishing (2009). • Al-Lami, Ghassan Qasim. <i>Marketing Management</i>. Dar Al-Safa for Publishing and Distribution (2013).
Recommended books and references (scientific journals, reports...)	4. Kotler, P., & Keller, K. L. <i>Marketing Management</i> (14th Edition). Prentice Hall (2012). 5. Kotler, P., & Armstrong, G. <i>Principles of Marketing</i> (16th Edition). Pearson Inc. (2016). 6. Recent Research in the Field of Marketing
Electronic References, Websites	https://open.umn.edu/opentextbooks/textbooks/50 https://cpdonline.co.uk/knowledge-base/business/principles-of-marketing/ https://www.ebsco.com/research-starters/marketing/marketing-principles

1. Course Name:					
English Language					
1. Course Code:					
NTU201					
2. Semester / Year:					
First semester / 2025-2026- Second Level					
3. Description Preparation Date:					
1-9-2025					
4. Available Attendance Forms:					
Attendance					
5. Number of Credit Hours (Total) / Number of Units (Total)					
30 hour / 2 units					
6. Course administrator's name (mention all, if more than one name)					
suhail-ahmed@ntu.edu.iq Lect. Dr. Suhail Ahmed Muhammad-Nouri					
7. Course Objectives					
Course Objectives		. Provide students with basic concepts related to the use of English language 2. Provide students with basic vocabulary 3. Enable the students to construct simple sentences. 4. Enable the students to communicate effectively. 5. Provide students with the basic culture and literature of English.			
8. Teaching and Learning Strategies					
Strategy		1– Explaining scientific material through theoretical lectures 2– Discussions and simplified explanations 3– Brainstorming 4– Asking questions and group discussion 5– Analyzing real-life situations and how to respond to them as homework			
9. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Parts of speech: basics	Parts of speech	Theoretical Lectures	29. Questions and discussion 30. Case analysis 31. Inquiries 32. Exam
2	2	Main verbs and model verbs	Parts of speech		
3	2	Auxiliary verb and linking verb	Parts of speech		
4	2	Present simple tense	Parts of speech		
5	2	Present Simple	Types of verbs		
6	2	Short story 1	Types of verbs		
7	2	Past Simple	Types of verbs		
8	2	Short story 2	Tense		
9	2	Short story 3	Tenses		
10	2	Short story 4	Tenses		

11	2	Basic tips of writing	Writing		
12	2	Basic tips of conversation			
13	2	Reading	Reading		
14-15	4	The steps of reading	,		
15	2	Exam	—		

33. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

34. Learning and Teaching Resources

Required textbooks (curricular books, if any)	New Headway Plus (Beginner) , John and Liz Soars, Oxford (Student's Book)
Main references (sources)	Publications on English Language available in the college library and the university's central library
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

1. Course Name:					
Human Resource Management					
2. Course Code:					
3. Semester / Year:					
second semester / 2025-2026					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
60hour / 4 units					
7. Course administrator's name (mention all, if more than one name)					
Dr. Iman Najm Al-Din Mr. Mahmoud Shaban Khader mahmoodshaban90@ntu.edu.iq					
8. Course Objectives					
Course Objectives		Learning Objective 1: To identify the fundamental concepts of human resource management. Learning Objective 2: To develop a comprehensive understanding of managing people within organizations efficiently and effectively. Learning Objective 3: To equip the student with the skills to maintain a positive work environment.			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures, Practical examples of real-life cases 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	Advanced Human Resources Management	Introduction to Human Resource Management		35.
2	4	Advanced Human	What is Human Resource Management		

		Resources Management	and how did it originate?		
3	4	Advanced Human Resources Management	Job Analysis Function		
4	4	Advanced Human Resources Management	Job Specifications		
5	4	Advanced Human Resources Management	What is Human Resource Planning?		
6	4	Advanced Human Resources Management	Organizing Human Resource Management		
7	4	Advanced Human Resources Management	Recruitment Function		
8	4	Advanced Human Resources Management	Selection Function		
9	4	Advanced Human Resources Management	Hiring Function		
10	4	Advanced Human Resources Management	Training and Development Function		
11	4	Advanced Human Resources Management	Performance Evaluation Function		
12	4	Advanced Human Resources Management	Evaluation Methods and Techniques		
13	4	Advanced Human Resources Management	Compensation Function		
14-15	6	Advanced Human Resources Management	Retirement and Termination of Employment		
15	2	Exam	—		

36. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

37. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Books available in the college library and the websites of the university's scientific and applied research projects.
Main references (sources)	1- Al-Durra, Abdel-Bari, Al-Sabbagh, Zuhair Naim (2010), Human Resources Management in the Twenty-First Century, Wael Publishing House, Jordan, Amman.
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

1. Course Name:					
Human Resource Management					
2. Course Code:					
3. Semester / Year:					
second semester / 2025-2026					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
60hour / 4 units					
7. Course administrator's name (mention all, if more than one name)					
Dr. Iman Najm Al-Din Mr. Mahmoud Shaban Khader mahmoodshaban90@ntu.edu.iq					
8. Course Objectives					
Course Objectives		Learning Objective 1: To identify and develop a comprehensive understanding of modern human resource concepts and their application in the workplace.			
		Learning Objective 2: To understand modern human resource roles and provide an overview of the shift from traditional to strategic roles.			
		Learning Objective 3: To manage human capital and develop it through recruitment, training, development, and employee retention processes..			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures, Practical examples of real-life cases 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	Advanced Human Resources Management	Human Capital Management		38.

2	4	Advanced Human Resources Management	International Human Resources Management		
3	4	Advanced Human Resources Management	Diversity and Difference Management		
4	4	Advanced Human Resources Management	Digital Human Resources Management		
5	4	Advanced Human Resources Management	Sustainable Human Resources Management		
6	4	Advanced Human Resources Management	Human Resources Risk Management		
7	4	Advanced Human Resources Management	Employee Relations Management		
8	4	Advanced Human Resources Management	Workplace Silence		
9	4	Advanced Human Resources Management	Employee Voice		
10	4	Advanced Human Resources Management	Human Resources Flexibility		
11	4	Advanced Human Resources Management	Talent Management		
12	4	Advanced Human Resources Management	The Intellectual Person		
13	4	Advanced Human Resources Management	Job Burnout		
14-15	6	Advanced Human Resources Management	Human Capital Management		
15	2	Exam	—		

39. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

40. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Books available in the college library and the websites of the university's scientific and applied research projects.
Main references (sources)	2- Strategic Human Resource Management and Employment Relations. Ashish Malik
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

1. Course Name:					
Computer2					
2. Course Code:					
NTU201					
3. Semester / Year:					
First semester / 2025-2026					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
60 hour / 3 units					
7. Course administrator's name (mention all, if more than one name)					
Name: ahmed h. saleh Email: ahmed_albadry@ntu.edu.iq					
8. Course Objectives					
Course Objectives		This course aims to provide students with basic knowledge in the use of computers and their various applications in academic and practical fields, while developing logical thinking and problem-solving skills using modern software and technical tools. It also seeks to equip students with the ability to employ computers in scientific research and prepare reports and presentations, enhancing digital proficiency and employability..			
9. Teaching and Learning Strategies					
Strategy		- Theoretical lectures supported by presentations. - Practical applications in computer laboratories. - Cooperative learning and problem solving in groups. - Self-learning via electronic platforms and internet resources.			
10. Course Structure					
Week	watches	Required learning outcomes	Unit name/topic	Learning method	Evaluation method
the first	2	Student understanding of the lesson	programPOWER POINT	Theoretical Lectures	41. Question s and discussion 42. Case analysis 43. Inquiries 44. Exam
the second	2	Student understanding of the lesson	Components of the main interface of the program		
the third	2	Student understanding of the lesson	Information about the presentation		

Fourth	2	Student understanding of the lesson	Tabs		
Fifth	2	Student understanding of the lesson	Insert slides		
Sixth	2	Student understanding of the lesson	Presentation Views		
Seventh	2	Student understanding of the lesson	PowerPoint keyboard shortcuts		
The eighth	2	Student understanding of the lesson	Exams		
Ninth	2	Student understanding of the lesson	Internet		
Tenth	2	Student understanding of the lesson	e-mail		
Eleventh	2	Student understanding of the lesson	Excel concept		
Twelfth	2	Student understanding of the lesson	Open and create a file		
Thirteenth	2	Student understanding of the lesson	Insert data, rows and columns		
Fourteenth	2	Student understanding of the lesson	Organizational structure of operations		
Fifteenth	2		semester exam		

1. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

2. Learning and Teaching Resources

1- Required textbooks	Computer Fundamentals and its Applications, Ziad Mohammed Abboud et al., 2014.
2- Main references (sources)	Computer Fundamentals and its Applications, Ziad Mohammed Abboud et al., 2014.
A- Recommended books and references (scientific journals, reports)	Kevin Hare . (2022). Computer Science Principles The Foundational Concepts of Computer Science

B - Electronic references, websites...	Computer basics websites
Curriculum Development Plan12.	
course content is updated periodically to keep pace with recent technological developments, introducing new topics such as information security and cloud computing. The practical side is also enhanced by adding applications for multiple operating systems and modern programming languages. E-learning and applied projects are also enhanced, linking the course to labor market requirements, and are periodically reviewed based on feedback from students and faculty.	

1. Course Name/Code		
/Intermediate Accounting 1		
2. of attendance Available forms		
Dori		
3. Semester/Year		
Chapter One		
4. number of study hours Total		
every week 5		
5. Date this description was prepared		
2026/5/10		
6. (Course objectives (general course objectives		
Evaluation methods	Teaching and learning methods	Outputs
		Outputs The learning outcomes of Intermediate Accounting are the "backbone" of any professional accountant, taking you from knowing "how" to recording entries to understanding "why" and how to process them
		Skills - B Advanced analysis of budget items move from simply knowing the You will account names to analyzing their components :in detail current assets: The skill of handling -Non fixed assets, intangible assets (such as .goodwill), and amortization Equity: Understanding the complex processes s, distributing dividends, and of issuing share .treasury shares Liabilities: Ability to handle bonds, finance .leases, and potential liabilities Preparing integrated financial reports You will gain the ability to build a complete :picture of the facility by Preparing a cash flow statement using the direct and indirect methods (a skill many

		.(beginners lack Drafting the explanatory notes to the financial statements, which is the part that explains the .makers-figures to decision
		Values -C The value of professional judgment In intermediate accounting, you discover that accounting is not always $1+1=2$. There are .areas that require personal judgment Impact: You learn how to choose between accounting alternatives (such as depreciation r inventory valuation) in methods o accordance with the company's economic reality, thus building in you the value of .scientific honesty in estimation) The value of precision and detail .2 Precision & Rigor (This material delves into the details of the he financial statements (assets, items in t .(liabilities, and equity

7. (Theoretical and practical vocabulary) Course structure

Evaluation Method	Teaching method	Unit/Topic Name	Required learning outcomes	Hours	Week
Tests and reports	Practical Theoretical	Introduction to accounting Its nature, Its objectives, t outputs of the accounti ystem , and the users .accounting information	Accounting is describ activity that as a serv provides information help beneficiaries in t making -decision process; it can cond a large amount of da into a small number .related elements	5	1
Tests and reports	Practical Theoretical	statements , how to prepare them, auditing accounts , final accounting Trading, profit and loss statement , balance .sheet Public	A commercial company is defined as a company that buys goods for the purpose of selling them and making profits. Financial statements are limited to two main accounts, which will be presented in the	5	2

			.lecture		
Tests and reports	Practical Theoretical	Financial statements industrial establishments	The gains are displayed which are called Sor consider it a report that measures the success of a company's operation specific period, over a due to its significant importance in providing information to investors and .creditors	5	3
Tests and reports	Practical Theoretical	Manufacturing Statement (Manufacturing Statement (	The difference between the financial statements in industrial companies and those in commercial companies is .explained	5	4
Tests and reports	Practical Theoretical	Incomestatement	The earnings report, which some refer to as the report measuring the success of a company's operations over a specific period, presented due to its significant importance in providing information to investors .and creditors	5	5
Tests and reports	Practical Theoretical	Operational statement a income statement	The difference between the financial statement in industrial companies and those in commercial companies .is explained	5	6
Tests and reports	Practical Theoretical	Preparing a profit and loss statement	The purpose of preparing a profit and loss account is explained, as the gross generated from profit the trading account does not represent the net profit that should .added to the capital	5	7

Tests and reports	Practical Theoretical	Financial Position	The company's financial position is presented through the statement at the time it is prepared, usually at the end of the fiscal year, to show what assets the company owns and what liabilities it owes	5	8
Tests and reports	Practical Theoretical	flow audit revealed	Clarifying and explaining the operations investment in which the company uses large sums of money, and answering questions about the source of funding for these investments	5	9
Tests and reports	Practical Theoretical	Financial statements commercial establishments	The retained earnings statement is displayed in this statement because it is a reconciliation of the retained earnings account balance from the beginning of the year to its end	5	10
Tests and reports	Practical Theoretical	Worksheet Adjustments The restrictions	The adjustment restrictions have been clarified, and in order to arrive at the net profit and loss for the fiscal year, the matching principle must be applied. Thus the profit and loss account only reflects expenses pertaining to the year, regardless of whether payments were made or not	5	11
Tests and reports	Practical Theoretical	Debtors and the creation of a provision for doubtful debts	Debtors are an important component of a company's current assets. The term "debtors" refers to the company's	5	12

			receivables from third parties that are expected to be .collected in cash		
Tests and reports	Practical Theoretical	Cash	Cash flow in companies is divided into two parts: the first is related to the cash fund and is affected by receipts (cash or checks) and cash payments related to financial transactions; the second part is related to the bank and deals with financial transactions that take place through the movement of the current account .in the bank	5	13
Tests and reports	Practical Theoretical	Bank statement matching	A process of comparing the balance shown on the bank statement with the balance recorded in the company's books to identify and correct any discrepancies. Discrepancies can arise from transactions not yet recorded in the company or bank's books, or from .recording errors	5	14

			Review and exam	5	15
8. Curriculum Development Plan					
Continuously updating the curriculum to keep pace with labor market Committee, Scientific Committee) such as developments (Curriculum Update 1 – Developing curricula that are relevant to the labor market 2 – Holding seminars and scientific conferences aimed at updating school curricula 3 – Keeping up with scientific developments in the field of specialization					
9. Infrastructure					
Available			classrooms and laboratories And the workshops		
Available			1- Required textbooks		
			2- (Main references (sources		
slave , Naeem on , Jasem , Jade Saud , Kor Accounting (2012) Hassan Nazim ,Mr Edition , contemporary vision Intermediate Najaf , Design For printing The scale , First . Iraq , The most honorable Intermediat Accounting , Kieso , 2020			i) Recommended books and references (scientific journals, reports, (.etc		
nothing			ب) , Electronic references , websites ...		

Course Description Form

1. Course Name:	
Production and Operations Management II	
2. Course Code:	
3. Semester / Year:	
Second Semester / 2025-2026	
4. Description Preparation Date:	
1-2-2025	
5. Available Attendance Forms:	
Attendance	
6. Number of Credit Hours (Total) / Number of Units (Total)	
60 hour / 4 units	
7. Course administrator's name (mention all, if more than one name)	
Name: Atheer Haso Eshaq Gajo Email: athergajo@ntu.edu.iq Name: Zain Muzahim Altak Email:	
8. Course Objectives	
Course Objectives	This course builds upon the knowledge acquired in Production and Operations Management I. It introduces students to production scheduling, project management, inventory management, facility layout planning, quality management, productivity measurement, and continuous improvement techniques. The course develops students' analytical and problem-solving skills by applying quantitative and qualitative methods to improve operational performance, optimize resource utilization, and support managerial decision-making in manufacturing and service organizations.
9. Teaching and Learning Strategies	
Strategy	– Theoretical lectures. – Interactive discussions and classroom participation. – Brainstorming sessions. – Problem-solving exercises and case studies. – Individual and group assignments. – Analysis of practical applications in production and service organizations. – Student presentations and seminars. – Continuous assessment and feedback.

Course Structure

--	--

Week	Hours	Required Learning Outcomes	Unit or Subject Name	Learning Method	Evaluation Method
1	4	Understanding production scheduling concepts and objectives	Production Scheduling	Theoretical Lectures, Practical Applications	Questions and Discussion
2	4	Applying production scheduling techniques	Scheduling Methods and Techniques	Theoretical Lectures, Exercises	Case Analysis
3	4	Understanding project management concepts and project life cycle	Introduction to Project Management	Theoretical Lectures	Inquiries
4	4	Applying project planning and control techniques	Project Planning and Control	Theoretical Lectures, Practical Applications	Questions and Discussion
5	4	Using network analysis techniques in project management	CPM and PERT Techniques	Theoretical Lectures, Exercises	Case Analysis
6	4	Understanding inventory management concepts and objectives	Inventory Management	Theoretical Lectures	Questions and Discussion
7	4	Applying inventory control techniques	Inventory Control Systems	Theoretical Lectures, Exercises	Inquiries
8	4	Determining optimal inventory levels	Economic Order Quantity (EOQ) and Reorder Point	Theoretical Lectures, Practical Applications	Case Analysis
9	4	Understanding facility layout planning concepts	Facility Layout Planning	Theoretical Lectures	Questions and Discussion
10	4	Comparing different facility layout alternatives	Types of Facility Layout	Theoretical Lectures, Practical Applications	Inquiries
11	4	Understanding quality management concepts and principles	Introduction to Quality Management	Theoretical Lectures	Questions and Discussion
12	4	Applying quality control and improvement tools	Quality Control Tools	Theoretical Lectures, Practical Applications	Case Analysis
13	4	Understanding Total Quality Management principles	Total Quality Management (TQM)	Theoretical Lectures	Questions and Discussion
14	4	Measuring and improving productivity	Productivity Measurement and Improvement	Theoretical Lectures, Exercises	Case Analysis

15	4	Applying continuous improvement approaches in operations	Lean Production and Continuous Improvement	Theoretical Lectures, Practical Applications	Questions, Discussion and Case Analysis
----	---	--	--	--	---

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or Subject Name	Learning Method	Evaluation Method
1	4	Understanding the concept, scope, and importance of production and operations management	Introduction to Production and Operations Management	Theoretical Lectures, Practical Applications	Questions and Discussion
2	4	Understanding production systems and transformation processes	Production Systems	Theoretical Lectures, Practical Applications	Case Analysis
3	4	Identifying objectives, functions, and challenges of operations management	Functions and Challenges of Operations Management	Theoretical Lectures	Inquiries
4	4	Understanding forecasting concepts and their managerial importance	Demand Forecasting Concepts	Theoretical Lectures	Questions and Discussion
5	4	Applying qualitative forecasting methods	Qualitative Forecasting Methods	Theoretical Lectures, Exercises	Case Analysis
6	4	Applying quantitative forecasting methods	Quantitative Forecasting Methods	Theoretical Lectures, Exercises	Inquiries
7	4	Evaluating forecast accuracy and demand analysis	Forecast Accuracy and Demand Analysis	Theoretical Lectures, Practical Applications	Questions and Discussion
8	4	Understanding facility location concepts and objectives	Facility Location Planning	Theoretical Lectures	Case Analysis
9	4	Identifying factors affecting location decisions	Factors Affecting Facility Location	Theoretical Lectures	Questions and Discussion
10	4	Applying facility location evaluation techniques	Facility Location Evaluation Methods	Theoretical Lectures, Exercises	Inquiries
11	4	Understanding capacity	Capacity Planning	Theoretical	Questions and

		planning concepts and strategic importance		Lectures	Discussion
12	4	Measuring and evaluating different types of production capacity	Capacity Measurement and Utilization	Theoretical Lectures, Exercises	Case Analysis
13	4	Understanding aggregate production planning concepts	Aggregate Production Planning	Theoretical Lectures	Questions and Discussion
14	4	Applying aggregate planning strategies and techniques	Aggregate Planning Strategies	Theoretical Lectures, Practical Applications	Case Analysis
14-15	6	Understanding digital transformation and Industry 4.0 applications in operations management	Production and Operations Management in Industry 4.0	Theoretical Lectures, Practical Applications	Questions, Discussion and Case Analysis
15	2	Exam	—	—	Exam

11. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Abdul Kareem Mohsen & Sabah Majeed Al-Najjar, Production and Operations Management, 4th Edition, Al-Thakira Publishing House, Baghdad, 2012. Krajewski, Ritzman & Malhotra, <i>Operations Management: Process and Supply Chains</i> .
Main references (sources)	Heizer, J., Render, B., & Munson, C. <i>Operations Management: Sustainability and Supply Chain Management</i> .
Electronic References, Websites	https://drive.google.com/drive/folders/1uB937F-o9V4wsMkNX91qvijVL7H5ddZP?usp=sharing

1. Course Name:					
English Language					
2. Course Code:					
NTU301					
3. Semester / Year:					
First semester / 2025-2026- Third Level					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
30 hour / 2 units					
7. Course administrator's name (mention all, if more than one name)					
Lect. Dr. Suhail Ahmed Muhammad-Nouri suhail-ahmed@ntu.edu.iq					
8. Course Objectives					
Course Objectives		1. Provide students with basic concepts related to the use of English language 2. Provide students with basic vocabulary 3. Enable the students to construct simple sentences. 4. Enable the students to communicate effectively. 5. Provide students with the basic culture and literature of English.			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Present simple ten	Parts of speech	Theoretical Lectures	3. Questions and discussion 4. Case analysis 5. Inquiries 6. Exam
2	2	Past simple tense	Parts of speech		
3	2	Passive and active voices	Parts of speech		
4	2	Writing	Parts of speech		
5	2	Conversation	Types of verbs		
6	2	Reading	Types of verbs		
7	2	Tips of reading	Types of verbs		

8	2	Writing about different topics	Tense		
9	2	Short story 1			
10	2	Short story 2			
11	2	Imperative, negative and questions	Writing		
12	2	Basic tips of conversation			
13	2	Function of language basics	Reading		
14-15	4	Conditional sentence ,			
15	2	Exam	—		

7. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

8. Learning and Teaching Resources

Required textbooks (curricular book if any)	New Headway Plus (Pre-Intermediate) , John and Liz Soars, Oxford (Workbook)
Main references (sources)	Publications on English Language available in the college library and the university's central library
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	https://elt.oup.com/student/headway/?cc=global&selLanguage

1. Course Name:					
Banking management					
2. Course Code:					
3. Semester / Year:					
Semester					
4. Description Preparation Date:					
26/3/3					
5. Available Attendance Forms:					
My presence					
6. Number of Credit Hours (Total) / Number of Units (Total)					
15=60					
7. Course administrator's name (mention all, if more than one name)					
Name: Rawaa Ahmad Yousif Email: rawaa_ahmad@ntu.edu.iq					
8. Course Objectives					
			Course Objectives 1. Introducing the conceptual framework of the topic of bank management and its importance, giving students an idea about bank management and its performance digitally.		
9. Teaching and Learning Strategies					
Strategy		Developing curricula that align with the job market 2- Holding scientific seminars and conferences aimed at updating the curricula 3- Following up on scientific developments in the field of specialization 4- Training students and developing their practical skills in the field of banking.			
10. Course Structure					
Week	Hours	Required Learning	Unit or subject name	Learning method	Evaluation method

		Outcomes			
1	4		Overview of Bank Management		
	4		Overview of Bank Management		
	4		Financial statements, liquidity management, and reserves		
	4		Financial statements and liquidity and reserves management		
	4		Management of the bank's liabilities		
	4		Bank liabilities management		
	4		Bank Asset Management		
	4		Bank asset management		
9	4		Management of other banking operations		
10	4		Managing other banking operations		
11	4		Evaluation of bank performance and supervision		

12	4		Investment management		
13	4		Bank profitability analysis		
14	4		Bank profitability analysis		
15	4		Other types of banking operations		

11. Course Evaluation

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

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Bank Management / Reda Abdul-Sahib
Online references (sources)	un
Recommended books and references (scientific journals, reports...)	un
Electronic References, Websites	un

1. Course Name:					
Scientific research methodology					
2. Course Code:					
NTU410					
3. Semester / Year:					
First semester / 2025-2026					
4. Description Preparation Date:					
15-6-2026					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
30 hour / 2 units					
7. Course administrator's name (mention all, if more than one name)					
Name: Israa wadullah qasim Email : israa_wadullah@ntu.edu.iq					
8. Course Objectives					
Course Objectives		: Course Objectives: To equip students with the theoretical and methodological foundations for constructing sound scientific research. 1. To introduce students to the scientific method of writing research papers. 2. To familiarize students with the characteristics of scientific thinking. 3. To familiarize students with different methodologies: the descriptive method and its branches, the experimental method, and action research. 4. To familiarize students with research tools: questionnaires and personal interviews.			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures 2- Discussions and simplified explanations on how to gather Arabic and foreign sources 3- Brainstorming and searching for research ideas and problems 4- Questioning and group discussion 5- Teaching students how to write research methodologies and cite sources in order to write scientific research correctly			
10. Course Structure					
Week	Hours	Required Learning	Unit or subject name	Learning method	Evaluation method

		Outcomes			
1	2	The concept of scientific research	The concept of scientific research	Theoretical Lectures, Practical applications	45. Questions and discussion 46. Case analysis 47. Inquiries 48. Exam
2	2	Types of scientific research	Research that seeks to uncover truth; research that focuses on critical interpretation.		
3	2	Characteristics of scientific research	Describing the phenomenon, classifying, interpreting, and analyzing data about the phenomenon		
4	2	Steps of scientific research	Defining the research problem, evaluating the research problem and formulating the research hypothesis.		
5	2	Types of hypotheses	Directed hypothesis, nihilistic hypothesis		
6	2	Sources of assumptions	The most important sources of hypotheses are experience, theory and previous studies.		
7	2	Research hypothesis conditions and characteristics	Conciseness, clarity, and testability of the hypotheses		
8	2	Key research methodologies for economic and administrative sciences	Such as the historical method, the applied method, the descriptive method, and the case study method		
9	2	Data collection	Data collection sources		
10	2	Data collection methods	There are many methods for collecting field data, and choosing the right method is important.		
11	2	Practical steps in preparing scientific research	How to read sources and what are the methods of writing research		
12	2	Organizing the search title page	Contents and main paragraphs of the introduction		
13	2	Introduction to scientific research	Key paragraphs: Research importance and research problem		
14-15	2	Methods for fixing margins	Margins at the top and bottom of the page		
15	2	Exam			

1. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

2. Learning and Teaching Resources

Required textbooks (curricular books, any)	Scientific Research Methods Dr. Asaad Hussein Atwan and Dr. Youssef Khalil Matar 1971
Main references (sources)	Scientific Research Methodology Dr. Qasim Matar Al-Khalidi 2023
Recommended books and	Scientific Research Methodology

references (scientific journals, reports...)	Dr. Qasim Matar Al-Khalidi 2023
Electronic References, Websites	https://mfes.journals.ekb.eg/article_173734.html?lan=en

1. Course Name:					
English Language					
2. Course Code:					
NTU401					
3. Semester / Year:					
First semester / 2025-2026- Fourth Level					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
30 hour / 2 units					
7. Course administrator's name (mention all, if more than one name)					
Lect. Dr. Suhail Ahmed Muhammad-Nouri suhail-ahmed@ntu.edu.iq					
8. Course Objectives					
Course Objectives		1. Provide students with basic concepts related to the use of English language 2. Provide students with basic vocabulary 3. Enable the students to construct simple sentences. 4. Enable the students to communicate effectively. 5. Provide students with the basic culture and literature of English. 1.			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Passive and active voices	Grammar	Theoretical Lectures	9. Questions and discussion 10. Case analysis 11. Inquiries 12. Exam
2	2	Present simple, continuous and perfect	Grammar		
3	2	Past simple, continuous and perfect	Grammar		
4	2	Conditional sentence Advanced	Grammar		

5	2	Conversation	Communication		
6	2	Function of Language			
7	2	Function of language 2			
8	2	Reading	Communication		
9	2	Speaking			
10	2	Short story 1			
11	2	Short story 2			
12	2	Writing about different topics			
13	2	Academic writing			
14-15	4	Reading	,		
15	2	n			

1. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

2. Learning and Teaching Resources

Required textbooks (curricular books, any)	New Headway Plus (Intermediate) , John and Liz Soars, Oxford (Student's Book) New Headway Plus (Intermediate) , John and Liz Soars, Oxford (Workbook)
Main references (sources)	Publications on English Language available in the college library and the university's central library
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	https://elt.oup.com/student/headway/?cc=global&selLanguage=en

1. Course Name:					
Risk management					
2. Course Code:					
BMT429					
3. Semester / Year:					
second semester / 2025-2026					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
45 hour / 3 units					
7. Course administrator's name (mention all, if more than one name)					
Dr. Fatima Jaafar Habib fatimajh@ntu.edu.iq Mr. Mahmoud Shaban Khader mahmoodshaban90@ntu.edu.iq					
8. Course Objectives					
Course Objectives		1. To provide students with the fundamental concepts of risk management. 2. To define risk, risk management, its importance, and its objectives. 3. To identify the skills that a risk manager should possess in today's organizations. 4. To assess, detect, and proactively address risks.			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures, Practical examples of real-life cases 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	4	Risk	Risk Concepts and Classification		3.

2	4	Risk Management	Introduction to Risk Management		
3	4	Steps	Steps and Methods of Risk Management		
4	4	Risk Manager	The Concept and Functions of a Risk Manager		
5	4	Risk Management	Risk Management Policies		
6	4	Risk Management	Risk Management Policies		
7	4	Risk Management	Risk Avoidance Methods		
8	4	Risk Management	Risk Assessment Matrix		
9	4	Risk Management	Quantitative Methods in Risk Management		
10	4	Risk Management	Risk Management Standards		
11	4	Risk Management	Risk Management Information Systems		
12	4	Risk Management	Enterprise Risk Management		
13	4	Insurance	The Concept of Insurance		
14-15	6	Insurance	Types of Insurance and Methods Applying for Insurance		
15	2	Exam	—		

4. Course Evaluation

Type	Midterm	Final	Total	
Theory	40	60	100	

5. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Books available in the college library and the websites of the university's scientific and applied research projects.
Main references (sources)	Zainab Hourri. (2004). Risk Management and Treatment. Journal of Human Sciences, 77-90. Abu Al-Futuh Ahmed, & Tamer Mohamed. (2024). The Role of Risk Management Strategies in Supporting Strategic Marketing Decision-Making. International Journal of Administrative, Economic and Financial Sciences, 3(10), 115-150.
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

1. Course Name:					
Computer 4					
2. Course Code:					
BMT410					
3. Semester / Year:					
First semester / 2025-2026- Fourth Level					
4. Description Preparation Date:					
1-9-2025					
5. Available Attendance Forms:					
Attendance					
6. Number of Credit Hours (Total) / Number of Units (Total)					
30 hour / 2 units					
7. Course administrator's name (mention all, if more than one name)					
AhmedH.saleh ahmed_albadry@ntu.edu.iq					
8. Course Objectives					
Course Objectives		This course aims to introduce computers and their uses in various accounting fields.			
9. Teaching and Learning Strategies					
Strategy		1- Explaining scientific material through theoretical lectures 2- Discussions and simplified explanations 3- Brainstorming 4- Asking questions and group discussion 5- Analyzing real-life situations and how to respond to them as homework			
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Introduction to Databases - Overview of database concepts - Importance of databases in business and technology - Introduction to Microsoft Access		Theoretical Lectures	13. Questions and discussion 14. Case analysis 15. Inquiries 16. Exam
2	2	Getting Started with Microsoft Access - Navigating the Access interface - Understanding databases, tables, forms, queries, and			

		reports - Creating a new database			
3	2	Creating and Managing Tables - Designing tables and defining fields - Data types and field properties - Primary keys and relationships			
4	2	Data Entry and Data Validation - Entering data in tables - Setting up data validation rules - Using lookup fields			
5	2	Queries: Introduction and Basics - What are queries? - Creating simple select queries - Filtering and sorting data			
6	2	Advanced Queries - Using parameter queries - Introduction to action queries (update, append, delete) - Aggregate functions in queries			
7	2	Forms: Creating and Customizing - Understanding forms and their uses - Designing user-friendly forms - Customizing form properties			
8	2	Forms: Advanced Techniques - Advanced form controls (subforms, combo boxes) - Creating navigational forms - Form macros and automation			
9	2	Reports: Introduction to Reporting - Understanding the role of reports in Access - Creating simple reports - Formatting reports for presentation			
10	2	Advanced Reporting Techniques - Grouping and sorting data in reports - Creating calculated fields in reports - Exporting reports to other formats (PDF, Excel)			
11	2	Relational Databases - Understanding relationships between tables - One-to-many and many-to-many relationships - Enforcing referential integrity			
12	2	Introduction to Macros - What are macros and their purpose? - Creating simple macros			

		- Using macros to automate tasks			
13	2	Introduction to Databases - Overview of database concepts - Importance of databases in business and technology - Introduction to Microsoft Access			
14-15	4	Getting Started with Microsoft Access - Navigating the Access interface - Understanding databases, tables, forms, queries, and reports - Creating a new database			
15	2	Exam			

17. Course Evaluation

Type	Midterm	Final	Total	
Theory	50	50	100	

18. Learning and Teaching Resources

Microsoft Access 2019 Bible" by Michael Alexander and Dick Kusleika - "Beginning Access 2019: A Beginner's Guide to Getting Started with Microsoft Access" by Joan Lambert	
"Access 2019 For Dummies" by Alison Balter	
"Access 2019 For Dummies" by Alison Balter	