

Study Program Guide

According to the Bologna Pathway

(Accredited based on a twinning agreement with the University of Karbala – College of Administration and Economics / Department of Business Administration)

University Name: Warith Al-Anbiya University

College/Institute: College of Management and Economics

Academic Department: Department of Business Administration

Academic system: Bologna Pathway for the first stage

MODULE DESCRIPTION FORM

Sample course description

Module Information			
Course Information			
Module Title	Readings in Management		Module Delivery
Module Type	Core		Texts, concept, and tests
Module Code	BMA110		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	UGx11 1	Semester of Delivery	1
Administering Department		College	Type College Code
Module Leader	Assoc. Prof. Dr. Mohamed Nabil Hadi		e-mail
Module Leader's Acad. Title		Module Leader's Qualification	
Module Tutor		e-mail	
Peer Reviewer Name		e-mail	
Scientific Committee Approval Date		Version Number	

Relation with other Modules			
Relationship with other subjects			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Learning and Teaching Strategies	
Learning and Teaching Strategies	
Strategies	

Student Workload (SWL)			
The student's academic load is calculated for 15 weeks			
Structured SWL (h/sem)		Structured SWL (h/w)	
Student's regular academic load during the semester		Regular Academic Load of the Student Weekly	

Unstructured SWL (h/sem) Student's irregular academic load during class		Unstructured SWL (h/w) Student's irregular academic load per week	
Total SWL (h/sem) The student's total academic load during the semester			

Module Evaluation Assessment of the course					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
As Formative assessment	Quizzes	2	10% (10)	5 and 10	LO #1, #2 and #10, #11
	Assignments	2	10% (10)	2 and 12	LO #3, #4 and #6, #7
	Projects / Lab. Report	1	10% (10)	Continuous	All
		1	10% (10)	13	LO #5, #8 and #10
Summative assessment	Midterm Exam	2hr	10% (10)	7	LO #1 - #7
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) Theoretical Weekly Curriculum	
Week	Material Covered
Week 1	<ul style="list-style-type: none"> The nature and concept of Managing
Week 2	<ul style="list-style-type: none"> Management movement
Week 3	<ul style="list-style-type: none"> Planning and design making
Week 4	<ul style="list-style-type: none"> Organizing
Week 5	Staffing
Week 6	<ul style="list-style-type: none"> Directing
Week 7	<ul style="list-style-type: none"> Controlling
Week 8	<ul style="list-style-type: none"> Innovation
Week 9	<ul style="list-style-type: none"> Marketing management
Week 10	<ul style="list-style-type: none"> Production management
Week 11	<ul style="list-style-type: none"> Financial management
Week 12	<ul style="list-style-type: none"> Human resources management
Week 13	
Week 14	
Week 15	
Week 16	

Delivery Plan (Weekly Lab. Syllabus) Weekly Laboratory Curriculum	
Week	Material Covered
Week 1	
Week 2	
Week 3	
Week 4	
Week 5	

Learning and Teaching Resources Learning and Teaching Resources		
	Text	Available in the Library?

Required Texts	The books are available at the library on shelf, by Dr. Suhaila Mohammad Abbas, 2001.	No
Recommended Texts		No
Websites		

Grading Scheme

Grading Chart

Group	Grade	Appreciation	Marks %	Definition
Success Group (50 - 100)	A - Excellent	privilege	90 - 100	Outstanding Performance
	B - Very Good	Very good	80 - 89	Above average with some errors
	C - Good	Good	70 - 79	Sound work with notable errors
	D - Satisfactory	medium	60 - 69	Fair but with major shortcomings
	E - Sufficient	Acceptable	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	Deposit (in processing)	(45-49)	More work required but credit awarded
	F – Fail	Failure	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.