



Republic of Iraq

Ministry of Higher Education and Scientific Research

Al , Farabi University

Collage of Business and Economics

Risk Management & Insurance Section

Academic Program Description

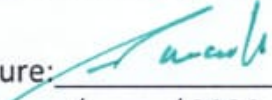
Risk Management & Insurance Section

Academic Year 2025-2026

Iraq-Baghdad-Al-Masafi Street alfarabiuc.edu.iq

Academic Program Description Form

University Name	Al-Farabi University
College / Institute	College of Administration and Economics
Scientific Department	Risk Management and Insurance
Academic or Professional Program Name	Bachelor of Risk Management and Insurance
Final Certificate Name	Bachelor of Risk Management and Insurance
Academic System	Bologna Process
Description Preparation Date	1 October 2025
File Completion Date	1 November 2025

Head of Department Name: Dr. Majida Abdul Majeed Abdul Aziz Signature:  Date: ____ / ____ / 2026	Scientific Associate Name: Prof. Dr. Hanaa Abdul Ghafar Hamood Signature:  Date: ____ / ____ / 2026
Reviewed by Quality Assurance and University Performance Division Director of the Quality Assurance and University Performance Division: Prof. Dr. Hanaa Abdul Ghafar Hammood Signature:  Date: ____ / ____ / 2026	Dean's Approval Dean of the College: Prof. Dr. Awadh Fadhel Ismail Signature:  Date: ____ / ____ / 2026
	

1. Program Vision
To be a leading academic center in education and scientific research, which effectively contributes to risk management and the promotion of the insurance industry, in a way that supports sustainable development and community service.
2. Program Mission
Providing distinguished educational programs and applied scientific research in the fields of risk management and insurance, which are qualified cadres capable of analyzing risks and designing effective insurance solutions, in a way that meets the needs of the labor market and promotes innovation, sustainability, and partnership with institutions.
3. Program Objectives
1.Prepare qualified graduates in the fields of risk management and insurance who are competitive in the labor market. 2.Developing modern curricula that keep pace with digital transformation and artificial intelligence in the risk and insurance sectors. 3.Promoting applied scientific research in the fields of risk management and insurance and supporting its dissemination and marketing. 4.Supporting the application of sustainability concepts in risk management and insurance, especially environmental and financial risks. 5.Build partnerships with insurance companies and financial institutions to provide hands-on training to students. 6.Contribute to achieving academic accreditation and improving the quality of educational programs. 7.Employing modern technologies and e-governance in the development of academic and administrative work. 8. Developing analytical and decision-making skills in risk and uncertainty environments.

4. Program Accreditation				
Does the program have program accreditation? And from which side?				
Newly Established Department / First Academic Year Only				
5. Other External Influences				
Is there a sponsor of the program?				
Not Available / Rare Specialization				
6. Program Structure				
Notes *	Percentage	Study Unit	Number of Courses	Program Structure
Basic	2%	6	3	Enterprise Requirements
Basic	1%	4	2	College Requirements
Basic	94%	60	12	Department Requirements
Satisfied				Summer Training
				Other

7. Program Description				
Credit Hours		Course or course name	Course or course code	Year/Level
practical	theoretical			
	4	Principles of Insurance	IP111	First / First Course
	5	Management Principles	MP112	First / First Course
	4	Accounting Principles	AP113	First / First Course
	3	Management Mathematics	MM114	First / First Course
	2	Human rights	HR115	First / First Course
	2	Arabic Language	AL116	First / First Course
	4	Principles of risk management	RM121	/ First Second Course
	4	Principles of Financial Accounting	FA122	/ First Second Course
	5	Principles of Statistics	PS123	/ First Second Course
	4	Administrative Readings in English	AR124	/ First Second Course
2	1	Computer	C125	/ First Second Course
	2	English	EL126	/ Second Second Course

8. Expected Learning Outcomes of the Program	
Knowledge	
2. Preparing specialized professional cadres who possess the knowledge and experience in how to identify and assess risks, and the ability to design insurance plans and manage financial crises to be successful leaders in financial institutions and insurance companies.	1. Graduating a generation familiar with knowledge in the fields of specialization in various fields including risk management theories, types of insurance, and strategic management.
4. Actively participate in the development of risk modeling techniques and continuous improvement of curricula to keep pace with the developments in the global financial markets.	3. Providing solid academic programs in line with the global development in risk management strategies and digital transformation in the insurance sector at the local, regional and international levels.
Skills	
1. Providing the student with the analytical skills necessary to assess financial and operational risks, and using quantitative methods to estimate expected losses in various institutions.	
2. Enhancing the ability to manage insurance portfolios, understand reinsurance mechanisms, and deal with claims and compensation in accordance with legal and technical frameworks.	
3. Linking this specialization to financial, accounting and economic disciplines to ensure the integration of the administrative vision.	
4. Stimulating initiative and innovation in the creation of new insurance products and alternative solutions for risk transfer that suit the changing needs of the market.	
Values	
Academic Excellence: Commitment to the quality of teaching and learning..1	
2. Innovation: Employing modern technologies in risk management and insurance	
3. Integrity: Commitment to professional ethics and transparency.	
4. Social Responsibility: Contributing to the protection of individuals and institutions from risks.	
5. Partnership: Enhancing cooperation with insurance companies and relevant authorities.	

6. Sustainability: Supporting practices that achieve economic and social stability.
7. Diversity: Providing an inclusive and stimulating learning environment.

9. Teaching and Learning Strategies
1. Active Learning Strategy. 2. Brainstorming education strategies. 3. Team Learning Strategies. 4. Discussion and dialogue strategy. 5. Case Study Strategy.

10. Evaluation Methods
1. Written exams and oral and scientific tests. 2. Preparing scientific research and reports in the field of specialization.

11. Faculty						
Faculty Members						
Preparing the teaching staff		Special requirements/skills (if applicable)		Specialization		Academic Rank
Lecturer	Angel			Special	General	
	✓			International Finance & Project Evaluation	Economy	Prof. Dr. Hanaa Abdel Ghaffar Hammoud
	✓			Economy	Economy	Prof. Dr. Mohamed Hassan Rashem
	✓			Arabic Language	Arabic Language	Prof. Dr. Hussein Muhaisen
✓	✓			Computer	Computer	Assoc. Prof. Dr. Sinan Telephone Abdel Majeed
	✓			Accounting	Accounting	Assoc. Prof. Magda Abd El , Majeed Abd El , Aziz
	✓			Business Administration	Business Administration	Eng. Ahmed Fadel Medhi
	✓			Cost Accounting	Accounting	Eng. Shaker Salman Fayyad Ali
	✓			Hotel Management	Hotel Management	Eng. M. Issa Eyal Saleh
	✓			Finance & Banking	Finance & Banking	Eng. Bilal Abdulrazzaq Abdulaziz
	✓			Finance & Banking	Finance & Banking	Eng. Hassan Ali Kazim

	✓			Human Resource Management	Business Administration	Eng. Mustafa Khaled Abdel Hadi
	✓			English	English	Eng. Ahmed Hamid Hammadi

12. Professional Development

Mentoring new faculty members

- An introductory meeting is organized under the leadership of the head of the department that includes the introduction of academic programs, course vocabulary, department plans, committees, and priorities of scientific research and community service.
- An experienced mentor faculty member is hired to accompany the new member in the first weeks, providing academic support and advice.
- The new member is encouraged to attend department meetings and participate in its academic activities to ensure their smooth integration .

This process aims to achieve rapid and effective integration of new faculty members into the academic and administrative work environment, ensuring the quality of education, research, and continuous professional development.

Faculty Professional Development

The Foundation is committed to promoting the academic and professional development of faculty members through an integrated plan that includes the following:

- Periodic training programs in teaching and active learning strategies, course design, and the use of technology in education, delivered through face-to-face and virtual workshops.
- Specialized courses in the evaluation of learning outcomes, including building measurement matrices, analyzing results, and improving study plans based on assessment outcomes.
- Encouraging scientific research and publication by supporting conference attendance, providing internal grants, and holding research seminars to enhance scientific production and exchange of experiences.
- Academic advising and career guidance programs, implemented through committees within the college to develop leadership skills and long-term career planning.
- Monitoring faculty performance through continuous feedback, self-assessments, and identifying training and development needs

13. Admission Criteria
Conditions and Regulations for Admission of Students to Private Universities and Colleges.

Key sources of information about the program
1- Files kept in the department. 2- The curriculum approved by the Ministry of Higher Education and Scientific Research. 3- Recommendations of the Quality and Academic Performance Committees. 4. The official website of Al-Farabi University.

Program Development Plan
Academic Accreditation Program Development Plan – Department of Risk Management and Insurance The development plan is based on updating the curricula to link the academic aspect to the actual requirements of the labor market, while using advanced teaching and assessment methods. The plan also seeks to support scientific research that serves the community, and work to develop the skills of the faculty on a regular basis. In addition, the plan aims to establish a quality system and document all activities to ensure that the conditions for obtaining academic accreditation are successfully met.

14. Program Skills Planner															
Learning Outcomes Required from the Program															
Values				Skills				Knowledge				Basic or Optional	Course Name	Course Code	Year/Level
C4	C3	C2	A1	B4	B3	B2	B1	A4	A3	A2	A1				
✓			✓			✓			✓		✓	Basic	Principles of Insurance	IP111	/ First First Course
			✓				✓				✓	Basic	Management Principles	MP112	/ First First Course
✓		✓				✓				✓		Basic	Accounting Principles	AP113	/ First First Course
				✓				✓			✓	Basic	Management Mathematics	MM114	/ First First Course
	✓					✓				✓		Basic	Human rights	HR115	/ First First Course
					✓						✓	Basic	Arabic Language	AL116	/ First First Course
✓			✓			✓			✓		✓	Basic	Principles of risk management	RM121	/ First Second Course
✓		✓				✓				✓		Basic	Principles of Financial Accounting	FA122	/ First Second Course
				✓				✓			✓	Basic	Principles of Statistics	PS123	/ First Second Course
	✓					✓					✓	Basic	Administrative Readings in English	AR124	/ First Second Course
					✓						✓	Basic	Computer	C125	/ First Second Course
	✓						✓					Basic	English	EL126	/ Second Second Course

15. Communication

Magda Abd El , Majeed Abd El , Aziz Ismail

Head of Risk Management & Insurance

majeda.abdelmajid@alfarabiuc.edu.iq

07902986853

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Description of Phase I Courses

First Semester

Description of the first phase courses

MODULE DESCRIPTION FORM

Sample course description

First: The First Semester

Insurance Principles Description Form (2025/2026)				
Module Delivery		Principles of Insurance		Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar		C	Unit Type	
		IP111	Module Code	
		8.00	ECTS	
		200	Hour/SemesterSWL	
First Course	Delivery Semester		UGI	Unit Level
		College Code	110RMI	Scientific Department Code
majeda.abdelmajid@alfarabiuc.edu.iq		Email	Majida Abdul Majeed Abdul Aziz	Head of Department
PhD	Unit Commander Qualifications		Assistant Professor	Scientific Title of the Head of the Department
schakir.salmane@alfarabiuc.edu.iq		Email	Mr. Shaker Salman Fayyad	Subject Instructor
		Email		Name of peer reviewers
	Issue Number			Date of approval of the Scientific Committee

Relationship with other subjects			
None	Semester	None	Prerequisites Module
None	Semester	None	Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents

• Rooting Concepts: Introducing the student to the concept of risk, insurance, and their historical origin. • Understanding legal principles: Providing the student with the ability to discern the basic principles that govern the insurance contract (e.g., compensation, insurance interest, and the utmost good faith). • Classification of Insurance Types: Enabling the student to distinguish between different types of insurance (personal insurance, property insurance, and civil liability). • Recognizing the economic importance: Clarifying the role of insurance as a risk management tool and its impact on protecting the national economy and the stability of projects. • Technical Job Analysis: Introduce the student to the basic processes of insurance companies (underwriting, compensation estimation, and reinsurance).	Course Objectives
1. Identify: Identify: The different types of risks and distinguish between the insurable and the non-insurable. 2. Explain: The legal and technical principles that clearly govern insurance contracts. 3. Analyze: The basic functions of insurance companies and their role in confronting financial losses. 4. Apply: Basic concepts in choosing the right insurance coverage for simple study cases. 5. Evaluate: The economic and social importance of the insurance industry in the local and global market.	Learning Outcomes for the Course
1. Knowing what risk and insurance are: Understanding the mechanisms of risk transfer and protecting individuals and establishments economically. 2. Knowledge of technical tools and means: Understand the application of legal principles (e.g., indemnity and insurance interest) in insurance contracts.	How-to Contents

3. **Risk Analysis and Management:** Using insurance as a key tool to contribute to solving financial problems resulting from the realization of risks.

Learning and Teaching Strategies

Lectures: Study materials are presented through lecture sessions delivered by the tutor in the subjects. The lectures are intended to guide students and provide the necessary basic concepts and knowledge.

2. Interactive Method: It is the organization of interactive discussion sessions between students on various topics, which enhances interaction, exchange of ideas and opinions, and enhances students' understanding of the material.

3. Case studies: Case studies are used as a teaching tool to illustrate the practical applications of theoretical concepts, and to motivate students to think analytically and make decisions.

4. Continuous Assessment: A variety of assessment methods are used to measure students' progress and understanding of the material, including tests, projects, and group activities.

5. The material is reviewed according to the power point to clarify the material to the students.

Strategies

The student's academic load is calculated for 15 weeks

4.2	Structured SWL (h/w) Regular Academic Load of the Student Weekly	63	Structured SWL (h/sem) Student's regular academic load during the semester
9.1	Unstructured SWL (h/w) Student's irregular academic load per week	137	Unstructured SWL (h/sem) Student's irregular academic load during class
200			Total SWL (h/sem)
			The student's total academic load during the semester

Assessment of the course					
Relevant Learning Outcomes	Week due	Weight(s)	Time/N umber		
	10-3	20% (20)	2	Tests	Ratings
	8-4	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	% (50)05	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum	
Material Covered	
* The concept of risk, its definition, and the different types of hazards.	Week One
* The relationship between risk and insurance and the characteristics of insurance risk.	Second week
* Risk factors (factors of increase) and the conditions to be met for insurance.	Week Three
* Risk management: its concept, importance, objectives, and relationship to insurance.	Week Four
* General Introduction to Insurance Management: Concept, Importance, and Benefits.	Week 5
* Insurance divisions (insurance as a way of dealing with risk).	Week Six
* Insurance from a legal point of view and the characteristics of the insurance contract.	Seventh Week
* General and special principles of insurance (interest, compensation, good faith).	Week Eight
* Insurance elements (insured, insured, premium, sum insured).	Week Nine
* Fire and theft insurance (definitions and documents).	Tenth week
* Car and marine insurance (types of contracts).	Week Eleven
* Aviation insurance and types of aviation insurance policies.	Twelfth week
* The Insurance Market in Iraq: Origin, Development, and Current Reality.	Thirteenth Week
Stages of the development of the insurance market in Iraq and a general review of the material.	Fourteenth week
Semester Exam	Week Fifteen

Learning and Teaching Resources		
Available in the Library?	Text	
	Salim Ali Al-Wardi — "Risk Management and Insurance "	Required Texts
	Iraqi Academic Journals	Recommended Texts
Research, Journals and Information Technology via the Internet according to the course topics		Websites

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
Decimal signs above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54). The University has a policy of not condoning "near pass failure" so the only modification of marks awarded by the original mark (s) will be the automatic rounding described above.				

Management Principles Course Description Form (2025/2026)			
Module Delivery		Management Principles	Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar		C	Unit Type
		MP112	Module Code
		6.00	ECTS
		150	SWL Hour/Semester
First Course	Delivery Semester	UGI	Unit Level
	College Code	110RMI	Scientific Department Code
	Email	Magda Abd El , Majeed Abd El , Aziz	Head of Department
PhD	Unit Commander Qualifications	Assistant Professor	Scientific Title of the Head of the Department

isa.ayal@alfarabiuc.edu.iq		Email	.Asst. Lect M. Issa Eyal Saleh	Subject Instructor
		Email		Name of peer reviewers
	Issue Number			Date of approval of the Scientific Committee

Relationship with other subjects			
	Semester	None	Prerequisites Module
	Semester	None	Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents	
Introduce students to the basic concepts and principles of management: Students are introduced to the key concepts and basic principles that form the basis of understanding management as a science and practice. Enhancing Decision-Making Ability: This course helps students develop the ability to make effective and thoughtful decisions in the context of management and organization. Motivate students to think critically and creatively in the field of management: This course encourages students to think critically and creatively in solving managerial problems and developing new strategies to achieve organizational goals.	Course Objectives
Understand the basic concepts in management: Identify the concept of management and its importance in achieving organizational goals.	Learning Outcomes for the Course

• Understand basic management terms such as planning, organizing, leading, and controlling. Familiarity with management functions: • Knowledge of the basic management steps and functions (planning, organization, direction, and control). • Understand how each function applies in different work environments. Familiarity with management theories: • Identify major management theories (e.g. classical theory, human relations theory, modern theory). • Understand how managerial thought has evolved over time. Understanding the work environment and organization: • Understand the factors that affect the internal and external work environment. • Knowledge of the importance of organizational culture and its impact on institutional performance. Understanding leadership and decision-making skills: • Recognize the characteristics of effective leadership and its role in management. • Understand the decision-making process and its various stages.	
1. Commitment to work ethics: • Develop a deep understanding of work ethics and how to apply it in daily management decisions.	How-to Contents

• Promoting integrity and transparency in administrative decision-making. 2. Commitment to Justice and Equality: • Promoting the principle of fairness in dealing with employees, colleagues and customers without discrimination. • Establishing the principle of equal opportunities and fair treatment within the work environment. 3. Respect and appreciation: • Develop students' ability to respect others, including co-workers, customers, and stakeholders. • Promoting values of appreciation for individual and collective efforts in the work environment. 4. Teamwork: Encourage collaboration and teamwork to achieve common goals. • Promote mutual trust and respect among team members.	
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Learning and Teaching Strategies	
1. Lectures: Study materials are delivered through lecture sessions delivered through teaching in the subjects. Lectures aim to guide students and provide the necessary concepts and knowledge. 2. Group discussions: Interactive discussion sessions are organized between students on various topics, which promotes interaction, exchange of ideas and opinions, and enhances students' understanding of the material. 3. Case studies: Case studies are used as a teaching tool to illustrate the practical applications of theoretical concepts, and to motivate students to think analytically and make decisions. 4. Continuous Assessment: A variety of assessment methods are used to measure	Strategies

students' progress and understanding of the material, including tests, projects, and group activities.

5. The material is reviewed according to the power point to clarify the material to the students.

The student's academic load is calculated for 15 weeks

5.2	Structured SWL (h/w) Regular Academic Load of the Student Weekly	78	Structured SWL (h/sem) Student's regular academic load during the semester
4.8	Unstructured SWL (h/w) Student's irregular academic load per week	72	Unstructured SWL (h/sem) Student's irregular academic load during class
150			Total SWL (h/sem)
			The student's total academic load during the semester

Assessment of the course

Relevant Learning Outcomes	Week due	Weight(s)	Time/N umber		
	10-3	20% (20)	2	Tests	Ratings
	8-4	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	% (50)05	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum

Material Covered	
Introduction to management and the functions of the organization (conceptual introduction to management and manager, concept of management and manager, approaches to the study of management, activities of the establishment, challenges faced by contemporary management)	Week One
Understand the role of the manager, the duties he performs and how he manages them (the tasks and skills of the manager, management skills, the roles of the manager, the functions of the manager)	Second week
Evolution of Managerial Thought/Understanding the Evolution of the Concept of Management over Time and Which of These Schools Can Be Adopted (Evolution of Managerial Thought: Classical School, Scientific School of Management, School of Administrative Divisions, School of Bureaucracy)	Week Three
Understand the evolution of the concept of management over time and which of these schools can be adopted (the Humanities School). The studies of Horton Walton Mayo, the study of Volt, the study of Jester Barnard, the study of Douglas McCracker and the theory of (x) and (y))	Week Four
Understand the modern management orientation and the models that can be used in practice (Contemporary School, Open Organization Theory, Quantitative Management, Japanese Management)	Week 5
Management in a Changing Environment/Environmental Surface Composition Identify the public and private environment and how to separate them and the relationship between them (management environment, the concept of the environment and its types, the private environment and its components, the general environment and its components, the mutual impact between the organization and the work environment)	Week Six
Exploring the boundaries of the organization/nature of environmental inspection or foresight, the moving environment and the stable environment, environmental screening procedures, and confronting and addressing change: adaptive management, positive characteristics of organizations and their management.	Seventh Week

Understand how goals and requirements are defined (organizational goals and management planning, purpose and mission of the organization, goals and objectives, types of goals of the organization, importance of goals, requirements for setting goals)	Week Eight
Goal Management/Basic Steps of the Goal Management Process, Pros and Cons of Goal Management Style.	Week Nine
Learn how to plan at the individual level and then at the organization level and how to prepare a strategic plan Strategic Planning (Concept of Strategy, Important Factors in Defining Strategy, Components of Enterprise's Strategy, Uncertainty and Diligence)	Tenth week
Steps to Make Strategic Decisions Strategy Levels	Week Eleven
Learn how to prepare operational plans and what tools are used in this (defining and defining the nature of planning, why management is moving towards planning, types of active and temporal operational plans)	Twelfth week
Types of plans according to their actions (tactical plans, existing plans, single-use plans)	Thirteenth Week
Organizing the Planning Function Organizational components and planning practice Introductions to Planning, Planning Obstacles and Treatments, Situational Planning.	Fourteenth week
Mid-Term Exam	Week Fifteen

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
Decimal signs above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54). The University has a policy of not condoning "near pass failure" so the only modification of marks awarded by the original mark (s) will be the automatic rounding described above.				

Accounting Principles Description Form (2025/2026)			
Module Delivery		Accounting Principles	Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar		C	Unit Type
		AP113	Module Code
		6.00	ECTS
		150	Hour/SemesterSWL
First Course	Delivery Semester	UGI	Unit Level
	College Code	RMI110	Scientific Department Code
majeda.abdelmajid@alfarabiuc.edu.iq		Email	Head of Department
		, Magda Abd El , Majeed Abd El Aziz	

PhD	Unit Commander Qualifications		Assistant Professor	Scientific Title of the Head of the Department
hasan.ali5@alfarabiu.edu.iq		Email	.Asst. Lect Hassan Ali Kazim	Subject Instructor
		Email		Name of peer reviewers
	Issue Number			Date of approval of the Scientific Committee

Relationship with other subjects			
	Semester	None	Prerequisites Module
	Semester		Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents	
- Introduce students to the basic concepts and principles of accounting principles: Students are introduced to the key concepts and basic principles that form the basis of understanding accounting principles as a science and practice. - Enhancing Decision-Making Ability: This course helps students develop the ability to make effective and thoughtful decisions in the context of management and organization. - Motivate students to think critically and creatively the field of accounting: This course encourages students to think critically and creatively in solving management problems and developing new strategies to achieve organizational goals.	Course Objectives
Understanding Advanced Concepts in Accounting:	Learning Outcomes for the Course

• Knowledge of the evolution of the fields of financial accounting. • Possess knowledge in financial accounting principles. • Understand and understand the methods of the basics of financial accounting..	
1- Knowledge of the importance of financial accounting and the mechanisms of finding solutions to problems according to financial accounting. - 2- Knowledge of financial accounting tools, means and applications 3- Analyze problems using financial accounting and contribute to problem solving	How-to Contents

Learning and Teaching Strategies	
Lectures: Study materials are presented through lecture sessions delivered by the tutor in the subjects. The lectures are intended to guide students and provide the necessary basic concepts and knowledge. 2. Group discussions: Interactive discussion sessions are organized among students on various topics, which promotes interaction, exchange of ideas and opinions, and enhances students' understanding of the material. 3. Case studies: Case studies are used as a teaching tool to illustrate the practical applications of theoretical concepts, and to motivate students to think analytically and make decisions. 4. Continuous Assessment: A variety of assessment methods are used to measure students' progress and understanding of the material, including tests, projects, and group activities. 5. The material is reviewed according to the power point to clarify the material to the students.	Strategies

The student's academic load is calculated for 15 weeks			
4.2	Structured SWL (h/w) Regular Academic Load of the Student Weekly	63	Structured SWL (h/sem) Student's regular academic load during the semester
5.8	Unstructured SWL (h/w) Student's irregular academic load per week	87	Unstructured SWL (h/sem) Student's irregular academic load during class
150			Total SWL (h/sem)
			The student's total academic load during the semester

Assessment of the course					
Relevant Learning Outcomes	Week due	Weight(s)	Time/Number		
	3-10	20% (20)	2	Tests	Ratings
	4-8	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	50% (50)	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum	
Material Covered	
Introduction to Financial Accounting (Financial Accounting Concept and Objectives, Accounting Fields and Accounting Entities, Accounting Course)	Week One
A look at accounting concepts, principles, assumptions and determinants	Second week
Foundations and Rules of Recording Financial Transactions: Method of Budget Equation	Week Three
Single Entry Method	Week Four
Financial Transaction Registration: Dual Entry Method	Week 5
First Exam	Week Six
The Effect of the Budget Equation on Dual Constraint	Seventh Week
Balance of Trial	Week Eight
Capital Financial Operations	Week Nine
Financing Operations	Tenth week
Buying and selling	Week Eleven
Freight Transportation Expenses and Conditions of Delivery of the Goods	Twelfth week
Accounting Treatments for Types of Discount	Thirteenth Week
Discussion of questions and exercises	Fourteenth week
Second Exam	Week Fifteen

Learning and Teaching Resources		
Available in the Library?	Text	
	Principles of Financial Accounting by Prof. Dr. Safaa Ahmed Mohamed .Al-Ani and Assistant Professor Dr ,Hakim Hamoud Falih Al-Saadi Helpful Books and Other References	Required Texts
	Iraqi Academic Journals	Recommended Texts
Research, Journals and Information Technology via the Internet according to the course topics		Websites

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
Decimal signs above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54). The University has a policy of not condoning "near pass failure" so the only modification of marks awarded by the original mark (s) will be the automatic rounding described above.				

Sample Material Description
Management Mathematics (2025/2026)

Module Delivery		Management Mathematics	Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar		C	Unit Type
		MM114	Module Code
		6	System ECTS
		150	SWL Hour/Semester
1	Delivery Semester	1	Unit Level
		College Code	Scientific Department Code
majeda.abdelmajid@alfarabiuc.edu.iq		Email	Head of Department
Ph.D	Unit Commander Qualifications	Assistant Professor	Scientific Title of the Head of the Department
ahmad.fadil@alfarabiuc.edu.iq		Email	Subject Instructor
		Email	Name of peer reviewers
Issue Number			Date of approval of the Scientific Committee

Relationship with other subjects

	Semester	None	Prerequisites Module
None	Semester	None	Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents	
The course aims to introduce and train the student on the basic principles of mathematics, which deepens the student's understanding when moving to other advanced stages.	Course Objectives
1. Employing mathematical knowledge and its applications in practical life situations. 2. Build mathematical knowledge of the student by troubleshooting and solving problems. 3. Use the correct mathematical symbols and terminology. Understand the connection between mathematics and other disciplines.	Learning Outcomes for the Course
The content of the mathematics guide depends on the level and scope of the course, common topics that can be covered in mathematics are the following: 1. Groups: Forced operations on groups. 2. Functions: Definition of Function, Types of Functions, Ends and Continuity. 3. Calculus: The study of mathematical concepts and providing students with a comprehensive understanding of mathematical concepts and some applications. 4. Vectors and matrices: algebraic operations on matrices, addition Subtract the matrices, multiply the matrices, inverse the matrix, switch the matrix, determinate.	How-to Contents

Learning and Teaching Strategies	
Lectures: Study materials are presented through lecture sessions delivered by the tutor in the subjects. The lectures are intended to guide students and provide the necessary basic concepts and knowledge. 2. Interactive Method: It is the organization of interactive discussion sessions between students on various topics, which enhances interaction, exchange of ideas and opinions, and enhances students' understanding of the material.	Strategies

3. Case studies: Mathematics is used as an educational tool to illustrate the practical applications of theoretical concepts and stimulate students to think.
4. Continuous Assessment: A variety of assessment methods are used to measure students' progress and understanding of the material, including daily tests and math proficiency.

The student's academic load is calculated for 15 weeks

3.2	Structured SWL (h/w) Regular Academic Load of the Student Weekly	48	Structured SWL (h/sem) Student's regular academic load during the semester
6.8	Unstructured SWL (h/w) Student's irregular academic load per week	102	Unstructured SWL (h/sem) Student's irregular academic load during class
150			Total SWL (h/sem)
			The student's total academic load during the semester

Assessment of the course

Relevant Learning Outcomes	Week due	Weight(s)	Time/Number		
	10-3	20% (20)	2	Tests	Ratings
	8-4	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	% (50)05	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum	
Material Covered	
Groups, Definition and Basic Concepts	Week One
Forced Operations on Groups	Second week
Forced Operations on Groups	Week Three
Functions and Purposes, Definition of Function, Types of Functions	Week Four
Goals & Continuity	Week 5
Goals & Continuity	Week Six
Exam	Seventh Week
Differential, Derivative, Derivative Laws	Week Eight
Differential Exercises	Week Nine
Use of the derivative in management	Tenth week
Analysis of curves, increasing and decreasing functions	Week Eleven
Extremes, Concavities and Inflection Points, Applied Exercises	Twelfth week
Integration, Basic Forms of Integration	Thirteenth Week
Integration, Basic Forms of Integration	Fourteenth week
Vectors and matrices, Algebraic operations on matrices and vectors, matrix commutators, matrix inverses, determinants, applied exercises	Week Fifteen

Learning and Teaching Resources		
Available in the Library?	Text	
	"Principles of Mathematics for Management Students" Prof. Zafer Hussain Rashid, 2011	Required Texts
	Shum Series in Mathematics	Recommended Texts
Multiple Course-Related Websites		Websites

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
for) will be rounded to the highest or lowest full sign 0.5 Decimal signs above or below The University .(54 to will be rounded 54.4 while ,55 to will be rounded 54.5 ,example so the only modification of marks "near pass failure" has a policy of not condoning .will be the automatic rounding described above (s) awarded by the original mark				

Module Information			
Course Information			
Module Title	Democracy and Human Rights		Module Delivery
Module Type	Basic		• ☒ Theory • ☒ Reading • ☒ Lab • ☒ Tutorial • ☒ Practical ☒ Seminar
Module Code	HR115		
ECTS Credits	2		
SWL (hr/sem)	50		
Module Level	2025-2026	Semester of Delivery	
Administering Department	Investment Management	College	First Course
Module Leader	, Magda Abd El Majeed Abd El Aziz ,	Email	majeda.abdelmajid@alfarabiuc.edu.iq
Module Leader’s Acad. Title	Assistant Professor	Module Leader’s Qualification	PhD
Module Tutor	Asst. Lect . Bilal Abdel Razzaq Abdel Aziz	Email	bilal.abdulrazzaq@alfarabiuc.edu.iq
Peer Reviewer Name		Email	
Scientific Committee Approval Date		Version Number	

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

Module Aims, Learning Outcomes and Indicative Contents Course Objectives, Learning Outcomes, and Instructional Contents	
Module Aims Course Objectives	1. Knowledge of what human rights are 2. Foundations of rational democratic thinking 3- Applications of theory to the practical reality of life Raising public awareness in order to achieve and guarantee human rights
Module Learning Outcomes Learning Outcomes for the Course	1. Knowledge of what democracy and human rights are 2. Foundations of rational democratic thinking 3- Applications of theory to the practical reality of life Raising public awareness in order to achieve -4 democracy and protect human rights
Indicative Contents How-to Contents	• Knowledge and Understanding Broadening the understanding of democracy and human rights •

Learning and Teaching Strategies Learning and Teaching Strategies	
Strategies	1. Interactive Lecture: Presentation of the scientific material with an opening for discussion and questions to ensure understanding. 2. In-class discussions: Divide students into working groups to accomplish joint projects or research 3. Report Writing: Develop the student's skills in drafting and organizing administrative reports in an accurate and clear professional manner. 4. Problem-Based Learning: Presenting real-world case studies to analyze them and find management solutions to them. to a power point The material is reviewed according to .5 .illustrate the material to the students

Student Workload (SWL) Student's Academic Load			
Structured SWL (h/sem) Student's regular academic load during the semester	33	Structured SWL (h/w) Regular Academic Load of the Student Weekly	2.2
Unstructured SWL (h/sem) Student's irregular academic load during class	17	Unstructured SWL (h/w) Student's irregular academic load per week	1.1
Total SWL (h/sem) The student's total academic load during the semester	50		

Module Evaluation Assessment of the course					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	3- 10	
	Assignments	2	10% (10)	4-8	
	Seminar	0	0% (0)	0	
	Reports	1	10% (10)	11	
Summative assessment	Midterm Exam	1	10% (10)	13	
	Final Exam	1	50% (50)	16	
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus) Theoretical Weekly Curriculum	
	Material Covered
Week 1	Identifying the Establishment of the State and its Pillars / and its pillars Authority and its Types Legislative Power / Conditions for Membership in Parliament
Week 2	The system of the two councils and the differences between them / the justifications for adopting it and the relationship between the The two councils0The system of the single or individual council and the justifications for adopting it
Week 3	Definition and Explanation of the Executive Branch / and the Judiciary / Definition of Democracy and its History / And the characteristics of the Islamic ruler
Week 4	Direct Democracy/Parliamentary Democracy
Week 5	Semi-direct democracy
Week 6	Identify human rights and the characteristics, objectives and categories of human rights
Week 7	Human Rights in the Mesopotamian Valley, Greek Civilization and Roman Civilization
Week 8	Human Rights in Christian and Islamic Religion
Week 9	The Great Charter and the Petition of Rights / The French Declaration
Week 10	A Historical Perspective and the Stages of Development of the Recognition of Human Rights / Definition of the Organization and its Six Organs
Week 11	,Articles of the Universal Declaration 30 Articles and Constitutional Judicial, Political and International Guarantees of Human Rights
Week 12	United Nations Organizations
Week 13	Exam

Week 14	The four freedoms in the capitalist system: political freedom, economic freedom, intellectual freedom, and personal freedom, and this presentation is deduced
Week 15	The Western Meaning of Political Freedom Economic Freedom in its ,capitalist sense, Intellectual Freedom

Learning and Teaching Resources		
	Text	Available in the Library?
Required Texts	1- D0 Abdel Karim Alwan: Political Systems and Law and the Constitution , Dar Al-Thaqafa, 1st Edition, Amman 2010 0 2- D0 Riad Aziz Hadi: Human Rights - Their Development - Contents - Protection - Al-Atik Company for Book Industry, Cairo, 2011 0 The Islamic School – The Contemporary Man -3 and the Social Problem of Sayyid Muhammad Baqir Al-Sadr0	
Recommended Texts	1- Dr. Noman Ahmed Al-Khatib: Al-Wajeez in Political Systems, Dar Al-Thaqafa, 2nd Edition, Amman, 2011 0 D0 Sami Gamal El-Din: Political Systems and -2 ,Constitutional Law, Al-Ma'arif Publishing House .Alexandria, 2005	
Websites		

Grading Scheme				
Grading Chart				
Group	Grade	Recognition	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	Fail	(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.				

Arabic Language Description Form (2025/2026)			
Module Delivery		Arabic Language	Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar		Basic	Unit Type
		AL116	Module Code
		2.00	Number of hours ECTS according to
		50	SWL Hour/Semester
First Course	Delivery Semester	1	Unit Level
		College Code	Scientific Department Code
		Email	Head of Department
		Magda Abd El , Majeed Abd El , Aziz	
PhD	Unit Commander Qualifications	Assistant Professor	Scientific Title of the Head of the Department
		Email	Subject Instructor
		.Prof. Dr Hussein Mohsen Khatlan	
		Email	Name of peer reviewers
Issue Number			Date of approval of the Scientific Committee

Relationship with other subjects			
	Semester	None	Prerequisites Module
None	Semester	None	Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents	
Evaluation of students' language in speech and writing.	Course Objectives

• Diagnosis of linguistic, morphological and grammatical errors in order to reach a language free of errors in pronunciation and writing. • Reading the secrets of the miracle of the Qur'anic text and the poetic features of some aphorisms From the Arab literary heritage	
• The ability to express thoughts and feelings in sound language free of linguistic errors • Ability to manage dialogue with different educational, functional and social levels . • Develop language skills in sentence formulation and proper use of vocabulary • Developing language skills in formulating sentences and using vocabulary properly. • Increasing the vocabulary of the linguistic repertoire that enhances the student's ability to express and write and allows him to choose the appropriate vocabulary to express his thoughts and intentions.	Learning Outcomes for the Course
1- Language Comprehension Skills: Studying language levels (grammar and morphology) and proper writing controls (spelling and punctuation). 2- Literary Taste and Analysis: Reading and analyzing selected texts (Qur'anic, poetic, and prose) to extract aesthetic and rhetorical values. 3- Arabic Editing Skills: Training in the arts of functional writing (administrative letters, essays, and summarizing texts). 4- Speaking and Speaking Skills: Developing the ability to speak in classical and conducting scientific dialogues and discussions. 5- Terminology and Concepts: Building a linguistic outcome that supports the student's academic specialization (especially in administrative and economic aspects).	How-to Contents

Learning and Teaching Strategies

1. **Lectures:** Study materials are presented through lecture sessions that are delivered through teaching in the subjects. The lectures are intended to guide students and provide the necessary basic concepts and knowledge.
2. **Group discussions:** Interactive discussion sessions are organized among students on various topics, which promotes interaction, exchange of ideas and opinions, and enhances students' understanding of the material.
3. **Applied Example Studies:** The study of applied examples is used as an educational tool to illustrate the practical applications of theoretical concepts, and to motivate students to think analytically and make decisions.
4. **Continuous Assessment:** A variety of assessment methods are used to measure students' progress and understanding of the material, including oral and written tests and group activities.
5. The material is reviewed according to the power point to clarify the material to the students.

Strategies

The student's academic load is calculated for 15 weeks

2	Structured SWL (h/w) Regular Academic Load of the Student Weekly	33	Structured SWL (h/sem) Student's regular academic load during the semester
1	Unstructured SWL (h/w) Student's irregular academic load per week	17	Unstructured SWL (h/sem) Student's irregular academic load during class
50			Total SWL (h/sem)
			The student's total academic load during the semester

Assessment of the course					
Relevant Learning Outcomes	Week due	Weight(s)	Time/Number		
	10-3	20% (20)	2	Tests	Ratings
	8-4	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	% (50)05	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum	
Material Covered	
Identifying the secrets of the miracle of the Qur'anic text. Surat Al-Kahf as a Model (Numerical Miracles and Scientific Miracles)	Week One
Graphical Interpretation of Surah Yusuf	Second week
Identifying Pre-Islamic Literature (The Poet Omar Bin Kulthum as a Model)	Week Three
Punctuation and visual morphology of writing	Week Four
Correct spelling rules and rules of writing hamza	Week 5
Writing the Dhaad and the Dha, and the writing of the distraction and the T, and the writing of the elongated Alif, and the Aleph Al-Maqwa.	Week Six
Nominal Sentence (Beginner and News)	Seventh Week
Incomplete verbs (he and her sisters)	Week Eight
Letters that are already similar (if and its sisters)	Week Nine
Verb Sentence (Past Verb Construction and Command Verb)	Tenth week
Verb Sentence (Present Verb Expression)	Week Eleven
Writing and expressing the number	Twelfth week
Getting to know Abbasid literature (Abu Al-Alaa Al-Maari)	Thirteenth Week
Getting to know modern literature (Badr Shaker Al-Sayyab)	Fourteenth week
Semester Exam	Week Fifteen

Learning and Teaching Resources		
Available in the Library?	Text	
	Course Book: My Language is My Identity	Required Texts
	The Holy Qur'an, and the books of the Arab heritage in poetry, prose, novels, local stories, and Iraqi .academic journals	Recommended Texts
Research, Journals and Information Technology via the Internet according to the course topics		Websites

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
Decimal signs above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54). The University has a policy of not condoning "near pass failure" so the only modification of marks awarded by the original mark (s) will be the automatic rounding described above.				

A blue scroll graphic with a vertical strip on the left and a horizontal strip on the right, both with rounded ends. The text is centered on the horizontal strip.

Description of Phase I Courses Second Semester

Description of the first phase courses

MODULE DESCRIPTION FORM

Sample course description

Second: Second Semester

Sample Material Description Principles of Risk Management (2025/2026)			
Module Delivery	Principles of risk management		Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar	C		Unit Type
	RM121		Module Code
	8.00		ECTS
	200		SWL Hour/Semester
Second Course	Delivery Semester	1	Unit Level
	College Code	RM110	Scientific Department Code
	Email	Magda Abd El , Majeed Abd El , Aziz	Head of Department
Ph.D	Unit Commander Qualifications	Assistant Professor	Scientific Title of the Head of the Department
	Email	.Asst. Lect Mustafa Khaled Abdel Hadi	Subject Instructor
	Email		Name of peer reviewers

	Issue Number		Date of approval of the Scientific Committee
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Relationship with other subjects			
	Semester	None	Prerequisites Module
None	Semester	None	Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents	
1. Rooting the concepts: introducing the student to what the risk is, its causes, and its types (moral, economic, net, and speculative) 2. Risk Analysis: Enabling the student to identify and classify the potential risks facing establishments and individuals. 3. Risk measurement: Understanding the quantitative and statistical bases for measuring the degree of risk and the probability of its occurrence (expected loss). 4. Coping strategies: Identify different approaches to dealing with danger (avoiding, minimizing, enduring, or transferring danger). 5. Understanding the mechanism of insurance: Understanding the role of insurance as the primary means of transferring risk, and understanding the legal and technical principles that govern it. 6. Decision Making: Developing the student's ability to choose the most appropriate means (administratively and financially) to face a specific risk in order to achieve the goals of the organization. 7. Preventive awareness: Establishing a culture of "prevention and prevention" to reduce the occurrence of losses before they occur	Course Objectives
1. Definition of basic scientific terms of hazard, its causes, accident, and loss	Learning Outcomes for the Course

2. Classify risks into (net, speculative, economic, and moral) and understand the impact of each type on the individual and society. 3. Explain the legal and technical principles that govern the insurance process as the most important means of transferring risks. 4. Identify the steps of the risk management process from detection and diagnosis to control 5. Analyze the potential risks facing business organizations and identify the weaknesses causing them. 6. Comparison of risk coping strategies (avoid, reduce, bear, or transfer) to choose the most appropriate method financially and administratively. 7. Calculating the degree of risk and the probability of loss using simple statistical and mathematical tools Draw a risk matrix to prioritize dealing with different threats. 8. 9. Designing an initial action plan for risk management in SMEs Making effective management decisions under conditions of uncertainty and risk.10 Assess ethical and professional obligations when assessing risks and concluding insurance contracts.11 12. Applying digital technology tools in risk monitoring and documenting loss data Promoting a culture of prevention and prevention as part of social and functional responsibility.13 14. Working in a team to analyze real-life case studies of major accidents and draw lessons learned from them.	
1. The concept of hazard: the definition of hazard, its causes (vital and general), accident, and loss 2. Risk Classifications: Distinguish between net and speculative risks, and economic and moral risks 3. Risk management function: its origin, objectives (before and after the accident), and its relationship to the organizational structure of the organization 4. Steps of risk management: starting with risk detection (diagnosis), then characterization, then quantification 5. Methods of Measuring Risk: An Introduction to the Probability of Accident and the Size of the Expected Loss (Simplified Statistical Tools) 6. Risk Facing Policies: Pre-Accident Policies: (Avoid, Prevent and Minimize).	How-to Contents

Financial Policies: (Risk Tolerance, Assumption, and Transfer to Third Parties).
Insurance as a means of transferring risk: its definition, pillars, and function as an economic tool of safety.
Technical and Legal Principles: (Principle of Compensation, Insurance Interest, and Ultimate Good Faith).
Digital Risk Management: (Brief View) Cybersecurity Risks in the Contemporary Business Environment.

Learning and Teaching Strategies

- 1. Active Learning:**
 - **Classroom Discussions: Encourage Open Discussions and Debates on Risk Management Concepts**
 - **Case studies: Using real-world examples.**
- 2. Real-world applications:**
 - **Connection to other topics: Linking risk management concepts to other subjects studied by students (e.g., economics, psychology, biology).**
 - **Real-world data: Use real-world datasets for exercises.**
- 3. Practical Activities:**
 - **Data collection: Ask students to collect their own data (e.g., surveying classmates, measuring physical attributes).**
 - **Data visualization: Create charts and graphs to represent data.**
- 4. Problem-Based Learning:**
 - **Provide students with real-life case studies of institutions that have faced crises or material losses, and require them to analyze the risk factors and determine the most appropriate treatment methods based on the available data.**
 - **Investigative Analysis (Guided Discovery): Guiding students through a "research journey" to diagnose the hazards inherent in specific scenarios, and helping them deduce appropriate technical and quantitative tools to measure the likelihood of an accident and the severity of the loss.**
- 5. Technology Integration:**
 - **Online Resources: Take advantage of online resources for interactive exercises and simulations.**
- 6. Evaluation and Feedback:**

Strategies

Variety of assessments: Use a mix of assessments, including quizzes, projects, and presentations. Provide feedback: Provide constructive and timely feedback about students' work. Learning strategies for students 1. Active participation: Participate in classroom discussions, group work, and hands-on activities. 2. Practice regularly: problem-solving and practical exercises to enhance understanding. 3. Take advantage of resources: Take advantage of textbooks and online resources. 4. Ask for help: Feel free to ask questions or ask your teacher or classmates for help.	
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The student's academic load is calculated for 15 weeks			
4.2	Structured SWL (h/w) Regular Academic Load of the Student Weekly	63	Structured SWL (h/sem) Student's regular academic load during the semester
9.1	Unstructured SWL (h/w) Student's irregular academic load per week	137	Unstructured SWL (h/sem) Student's irregular academic load during class
200			Total SWL (h/sem) The student's total academic load during the semester

Assessment of the course					
Relevant Learning Outcomes	Week due	Weight(s)	Time/Number		
	10-3	20% (20)	2	Tests	Ratings
	8-4	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	% (50)05	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum	
Material Covered	
The Concept of Risk Management	Week One
The Origin and Evolution of Risk Management	Second week
Reasons for the Emergence of Risk Management, Importance of Risk Management and its Benefits	Week Three
Significance of Risk Management	Week Four
Risk management relationship with other departments	Week 5
Stages or steps of risk management	Week Six
Conditions that must be met in the risk to be insurable	Seventh Week
Insurance Risk Requirements	Week Eight
Methods and methods of risk management and choosing the most appropriate method	Week Nine
Risk Assumption, Segmentation and Diversification	Tenth week
Risk reduction, risk shifting	Week Eleven
Choosing the most appropriate method	Twelfth week
Risk measurement methods with practical examples	Thirteenth Week
The risks that hinder the work of Iraqi insurance companies and the risks facing the insurance industry at various levels related to the insurance business and what insurance companies should do to face these risks.	Fourteenth week
Applied Aspects of Risk Management	Week Fifteen

Learning and Teaching Resources		
Available in the Library?	Text	
	Risk Management - Dr. Shukairi Nouri Moussa et al. / Maisara Publishing House, 2012	Required Texts
	Risk Management and Insurance- Dr. Suleiman Zeidan/ Dar Al-Manhayah for Publishing and Distribution/ First Edition/ 2013	Recommended Texts
Research, Journals and Information Technology via the Internet according to the course topics		Websites

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
Decimal signs above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54). The University has a policy of not condoning "near pass failure" so the only modification of marks awarded by the original mark (s) will be the automatic rounding described above.				

Sample Material Description			
Financial Accounting Principles 2 (2025 / 2026)			
Module Delivery		2 Accounting Principles	Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar		C	Unit Type
		FA122	Module Code
		6.00	Number of hours ECTS according to
		150	SWL Hour/Semester
2	Delivery Semester		1
		College Code	RMI110
majeda.abdelmajid@alfarabiuc.edu.iq		Email	Magda Abd El , Majeed Abd El , Aziz
Ph.D	Unit Commander Qualifications		Assistant Professor
hasan.ali5@alfarabiu.edu.iq		Email	Asst. Lect Hassan Ali Kazim
		Email	
		Issue Number	Date of approval of the Scientific Committee

Relationship with other subjects			
	Semester	None	Prerequisites Module
None	Semester	None	Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents

Teaching the student and providing him with theoretical and practical knowledge skills about the concept of financial accounting principles and how to apply the basics of basic treatments in all institutions.	Course Objectives
1- The concept and types of commercial papers and their characteristics. 2- Accounting Processing for Outgoing and Incoming Cheques 3- Bill of Exchange Concept (Payment and Receivables) 4- Cases of Disposal of Bills of Exchange and Methods of Accounting thereon. 5- Identify the concept of fixed assets and their characteristics. 6- Knowledge of the methods of accounting recording of fixed assets. 7- Learn how to calculate extinction and how to record it. 8- Knowing the cases of registration of the sale of fixed assets. 9- Identify similar and dissimilar fixed asset substitution cases. 10- The concept and nature of financial accounts. 11- The concept and nature of financial statements. 12- Set up a trading account. 13- Prepare a profit and loss account. 14- Preparing the Statement of Financial Position (Balance Sheet) 15- Statement of the concept and types of accounting errors. 16- Identifying accounting treatments to correct errors. 17- Preparation of settlement entries 18- Adjusted Trial Balance Preparation	Learning Outcomes for the Course
6- Application of the principle of justice and equality: The application of the principle of justice and equality in the treatment of all without discrimination.	How-to Contents

7- Ethical Commitment and Integrity: Promoting ethical values in work and promoting integrity and transparency. 8- Promoting a culture of respect and appreciation: Promoting the values of respect and appreciation for others and promoting individual and collective efforts. 9- Promote team spirit and teamwork: Encourage collaboration and teamwork to achieve common goals and foster trust and respect among team members.	
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Learning and Teaching Strategies	
.1. Interactive classroom discussions and real-world case studies 2. Linking accounting to other topics and using real-world data from financial markets 3. Working in in-class groups to encourage collaboration among students 4. Realistic accounting problem-solving scenarios and guided discovery to develop problem-solving skills 5. Evaluation and Feedback: • Commitment to attendance and performance of duties • In-class interaction • Written Exams • Daily Duties • Direct in-class assessment • Reporting 6. Learning strategies for students • Interactive Method of Giving Lectures • Participation of the student in the dialogue by asking the question and answering it directly.	Strategies

The student's academic load is calculated for 15 weeks			
4.2	Structured SWL (h/w) Regular Academic Load of the Student Weekly	63	Structured SWL (h/sem) Student's regular academic load during the semester
5.8	Unstructured SWL (h/w)	87	Unstructured SWL (h/sem)

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

Assessment of the course					
Relevant Learning Outcomes	Week due	Weight(s)	Time/Number		
	10-3	20% (20)	2	Tests	Ratings
	8-4	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	% (50)05	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum	
Material Covered	
• Commercial Papers	Week One
○ Commercial Papers	Second week
• Commercial Papers	Week Three
○ Commercial Papers	Week Four
Fixed Assets . Buying , Disappearing, Selling and Replacing	Week 5
Fixed Assets . Buying , Disappearing, Selling and Replacing	Week Six
Fixed Assets . Buying , Disappearing, Selling and Replacing	Seventh Week
Fixed Assets . Buying , Disappearing, Selling and Replacing	Week Eight
Final Accounts and Financial Statements	Week Nine
Final Accounts and Financial Statements	Tenth week
Final Accounts and Financial Statements	Week Eleven
Final Accounts and Financial Statements	Twelfth week
Correction , adjustment constraints and adjusted trial balance	Thirteenth Week
Correction , adjustment constraints and adjusted trial balance	Fourteenth week
Correction , adjustment constraints and adjusted trial balance	Week Fifteen

Learning and Teaching Resources		
Available in the Library?	Text	
	- Principles of Financial Accounting by Prof. Dr. Sa Ahmed Mohamed Al-Ani Assistant Professor Dr. Hakim Hamoud Falih Al-Sa Supporting Books and References Other	Required Texts
		Recommended Texts
Multiple Course-Related Websites		Websites

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
Decimal signs above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54). The University has a policy of not condoning "near pass failure" so the only modification of marks awarded by the original mark (s) will be the automatic rounding described above.				

Sample Material Description			
Principles of Statistics for Management and Insurance (2025/2026)			
Module Delivery	Principles of Statistics		Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar	C		Unit Type
	PS123		Module Code
	6.00		ECTS
	150		SWL Hour/Semester
Second Course	Delivery Semester	1	Unit Level
	College Code	RMI110	Scientific Department Code
majeda.abdelmajid@alfarabiuc.edu.iq	Email	Magda Abd El , Majeed Abd El , Aziz	Head of Department
Ph.D	Unit Commander Qualifications	Assistant Professor	Scientific Title of the Head of the Department
muhammad.hasan@alfarabiuc.edu.iq	Email	.Prof. Dr Mohamed Hassan Rashem	Subject Instructor
	Email		Name of peer reviewers
	Issue Number		Date of approval of the Scientific Committee

Relationship with other subjects			
	Semester	None	Prerequisites Module
None	Semester	None	Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents

1. Understand the basic concepts of statistics. Students should be able to define and explain basic terms such as data, population, sample, variable, and statistical inference. 2. Master data collection methods. Students should be able to identify appropriate data collection methods, design surveys, and collect relevant data. 3. Effectively present and summarize data. Students should be able to create different data visualizations (e.g., histogram, bar charts, scatter charts). 4. Calculate and interpret measures of centrism. Students should be able to calculate and understand the meaning of the mean, the median, and the pattern. 5. Calculate and interpret dispersion measures. Students must be able to calculate and understand the meaning of range, variance, and standard deviation. 6. Understanding Torque and its Applications: 7. Define and calculate normal and factor moments and understand their importance in statistical analysis. 8. Calculate absolute moments and explain their importance in describing the distribution of the dataset. 9. Calculate and interpret absolute deviation and relative deviation measures to evaluate the shape of the distribution. 10. Understand the concept of kurtosis and how it can be used to describe the flattening of the distribution relative to the normal distribution. 11. Understand and calculate simple linear correlation to measure the strength and direction of the linear relationship between two variables.	Course Objectives
1. Define statistics and explain its role in various fields. 2. Identify the different types of data (qualitative, quantitative, nominal, ordinal, comma, ratio). 3. Data collection using appropriate methods (surveys, experiments, observations). 4. Organize and summarize data using frequency distributions, tables, and graphs. 5. Calculating and interpreting the measures of centralism (medium, medium, pattern).	Learning Outcomes for the Course

6. Explain the characteristics of centrism scales and their appropriate use. 7. Calculation and interpretation of dispersion measures (range, variance, standard deviation). 8. Explain the properties of dispersion measurements and their relationship to centralism. 9. Identify the concept of momentum in statistics and its importance in describing the form of distribution. 10 .Define factor moments and distinguish them from ordinary moments. 11. . Interpretation of torque in terms of average, variance, twisting, and kurtosis. 12. Learn the concept of absolute moments and their role in measuring data dispersion. 13. Definition of absolute deviation and its application in measuring the asymmetry of data distributions. 14. Compare different types of deviation measures and understand their limits. 15. Understand the concept of relative deviation and use it in comparing distributions at different scales. 16. Definition of kurtosis and its importance in describing the tapering or flattening of data distribution. 17. Calculate and interpret flattening values, and distinguish between forms of distributions. 18. Calculate and interpret simple correlation. 19. Calculating and interpreting the correlation of adjectives. 20. Apply statistical concepts to real-world problems and analyze data from various sources.	
1. The Concept of Statistics: Definition and Importance of Statistics, Applications of Statistics in Various Fields 2. Data Types: Qualitative and Quantitative Data, Measurement Levels (Nominal, Ordinal, Interval, Ratio) 3. Data collection methods: sampling techniques (simple random, stratified, methodical, clustered), census vs. sample surveys 4. Data Quality: 5. Tables and charts: bar charts, charts, pie charts, line charts, and scatter plots 6. Graphical Presentations: Choosing the Right Graph for Different Data 7. Measures of Centralism: Medium, Medium, Pattern, Characteristics, and Explanations	How-to Contents

8. Dispersion Scales: Range, Variance, Standard Deviation, Coefficient of Variance, Properties and Explanations 9. Normal Moments: Definition of Momentum, Calculation of Moments (Raw and Central), and Interpretation of Moments in Data Distribution 10. Factor Moments: Understanding Factor Moments, Differences Between Normal and Factor Moments 11. Absolute Moments: Definition and Importance of Absolute Moments, Calculation of Absolute Moments, Use in Financial Statements and Risk Assessment 12. Absolute Deviation Metrics: Understanding Deviation (Left, Right, Symmetrical), Calculating Absolute Deviation, Applying Deviation in Distribution Analysis 13. Relative Deviation Metrics: The Difference Between Absolute and Relative Deviation, Calculating Relative Deviation, Interpretation in Data Transformation 14. Flattening: Definition and Importance of Flattening, Applications in Risk Management and Financial Modeling 15. Simple Linear Correlation: Correlation Coefficient, Interpretation of Correlation Values, Applications and Constraints 16. Attribute correlation : Types of trait correlation coefficient according to the type of compatibility table.	
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Learning and Teaching Strategies	
. Active Learning: ○ Class Discussions: Encourage open discussions and debates on statistical concepts. ○ Case studies: Use real-world examples to illustrate statistical applications. 2. Real-world applications: ○ Connection to other subjects: Linking statistical concepts to other subjects studied by students (e.g., economics, psychology, biology). ○ Real-world data: Use real-world datasets for exercises. 3. Practical Activities: ○ Data collection: Ask students to collect their own data (e.g., surveying classmates, measuring physical attributes). ○ Data visualization: Create charts and graphs to represent data.	Strategies

4. Problem-Based Learning:

- **Presenting Scenarios:** Providing students with real-world scenarios that require statistical analysis.
- **Guided Discovery:** Guiding students through the process of identifying relevant statistical concepts and techniques.

5. Technology Integration:

- **Online Resources:** Take advantage of online resources for interactive exercises and simulations.

6. Evaluation and Feedback:

Variety of assessments: Use a mix of assessments, including quizzes, projects, and presentations.

Provide feedback: Provide constructive and timely feedback about students' work.

Learning strategies for students

1. Active participation: Participate in classroom discussions, group work, and hands-on activities.

2. Practice regularly: problem-solving and practical exercises to enhance understanding.

3. Take advantage of resources: Take advantage of textbooks and online resources.

4. Ask for help: Feel free to ask questions or ask your teacher or classmates for help.

The student's academic load is calculated for 15 weeks			
5.8	Structured SWL (h/w) Regular Academic Load of the Student Weekly	78	Structured SWL (h/sem) Student's regular academic load during the semester
4.8	Unstructured SWL (h/w) Student's irregular academic load per week	72	Unstructured SWL (h/sem) Student's irregular academic load during class
150			Total SWL (h/sem)
			The student's total academic load during the semester

Assessment of the course					
Relevant Learning Outcomes	Week due	Weight(s)	Time/Number		
	10-3	20% (20)	2	Tests	Ratings
	8-4	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	% (50)05	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum	
Material Covered	
The Concept of Statistics	Week One
Data Collection	Second week
Samples	Week Three
Data classification and classification	Week Four
Data classification and classification	Week 5
Data Presentation	Week Six
Sports Terms and Symbols	Seventh Week
Exam	Week Eight
Measures of centralism	Week Nine
Measures of centralism	Tenth week
Dispersion Scales	Week Eleven
Dispersion Scales	Twelfth week
Absolute Torsion Scales, Relative Torsion Scales, and Flattening	Thirteenth Week
Simple Linear Correlation	Fourteenth week
Correlation of adjectives	Week Fifteen

Learning and Teaching Resources		
Available in the Library?	Text	
	Statistics Mahmoud Al- - Mashhadani, Amir Hanna Hormuz, 1989	Required Texts
Additive Statistical Analysis of Sustainable Development Indicators	Sustainable Development Indicators, Ezzat Erian, 2023	Recommended Texts
None		Websites

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in (processing	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
for) will be rounded to the highest or lowest full sign 0.5 Decimal signs above or below The University .(54 to will be rounded 54.4 while ,55 to will be rounded 54.5 ,example so the only modification of marks "near pass failure" has a policy of not condoning .will be the automatic rounding described above (s) awarded by the original mark				

English Reading in Business (2026/ 2025)			
Material Name	English Reading in Business		Module Delivery
Unit Type	C		☒ Theory ☒ Reading ☒ laboratory ☒ Tutorial ☒ practical ☒ Symposium
Unit Code	AR124		
Number of hours according to the ECTS system	5.00		
SWL Hour/Semester	125		
Unit level	UGI 2	Delivery Semester	
Scientific Department Code	MRI110	College Code	
Head of Department	Majeda Abdelmajid Abdelazez	Email	majeda.abdelmajid@alfarabiuc.edu.iq
Scientific title of the head of the department	Asst. Prof.	m	PhD
Subject lecturer	Prof. dr. Hanaa Abedughafar	Email	hanaa.abedughafar@alfarabiuc.edu.iq
Name of peer references		Email	
Date of approval of the Scientific Committee		Version number	

Relationship with other subjects			
Prerequisites Unit	None	Semester	
Common Requirements Unit		Semester	

Course objectives, learning outcomes and instructional contents	
Course Objectives	• Introducing students to the basic concepts and principles of management: Students learn about the main concepts and basic principles that form the basis for understanding management as a science and as a practice. • Enhancing decision-making ability: This course helps students develop the ability to make effective and informed decisions in the context of management and organization. • Motivating students to think critically and creatively in the field of management: This course encourages students to think critically and creatively in solving management problems and developing new strategies to achieve institutional goals.
Learning outcomes of the course	Understanding the basic concepts in management: • Identify the concept of management and its importance in achieving organizational goals. • Understand basic management terms such as planning, organizing, leading, and controlling. Familiarity with management functions: • Learn the basic steps and functions of management (planning, organizing, directing, and controlling). • Understand how to apply each function in different work environments. Familiarity with management theories: • Identify major management theories (such as classical theory, human relations theory, modern theory). • Understand how management thought has evolved over time. Understanding the work environment and Organizing: • Understand the factors that affect the internal and external work environment. • Familiarity with the importance of organizational culture and its impact on institutional performance. Understanding leadership skills and decision-making: • Identify the characteristics of effective leadership and its role in management. • Understand the decision-making process and its various stages.

Indicative Contents	1. Commitment to work ethics: • Develop a deep understanding of work ethics and how to apply them in daily administrative decisions. • Promote integrity and transparency in administrative decision-making. 2. Commitment to justice and equality: • Promote the principle of justice in dealing with employees, colleagues and customers without discrimination. • Establish the principle of equal opportunities and fair treatment within the work environment. 3. Respect and appreciation: • Develop students' ability to respect others, including colleagues, customers and stakeholders. • Promote the values of appreciation for individual and collective efforts in the work environment. 4. Teamwork: • Encourage cooperation and teamwork to achieve common goals. • Enhance mutual trust and respect among team members.

Learning and Teaching Strategies	
Strategies	1. Lectures: The course materials are delivered through lecture sessions given by the instructor in the subjects. The lectures aim to guide the students and provide the basic concepts and necessary knowledge. 2. Group discussions: Interactive discussion sessions are organized among the students on different a topic, which enhances interaction, exchange of ideas and opinions, and enhances the students' understanding of the material. 3. Case studies: Case studies are used as a teaching tool to illustrate the practical applications of theoretical concepts and motivate students to think analytically and make decisions. 4. Continuous assessment: a variety of assessment methods are used to measure students' progress and understanding of the material, including tests, projects, and group activities. 5. The material is presented using Power point to explain the material to the students.

The student's academic load is calculated for 15 weeks			
Structured SWL (h/sem) Regular academic load of the student during the semester	63	Structured SWL (h/w) Regular student load per week	4.2
Unstructured SWL (h/sem) Irregular academic load of the student during the semester	62	Unstructured SWL (h/w) Irregular student academic load per week	4.1
Total SWL (h/sem)	125		
The student's total academic load during the semester			

Course Evaluation					
		Time/Number	Weight (marks)	Week due	Related learning outcomes
evaluations	auditions	2	20% (20)	10-3	LO #2 and #14
	Tasks	2	10% (10)	8-4	LO #3 and #13
	Projects/Laboratory.	0	0% (0)	0	All
	Report	1	10% (10)	11	LO #5 and #10
auditions	Mid-term Exam	1	10% (10)	13	LO #1 - #6
	Final Exam	1	50% (50)	16	All
Final Assessment		100%(100 MARKS)			

Theoretical Weekly Curriculum		
	Material Covered	
First week	Definition of management and the functions of the organization (a conceptual introduction to management and the manager, the concept of management and the manager, approaches to studying management, the activities of the facility, the challenges facing contemporary management)	
Second week	Understanding the role of the manager and the duties he performs and how he manages them (the tasks and skills of the manager, administrative skills, the roles of the manager, the functions of the manager)	
Third week	The development of management thought/ understanding the development of the concept of management over time and which of those schools can be adopted (the development of management thought: the classical school, the scientific management school, the school of management divisions, the bureaucratic school)	
Fourth week	Understanding the development of the concept of management over time and which of these schools can be adopted (the humanistic school, the studies of Hawthorne and Elton Mayo, the study of Follett, the study of Chester Barnard, Douglas McGregor and the theory of (x) and (y)	
Fifth week	Understanding modern management approaches and models that can be applied in practical settings (Contemporary School, Open Systems Theory, Quantitative Management, and Japanese Management)	
Week Six	Management in the changing environment/ Environmental surface composition Identifying the general and specific environment and how to separate them and the relationship between them (management environment, concept of environment and its types, specific environment and its components, general environment and its components, mutual impact between the organization and the work environment)	
Week seven	Exploring organizational boundaries: the nature of environmental scanning or foresight, dynamic versus stable environments, environmental scanning procedures, and addressing and managing change: adaptive management, and the positive attributes of organizations and their management.	
Week eight	Understanding how objectives are defined and their requirements (organizational goals and managerial planning, organizational purpose and mission, objectives and aims, types of organizational goals, the importance of goals, and the requirements for goal setting).	
Week Nine	Management by Objectives: the key steps in the Management by Objectives process, and the advantages and disadvantages of the Management by Objectives approach.	

Week Ten	Learning how to plan at the individual level, then at the organizational level, and how to develop a strategic plan. Strategic planning (the concept of strategy, key factors in determining strategy, components of corporate strategy, uncertainty, and Diligence).	
Week Eleven	Steps to making strategic decisions Strategy levels	
Twelfth week	Learn how to prepare operational plans and what tools are used in that (defining and mastering the nature of planning, why management tends towards planning, types of operational plans, activity and time)	
Thirteenth week	Types of plans according to their action (tactical plans, existing plans, single-use plans)	
Fourteenth week	Organizing the planning function Organizational components and planning practice Planning introductions, planning obstacles and treatments, situational planning.	
Fifteenth week	Cost of goods sold	

Learning and Teaching Resources		
	Text	Available in the Library?
Required Texts	Course Book: Principles of Management with a Focus on Business Administration, Prof. Dr. Khalil Al-Shamaa, 2007, 2010. Business Administration Book/ Principles, Skills and Functions Muhammad Mustafa Al-Khashrom/ 2005	
Recommended Texts	Iraqi Academic Journals	
Websites	Research, Periodicals and Information Technology via the Internet according to the course topics.	

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
Decimal signs above or below 0.5 will be rounded to the highest or lowest full sign (for example, 54.5 will be rounded to 55, while 54.4 will be rounded to 54). The University has a policy of not condoning "near pass failure" so the only modification of marks awarded by the original mark (s) will be the automatic rounding described above.				

Computer Course Description Form (2025/2026)			
Module Delivery		Computer	Item Name
☒ Theory ☒ Lecture ☒ Laboratory ☒ Tutorial ☒ practical ☒ Seminar		Basic	Unit Type
		C125	Module Code
		3.00	Number of hours ECTS according to
		75	SWL Hour/Semester
2	Delivery Semester	2	Unit Level
		College Code	Scientific Department Code
		RMI110	
majeda.abdelmajid@alfarabiuc.edu.ig		Email	Head of Department
		Magda Abd El , Majeed Abd El , Aziz	
PhD	Unit Commander Qualifications	Assistant Professor	Scientific Title of the Head of the Department
		Email	Subject Instructor
		.Assoc. Prof Dr. Sinan Telephone Abdel Majeed	
		Email	Name of peer reviewers
Issue Number			Date of approval of the Scientific Committee

Relationship with other subjects			
	Semester	None	Prerequisites Module
None	Semester	None	Common Requirements Module

Course Objectives, Learning Outcomes, and Instructional Contents	
Introducing the student to Windows 10 1. Introduce students to the main concepts and basic principles of the system. 2. Introducing students to the basic concepts and principles of WordPress: Students are introduced to the main concepts and basic principles that form the basis of understanding WordPress. 3. Enhance Typography: This course helps students develop the ability to print in WordPress. 4. Motivating students to be creative in printing processes: This course encourages students to be creative in printing processes and to use them in printing graduation papers, as well as to use them as a skill.	Course Objectives
1. Developing the student's computer skills. 2. Enhance students' understanding of the role of technology in learning processes and use it effectively in development. 3. Developing the ability to print in WordPress.	Learning Outcomes for the Course
1. Introduction to Windows10 2. Start Menu 3. Microsoft Word 2010 4. File tab 5. Insert Tab 6. Header & Footer Set 7. Text Group 8. References tab 9. Mailings Correspondence Tab 10. Review tab	How-to Contents

Learning and Teaching Strategies	
1- Promoting the Use of Technology in Learning: The program aims to enhance students' understanding of the role of technology in learning processes and its effective use in the development and implementation of various education strategies.	Strategies

2- Lectures: The study materials are presented in the form of lectures delivered by the teachers. 3- Discussions: Discussions about the lecture take place between teachers and students. 4- Continuous Assessment: For students in the form of oral or written questions and answers 5- REVIEW THE MATERIAL: THE EXPLANATION ON THE BOARD TO CLARIFY SOME VOCABULARY AS WELL AS REVIEW THE MATERIAL ACCORDING TO POWER POINT.	
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The student's academic load is calculated for 15 weeks			
3.2	Structured SWL (h/w) Regular Academic Load of the Student Weekly	48	Structured SWL (h/sem) Student's regular academic load during the semester
1.8	Unstructured SWL (h/w) Student's irregular academic load per week	27	Unstructured SWL (h/sem) Student's irregular academic load during class
75			Total SWL (h/sem)
			The student's total academic load during the semester

Assessment of the course					
Relevant Learning Outcomes	Week due	Weight(s)	Time/Number		
	10-3	20% (20)	2	Tests	Ratings
	8-4	10% (10)	2	Tasks	
	0	0% (0)	0	.Projects/Laboratory	
	11	10% (10)	1	The Report	
	13	10% (10)	1	Mid-Term Exam	Tests
	16	% (50)05	1	Final Exam	
		100%(100 MARKS)		Final Evaluation	

Theoretical Weekly Curriculum	
Material Covered	
Introduction to Windows10 ,Desktop for Windows10	Week One
Start Menu , Some Actions on Windows 10 , Folders and File	Second week
Introduction, Running Microsoft Word 2010, Microsoft Word 2010 Program Interface	Week Three
File tab, Home tab	Week Four
Page Layout Tab, View Tab	Week 5
Insert Tab ,Pages Group	Week Six
Exam	Seventh Week
Tables Group	Week Eight
Tables Group	Week Nine
Illustrations Collection	Tenth week
Header & Footer Set, Header & Footer Set	Week Eleven
Text Set, Symbols Set	Twelfth week
References tab	Thirteenth Week
Mailings Correspondence Tab	Fourteenth week
Review tab	Week Fifteen

Learning and Teaching Resources		
Available in the Library?	Text	
	- Computer Basics and Office Applications (Part I)	Required Texts
		Recommended Texts
Multiple Course-Related Websites		Websites

Grading Chart				
Definition	Marks %	Grade	Recognition	Group
Outstanding Performance	90 – 100	A – Excellent	Privilege	Success Group (50 - 100)
Above average with some errors	80 – 89	B - Very Good	Very good	
Sound work with notable errors	70 – 79	C – Good	Good	
Fair but with major shortcomings	60 – 69	D – Satisfactory	Medium	
Work meets minimum criteria	50 – 59	E – Sufficient	Acceptable	
More work required but credit awarded	(45-49)	FX – Fail	Deposit (in processing)	Fail Group (0 – 49)
Considerable amount of work	(0-44)	F – Fail	Fail	
for) will be rounded to the highest or lowest full sign 0.5 Decimal signs above or below The University .(54 to will be rounded 54.4 while ,55 to will be rounded 54.5 ,example so the only modification of marks "near pass failure" has a policy of not condoning .will be the automatic rounding described above (s) awarded by the original mark				

Module Information				
Course Information				
Module Title	English Language I		Module Delivery	
Module Type	Basic learning activities		☒ Theory ☒ Reading ☒ Lab ☒ Tutorial ☒ Practical ☒ Seminar	
Module Code	EL126			
ECTS Credits	2			
SWL (hr/sem)	50			
Module Level		UGI	Semester of Delivery	
Administering Department		Department of Risk Management and Insurance	College	
Module Leader	Majeda Abdelmajid Abdelazez		Email	majeda.abdelmajid@alfarabiuc.edu.iq
Module Leader's Acad. Title		Asst. Prof.	Module Leader's Qualification	
Module Tutor	Asst. Lect .Ahmed Hameed		Email	
Peer Reviewer Name			Email	
Scientific Committee Approval Date			Version Number	

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

Module Aims, Learning Outcomes and Indicative Contents

Course Objectives, Learning Outcomes, and Instructional Contents

Module Objectives Course Objectives	1. know students with essential information in the English language in association with reading, writing and speaking skills, and knowing more English vocabulary. 2. To understand pronouns, questions and short answers, tenses (present, past and future), adjective, adverb, prepositions of place, punctuation marks and practicing writing. 3. This module works towards enhancing students' English language competencies along with their technical or professional knowledge. 4. Enhance students' communication skills in English can result in better job opportunities in the future
Module Learning Outcomes Learning Outcomes for the Course	The student will have the ability to: 1. Know the English skills of reading, and writing. 2. Recognize other English language skills such as: grammar, vocabulary. 3. Understand and appreciate the importance of grammar aspects and vocabulary to increase the ability of communicating ideas about the English language. 4. Understand pronouns, questions and short answers. 5. Understand tenses present, past and future. 6. Understand adjectives, adverbs, prepositions of place, and punctuation marks. 7. Practicing reading and writing. 8. Enhance students' communication skills in English.
Indicative Contents How-to Contents	Indicative content includes the following. <u>Part A: Parts of Sentence.</u> Pronoun, question and short answer, adjective, adverb, prepositions of place. [14 hrs] <u>Part B: Tenses</u> Past Tense, Present Tense, and Future Tense. [8 hrs] <u>Part C: Reading and Writing</u> Punctuation marks, and practicing writing [8 hrs]

Learning and Teaching Strategies

Learning and Teaching Strategies

Strategies	The main strategies that will be adopted in delivering this module are: - Allow students to actively participate in the learning process with class discussions and exercises that support the initiative. - Use didactic questioning through questions to determine student understanding of the material. - Writing an assignment and report that encourages students to clarify and organize their thinking and independently research and present on a topic.
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Student Workload (SWL)

The student's academic load is calculated for 15 weeks

Structured SWL (h/sem) Student's regular academic load during the semester	33	Structured SWL (h/w) Regular Academic Load of the Student Weekly	2
Unstructured SWL (h/sem) Student's irregular academic load during class	17	Unstructured SWL (h/w) Student's irregular academic load per week	1
Total SWL (h/sem) The student's total academic load during the semester	50		

Module Evaluation

Assessment of the course

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	20% (20)	10-3	
	Assignments	2	10% (10)	8-4	
	Projects / Lab.			0	
	Report	1	10% (10)	11	
	Midterm Exam	1	10% (10)	13	

Summative assessment	Final Exam	1	50% (50)	16	
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)	
Theoretical Weekly Curriculum	
	Material Covered
Week 1	Unit 1: Grammar: Types of Pronouns Vocabulary: Everyday objects, Plurals Reading and Writing Skill
Week 2	Unit 2: Grammar: Pronoun, Questions Vocabulary: Countries, Adjective and Nouns Reading and Writing Skill
Week 3	Unit 3: Grammar: Negatives, Questions and short answer Vocabulary: Jobs, Personal Information Reading and Writing Skill
Week 4	Unit 4: Grammar: Possessive adjectives, Possessive 's, common verbs (1): has/have, love, like, work. Vocabulary: The family, The alphabet Reading and Writing Skill
Week 5	Unit 5: Present Simple, Questions Vocabulary: Sport, Food and Drink, Verb phrase, Languages and nationalities, Adjective + noun. Reading and Writing Skill
Week 6	Unit 6: Grammar: Adverbs of frequency (sometimes, always, never), Questions and Negatives. Vocabulary: The Time, Word that go together Reading and Writing Skill
Week 7	Unit 7: Grammar: Question words, Pronouns (subject, object, possessive), that and this. Vocabulary: Adjectives

	Reading and Writing Skill Grammar: There is/There are, Prepositions of place Vocabulary: Rooms and furniture, Place of town Reading and Writing Skill
Week 8	Mid exam
Week 9	Unit 9: Grammar: Past Simple Tense - regular verbs Vocabulary: years, have, do, go Reading and Writing Skill
Week 10	Unit 10: Grammar: Past Simple Tense - irregular verbs, Questions and Negatives, Time expression, ago. Vocabulary: Weekend activities, Sport and leisure Reading and Writing Skill
Week 11	Unit 11: Grammar: can/can't, Adverbs, Request and offers. Vocabulary: Verb + noun, Adjective + noun, Opposite adjective Reading and Writing Skill
Week 12	Unit 12: Grammar: Would like, some and any, like and would like Vocabulary: Places and town, In cafe Reading and Writing Skill
Week 13	Unit 13: Grammar: Present Continuous Tense Vocabulary: Colors, Clothes, Opposite verbs Reading and Writing Skill
Week 14	Unit 14: Grammar: Future Tense, going to Vocabulary: Forms of transport Reading and Writing Skill
Week 15	Grammar: Punctuation Marks, Grammar revision Vocabulary: Vocabulary revision Reading and Writing Skill

Week 16	Preparatory week before the final Exam
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Learning and Teaching Resources		
Learning and Teaching Resources		
	Text	Available in the Library?
Required Texts	New Headway Plus/ Beginner, John and Liz Soars, Oxford University Press	No
Recommended Texts	Understanding and Using English Grammar, 5 th Edition, Betty S. Azar Stacy A. Hagen.	No
Websites	Related Online Resources	

Grading Scheme				
Grading Chart				
Group	Grade	Recognition	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 works 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	Fail	(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.				