

Republic of Iraq

Ministry of higher education & scientific research

Supervision and scientific evaluation directorate

Quality assurance and academic accreditation

Academic Program Specification Form For The Academic

University : Northern Technical University

College or Institute: Kirkuk Technical Institute

Department: Resource Management Techniques

Date of form completion: 14/1/2024

Assit.Prof. Dr. : Ashty Mahdi Aarif

Dean's Name

Dr. Sawash shakeen ibrahim

Dean's Assistant for
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Dr. Isam Albeayati

Head of Department

Date: 14/1/2024

Date: 14/1/2024

Date: 14/01/2024

Signature

Signature

Signature

Assis. Prof. Zuhair Shaker

Quality Assurance and University performance manager

Date: 14/1/2024

Signature

TEMPLATE FOR PROGRAMME SPECIFICATION

HIGHER EDUCATION PERFORMANCE REVIEW:PROGRAMME REVIEW

PROGRAMME SPECIFICATION

This Programme Specification provide a concise summary of the features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. It is supported by a specification for each course contributing to the programme.

1.Teaching Institution	Northern Technical University/Kirkuk Technical Institute
2.Department	Material Management Techniques
3.Programme Title	Technical Diploma
4.Title of Final Award	Technical Diploma
5.Modes of Attendance offered	Courses
6.Accreditation	ABET Academic Accreditation Program for management
7.Other external influences	Non
8.Date of production of this specification	8/01/2024
9.Aims of the Programme	
<p>The Department of Materials Management Technologies is one of the administrative departments affiliated with the Technical Institute in Kirkuk. It is one of the formations of the Northern Technical University. It was established in 1978. The Materials Management department program works to provide students with the necessary skills to work individually or collectively. The department seeks to provide students with theoretical and practical knowledge in materials management that provide to the various needs required in different local and regional organizations. Providing high-quality technical education to students. Using inventory management applications, marketing, planning, organizing all storage records and documents, and controlling materials. Contributing to providing technology at a high level of culture and experience related to the activities of organizations. The department aims to providing diverse educational and training programs that align with the interests and ambitions of students and the job market. Preparing graduates capable of competing</p>	

in the job market and contributing to the development of society and the economy. The number of students in the department for the academic year 2021-2022 is (219) male and female students for morning study. The department is greatly involved in influencing the surrounding environment by providing state institutions with personnel capable of working in the field of material management .

Department objectives:

1. Preparing highly skilled technical staff with distinguished professionalism and the ability to innovate and excel.
2. Openness to society through specialized courses and consulting offices.
3. Promoting applied technical education and highlighting points of distinction over academic education.
4. Keeping up with research trends and supporting the products in a way that adds creativity and innovation to them.
5. Meeting the labor market's need for specialized cadres in precise specializations.
6. Continuous development of curricula and study plans and keeping pace with rapid developments in the fields of administrative specialization.

10.Learning Outcomes ,Teaching, Learning and Assessment Methods

A. Knowledge and Understanding

A1. Providing the student with theoretical and applied knowledge of managing subjects that meet the requirements of the labor market . 2- Contributing by providing technology at the scientific and cultural level and experience with regard to material management work and organization's activities . 3- The student obtains a certificate of qualifications in material management techniques . 4- Organize and manage records and documents related to materials management activities. 5- Training the students to use terminology in the English language in the scientific department

B. Subject-specific skills

B1. It aims to prepare technical staff qualified to practice activities related to purchasing and storage with scientific, professional and technical qualification. 2- Prepare highly skilled technical personnel in the field of materials management who have the ability to deal with change that occur in their field of specialization . 3- the department qualifies an effective staff to carry out the operations of preserving , receiving and examining materials inside the warehouse . 4- The staff acquires skills in business and marketing activities .

Teaching and learning Methods

Blended learning (Online educational material with online interaction, with place Classroom methods),Scientific Films, Teaching Videos, Laboratories , Trainee and summer internship , Graduation projects

Assessment method

Daily ,Monthly, Final examination and weekly reports

C. Thinking Skills

C1.Student gain principles skills of Fundamental lab manager .

C2. Analysis and solve problems that face people in med

C3. Evaluate the solutions that offer and choose the suitable one

C4.DesignandopenMedicallab.Andupgradetheselflearnskills

Teaching and Learning Methods

Blended learning (Online educational material with online interaction, with placeClassroommethods),ScientificFilms,TeachingVideos,Laboratories, Trainee and summer internship , Graduation projects

Assessment methods
D. General and Transferable Skills (other skills relevant to employ ability and personal development)
D1.Teamwork skills D2.Computing and Internet skills D3.English Lagrange skills D4.Leadership and taking the responsibility skills D5.Self learning and lifelong learning
Teaching and Learning Methods
Blended learning (Online educational material with online interaction, with placeClassroommethods),ScientificFilms,TeachingVideos,Laboratories, Trainee and summer internship , Graduation projects
Assessment Methods
Daily, Monthly, Final examination and weekly reports

Daily, Monthly, Final examination and weekly reports

11. program structure

Courses for the two phrase :

1-first year

Seq	Subject	Theoretical (hours)	Practical (hours)	Total	Units	Notes
1	Human Rights	1	0	1	1	Public
2	Democracy	2	0	2	2	Public
3		1	2	3	3	Assistant
4	Computer principles	1	2	3	3	Assistant
5	Principles of Management	2	0	2	2	Public
6	Specialized English Reading 1-	1	1	2	2	Public
7	Accounting	1	0	1	1	Public
8	Storage Technologies	2	0	2	2	Assistant
9	Managerial control	2	0	2	2	Assistant
10	Time management	0	3	3	3	Specialized
11	Risk Management and Insurance	0	4	4	4	Specialized
12	Human Rights	2	4	6	6	Specialized
13	Democracy	2	4	6	6	Specialized
14		2	2	4	4	Specialized
15	Computer principles	2	2	4	4	Specialized
16	Principles of Management	2	2	4	4	Specialized
17	Specialized English Reading 1-	1	2	3	3	Specialized
18	Accounting	2	1	3	3	Specialized
19	Storage Technologies	0	3	3	3	Assistant
20	Managerial control	0	3	3	3	Assistant
	Time management	26	35	61	61	

2- Second year

Seq	Subject	Hours			Units	Type
		Theo.	practical	Total		
1	Computer principles	2	0	2	2	Public
2	English Language- 1	2	0	2	2	Public
3	Arabic Language	2	4	6	6	Specialized
4	Franch Language	2	2	4	4	Specialized
5	Sport	1	2	3	3	Specialized
6	Statistics	0	3	3	3	Assistant
7	Materials Management	0	3	3	3	Assistant
8	Storage Accounting	1	2	3	3	Assistant
9	Specialized English Reading -2	1	2	3	3	Specialized
10	Case Studies	2		2	2	Specialized
11	Logistic management		1	1	1	Specialized
12	Computer principles	1	3	4	4	Specialized
13	English Language- 2	2	2	4	4	Specialized
14	Arabic Language	1	2	3	3	Specialized
15	Franch Language	2	2	4	4	Specialized
16	Sport		2	2	2	Specialized
17	Statistics	2	0	2	2	Specialized
18	Materials Management	1	2	3	3	Assistant
19	Storage Accounting	1	2	3	3	Specialized
20	Specialized English Reading -2	2	2	4	4	Specialized
	Total hours	25	36	61	61	

first year12. Personal Development Planning

1. Using modern resources, whether in the library or the Internet
2. Participation in training courses inside and outside the institute.
3. Technical and administrative advice.
4. Preparing applied and field research.

5. Preparing educational bags.

6. Cooperation with departments and institutions in the governmental and private sectors in the field of training, supervision and consultancy.

13. Personal Development Planning

1- Self learning

2- Scientific seminars and symposium

3- Scientific researching and publishing papers

4- Trainee courses outside and inside the country

14. Admission criteria

- High school section

- The average degree

15. Key sources of information about the programme

1- Book and textbook

2- Scientific catalogues

3- Scientific research and publishing paper

4- Internet

Curriculum Skills Map

Please tick in the relevant boxes where individual Programme Learning Outcomes are being assessed

Programme Learning Outcomes

[illegible]

	NTU105	English Language- 1	public	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	NTU106	Arabic Language	Specialized	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	NTU108	Sport	Specialized	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	TIM010	Statistics	Assistant	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	MMT106	Materials Management	Assistant	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	MMT107	Storage Accounting	Assistant	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	MMT108	Specialized English Reading -2	Specialized	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	MMT109	Case Studies	Specialized	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	MMT110	Computer principles	Specialized	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	NTU200	English Language- 2	Specialized	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

B/Book T/Theory P/Practical R/Report S/Seminar L/Lab. J/Project

TEMPLATE FOR COURSE SPECIFICATION

HIGHER EDUCATION PERFORMANCE REVIEW: PROGRAMME REVIEW

COURSE SPECIFICATION

This Course Specification provides a concise summary of the main features course and the learning outcomes that a typical student might reasonably expect to achieve and demonstrate if he/she takes advantage of the learning opportunities that are provided. It should be cross-referenced with the specification.

1. Teaching Institution	Ministry of higher education & scientific research
2. University Department/Center	Northern Technical University
3. Course title/code	
4. Programme(s) to which it contributes	
5. Modes of Attendance offered	Presence
6. Semester/Year	2023-2024
7. Number of hours tuition (total)	81 hours
8. Date of production/revision of this specification	14/4/2024
9. Aims of the Course	
Equip the scientific knowledge. Techniques for students depend on instruction in the section of private skills of teaching and learning methods in addition to thinking and personal development skills. Preparing highly skilled technical staff with distinguished professionalism and the ability to innovate and excel.	

10.Learning Outcomes, Teaching, Learning and Assessment Methods
<p>A. Knowledge and Understanding</p> <p>A1. Providing the student with theoretical and applied knowledge of managing subjects that meet the requirements of the labor market. 2- Contributing by providing technology at the scientific and cultural level and experience with regard to material management work and organization's activities. 3- The student obtains a certificate of qualifications in material management techniques. 4- Organize and manage records and documents related to materials management activities. 5- Training the students to use terminology in the English language in the scientific department</p>
<p>B. Subject-specific skills</p> <p>B1. B1. It aims to prepare technical staff qualified to practice activities related to purchasing and storage with scientific, professional and technical qualification. 2- Prepare highly skilled technical personnel in the field of materials management who have the ability to deal with change that occur in their field of specialization. 3- the department qualifies an effective staff to carry out the operations of preserving, receiving and examining materials inside the warehouse. 4- The staff acquires skills in business and marketing activities.</p>
Teaching and Learning Methods
<p>Blended learning (Online educational material with online interaction, with placeClassroommethods),ScientificFilms,TeachingVideos,Laboratories, Trainee and summer internship , Graduation projects .</p>
Assessment methods

Daily, Monthly, Final examination and weekly reports

C. Thinking Skills

C1. Student gain principles skills of Fundamental lab manager

C2. Analysis and solve problems that face people in med

C3. Evaluate the solutions that offer and choose the suitable one

C4. Design and open Medical lab .And upgrade the self-learn skills

Teaching and Learning Methods

Blended learning (Online educational material with online interaction, with place Classroom methods), Scientific Films, Teaching Videos, Laboratories, Trainee and summer internship , Graduation projects

Assessment methods

Daily, Monthly, Final examination and weekly reports

D. General and Transfer able Skills (other skills relevant to employ ability and personal development)

D1. Teamwork skills

D2. Computing and Internet skills

D3. English Language skills

D4. Leadership and taking the responsibility skills

D5. Self-learning and lifelong learning

11. Course Structure

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
weekly	3			attendance	Oral exam

12.Infrastructure	
Required reading: - CORETEXTS - COURSE MATERIALS - OTHER	Material management books, supply management books , time management , storage techniques and accounting principles .
Special requirements(include for example workshops, periodicals, IT software, websites)	Main references (sources) : books related to materials management topics , the internet and websites
Community-based facilities(include for Example ,quest, lectures, internship ,field studies)	Recommended books and references, scientific journals and research related to the material management department

13.Admissions	
Per-requisites	
Minimum number of students	50
Maximum number of students	80

Course description form

Marketing Management

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, the learning opportunities demonstrating whether he or she has made the most of them available. It must be linked to the program description

Technical -Northern Technical University _Institute_ kirkuk	1. Educational institution
Materials management techniques	2. Scientific department/center
Marketing Management	3. Course name/code
My presence	4. Available attendance forms
First year	5. Semester/year
60	6. Number of study hours (total)
2024-4- 2	7. Date this description was prepared
8. Course objectives	
marketing activities and Providing the student with knowledge and skills in the field of enabling him to become familiar with the foundations, principles, and methods of marketing products in terms of pricing, distribution, and promotion of them, how to the purpose of stimulate sales and stimulate motivation among the consumer for their purchasing, and to identify and control strategic requirements in organizations	

9. Course outcomes and teaching, learning and evaluation methods

Cognitive objectives -A

.The skills objectives of the course -B

- 1- Providing the student with the skill in marketing management, warehousing operations purchasing, manufacturing and
- 2- Giving the student the skill to use a calculator in his field of specialization
- 3- types -market concept -Market division Preparing reports in the field foundations of market -choosing the market target -of markets forecasting sales -division

Teaching and learning methods
1- Theoretical lectures
Evaluation methods
1- Theoretical test 2- Duties 3- Reports
Emotional and value goals -C confidence-Increasing the student's self -1 Managing time and not wasting it -2 of competition Increase the spirit -3
Teaching and learning methods
1- Giving lectures 2- (Using modern means (calculators and the Internet
Evaluation methods
1- Theoretical test 2- Duties 3- Reports
Transferable general and qualifying skills (other skills related to -D .(employability and personal development Choosing supply sources -1 appropriate selection The importance of-2 marketing mix Appropriate selection Method-3 sources and the marketing mix buying and selling the performance of Evaluating -4 contracting with purchasing sources Negotiating and -5

Weekly hours			academic year the second Language of instruction
the total 4	practical 2	theoretical 2	
Name of the material in English		Name of the material in Arabic	
Marketing Management		Marketing Management	Arabic

- the theoretical side -

Vocabulary details	the week
A comprehensive view of the marketing concept	1
The concept of the marketing mix and its elements- product- price - place- (promotion)	2
Marketing environment- internal environment- external environment	3
factors affecting the -purchasing decisions -Consumer behavior steps of -types of purchasing decisions -purchasing decision and motivations for purchasing -decision making	4
choosing the -s types of market -market concept -Market division sales forecasting -foundations of market division -market target	6,5
what is meant by the product -The product - -the product mix steps to innovate the -the product life cycle -product classifications the products the mental status of -product , -developing the goods the reasons for the failure of new goods- the reasons for developing the useful life of -the components of the commodity -new goods .the commodity	8,7
- effective packaging standards -packaging concept -Packaging excellence -product identification	9
the concept of the -Distribution and distribution channels	11,10
activities of -types of distribution channels -distribution channel -factors affecting the distribution channel -distribution channels orizental integrationvertical and h	
the -the concept of marketing establishments -Wholesale trade	12
the classification of -activities of marketing establishments .wholesale trade	
-huge stores -the nature and importance of retail trade -Retail trade	13
new features in retail trade -ade without stores retail tr	
-physical distribution activities -Physical distribution	15,14
ordering -material handling -storage control -transportation procedures	

-side The practical-

Vocabulary details	the week
Training on marketing concepts and the marketing mix	2,1
Training on the internal and external marketing environment	3
Training on consumer behavior and factors influencing the purchasing decision	4
Practical cases of market segmentation	6,5
Training on product classifications and the product life cycle, training on developing goods and the causes of failure of new goods	8,7
Practical cases for packaging	9
Practical cases about distribution and the factors affecting the distribution channel	11,10
Training on wholesale and retail trade concepts	13,12
Training on exercising control over storage and physical distribution	15,14

Operations Management

Course description

most important characteristics This course description provides a summary of the of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has made the most of the learning opportunities .available. It must be linked to the program description

1. Educational institution	Technical -rn Technical University Northe Institute_ Kirkuk
2. Scientific department/center	Materials management techniques
3. Course name/code	Operations Management
4. Available attendance forms	My presence
5. Semester/year	First year
6. Number of study hours (total)	75
7. Date this description was prepared	2024-4-2
8. Course objectives	
Providing the student with theoretical and practical skills in managing operations in controlling industrial operations industrial facilities in the field of planning, organizing and and using quantitative methods in making decisions related to various aspects of productive .work activity in business organizations	

10. Course outcomes and teaching, learning and evaluation methods

Cognitive objectives -A

- 4- Operations and production management in various institutions
- 5- Organizing the product management process
- 6- Preparing reports on production operations management
- . Organizing product production and marketing documents

.course The skills objectives of the -B																			
Teaching and learning methods																			
production manufacturing and storage operations																			
2- Theoretical lectures																			
Evaluation methods																			
Processes productivity effective efficiency And the systems approach																			
4- Theoretical test																			
5- Duties																			
6- Reports																			
Emotional and value goals -C																			
confidence-Increasing the student's self -1																			
Managing time and not wasting it -2																			
Increase the spirit -3																			
of competition																			
<table border="1"> <tr> <td colspan="3">Weekly hours</td><td>academic year</td></tr> <tr> <td>the total</td><td>Practical</td><td>Theoretical</td><td></td></tr> <tr> <td>5</td><td>3</td><td>2</td><td>second the</td></tr> <tr> <td colspan="2">Name of the material in English Operation Management</td><td>Name of the material in Arabic Operations Management</td><td>Language of instruction Arabic</td></tr> </table>				Weekly hours			academic year	the total	Practical	Theoretical		5	3	2	second the	Name of the material in English Operation Management		Name of the material in Arabic Operations Management	Language of instruction Arabic
Weekly hours			academic year																
the total	Practical	Theoretical																	
5	3	2	second the																
Name of the material in English Operation Management		Name of the material in Arabic Operations Management	Language of instruction Arabic																
Teaching and learning methods																			

3- Giving lectures 4- (Internet Using modern means (calculators and the
Evaluation methods
4- Theoretical test 5- Duties 6- Reports
Transferable general and qualifying skills (other skills related to -D .(employability and personal development raw materials for the mine Choosing sources of supply of -1 appropriate selection The importance of-2 Occasion mix Commodity selection Method-3 sources and the commodity buying and selling the performance of Evaluating -4 mix for production requirements Negotiating and contracting with purchasing sources -5

- the theical side -

Vocabulary details	the week
administration Production and operations Productivity. Basic functions To manage Processes And her relationship In other departments	1
Organizational Chart To manage operations	2
Operations strategy, management Operations And the systems productivity, effective efficiency -approach	3
study Feasibility Economics of the project, basic considerations in evaluating the industrial project	4
project and the factors Choosing the location of the industrial affecting it	5
Determine the production capacity of the industrial project	6
Financial calendar for the industrial project	7
Methods and means of production, internal arrangement of the factory and its buildings	8

arket and commodityStudy of the m	9
Forecasting demand using statistical methods	11,10
Production planning, linear programming and production planning	12
Transportation and material handling- transportation solve management in industrial facilities, methods used to transportation problems	14,13
Customize Resources, methods used in Solution Personalization issues	15

-side The practical-

Vocabulary details	the week
Practical cases about the organization of operations management and its relationship departments With The other	1
measuring productivity, efficiency and -Systems approach (effectiveness (practical applications	2
which do not take the -feasibility criteria -Economic feasibility (ionssecurity value of influence into account (mathematical applicat	3
Standards that take the time value of leverage into account (mathematical applications)	4
Choosing an industrial project site(practical mathematical (applications	6,5
to set levels Energy- how Calculation energy (Practical applications)	8,7
Addressing the state of production imbalance in the functional (division of the factory (practical applications	9
Processor And cases non Balance Productivity in Evaluation The peaceful For the factory (mathematical application)	10
t and the commodity/practical cases in predicting Study of the marke production and sales	12,11
Linear programming (practical applications in how to formulate a (mathematical model	13
plan programming of Applications in the graphic style	14
Solving transportation problems, formulating the transportation matrix. and sports - rocks And using the method of jumping on practical applications	15,

Ethics of the Profession

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. - Educational institution	Northern Technical University - Technical Institute KIRKUK
2. Scientific department / 2center	Materials Management Techniques Department
3. Course name/code	Ethics of the Profession
4. Available attendance forms	My presence
5. Semester/year	Second year
6. Number of study hours (total)	30
7. Date this description was prepared	--20244_2
8. Course objectives	
engineering The engineering ethics curriculum aims to introduce the student to the skills of ethics , the field of applied ethics, and a system of ethical principles that apply to the practice of engineering. This field deals with the obligations of the engineer towards society, ic discipline, it is closely related to towards his clients and his profession, and as a scientif many topics such as the philosophy of science, the philosophy of engineering and the ethics .of technology	

11. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

objectives Cognitive -A

. engineering ethics Study basics of the year The student learns during -A1
of the most Enabling the student to know the main principles -A2
their sources and types, and , prominent ethics of the engineering profession
.their purpose the mechanisms used for
Enabling the student to know all the basics that he uses in the -A3
subject scientific

. skills specific -Course Objectives - B

Enable students to become familiar with the basic information necessary to - B1
be free from all violations
Their knowledge of the most important ethics and instilling a sense of - B2
.responsibility towards their individual rights and public interests

Teaching and learning methods

- ✓ The teacher prepares lectures on the subject in electronic form and .them to the students presents
- ✓ .The teacher delivers lectures in detail
- ✓ The teacher requests periodic reports and homework assignments on the .basic topics of the subject
- ✓ Recital methods and lectures
- ✓ Dialogical methods
- ✓ Use of projectors

Evaluation methods

- 7- Daily discussion to determine the students' understanding of the material and evaluate (daily post) .the daily contributions
- 8- Daily exams with various short scientific questions to understand the extent of their .the material of understanding
- 9- .tion of each chapter's grade to homework assignmentsGiving a por
- 10-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams

Emotional and value goals -C

Enables students to identify the values, trends, and patterns of behavior that
. elevate professional ethics and work to adhere to them
Urging the student to understand the purpose of studying the subject in -C1
.general
bout how to develop himself in the field of Urging the student to think a -2 C
.specialization
Make the student capable of dealing with the calculator and how to use the - C4
. programs in accordance with the systems and rules of ethics of his profession

Teaching and learning methods

5- Giving lectures 6- Discussions 7- (Using modern means (calculators and the Internet
Evaluation methods
learning-E -1 -2 Cooperative or group education Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

12. Course structure					
Chapter one					
Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
tests + class discussion	Theoretical lectures	Ethics –Unit (1) The concept of and its morality . origin General rules of . ethics Sources of ethics. Moral values. The importance of morals for the And individual .society	The student understood the topic	4	2 - 1
class + tests discussion	Theoretical lectures	Work and –Unit (2) profession Work and its .importance .Work behaviors .Concept of profession Definition of .profession The difference between the concept of work , .profession and craft Standards upon which the profession must be .based	The student understood the topic	2	3
tests + class discussion	Theoretical lectures	Professional –Unit (3) Ethics	The student understood the topic	2	4

		What is professional ?ethics outcomes of Positive adherence to .professional ethics Characteristics of .work ethics Characteristics of .professional ethics Steps for the acceptable level of .professional ethics			
tests + class discussion	Theoretical lectures	Values and -Unit (4) professional ethics .honesty .Honesty .Advice .Justice .good behaviour . perfection work	The student understood the topic	4	6-5
tests + class discussion	Theoretical lectures	Patterns of -Unit (5) unethical behavior in the profession Administrative .corruption Unethical administrative .behavior Definition of administrative . corruption Types of administrative .corruption .Bribery .The concept of bribery .Types of bribery The difference between .a gift and a bribe The reasons and motives behind .bribery .Cheating The concept of .cheating The nature of fraud at .work Manifestations of fraud in job .performance	The student understood the topic	4	8-7
tests + class discussion	Theoretical lectures	Means and -Unit (6) methods of consolidating the values of professional ethics Method of establishing .professional ethics Levels of construction consolidation and Ethics . Occupation and methods of Means consolidation Ethics .Occupation Things that must be taken into	The student understood the topic	4	10 - 9

		consideration in formulating the ethical .code of the profession to promote ethical How behavior at work according to (Kreitner) . And .(enickiK			
tests + class discussion	Theoretical lectures	<p>Ethics of practicing engineering professions especially in technical) institutes of (technology Ethics of the -Unit (7) engineering profession</p> <p>The importance of .technology in society and technological . ethics Conditions for a technician professional . a Characteristics of professional technician . of the trade Items union regulations for practicing the .profession The Islamic view of ofession, ethics Pr compared to the Western and American outlook</p>	The student understood the topic	10	11-12-13- 14-15

13. Infrastructure	
(Professional ethics book (methodological	Required prescribed books -1
the field Providing specialists in	Laboratories and equipment-2

Course description form

Planning and inventory control

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description

Technical -Northern Technical University Institute Kirdkuz	14. Educational institution
22. Course outcomes and teaching, learning and evaluation methods Materials management techniques	15. Scientific department/center
Cognitive objectives -A Plan 7- inventory control in various institutions The importance of planning and My f 8- Organizing the process of managing, planning and storing the product 9- Preparing reports on how to plan the material storage process First year . Organizing production and product planning documents	
75	16. Semester/year
2024-4-2	19. Number of study (hours (total
21. Course objectives	20. Date this description was prepared
Producing the student to the basic concepts of storage control and enabling him to e scientific methods to control storage	

of the course The skills objectives -B 7- , production Providing the student with the skill in how to plan manufacturing and storage operations 8- Giving the student the skill to use a calculator in his field of specialization 9- strategy Material planning and storage Preparing reports in the field The importance of controlling storage	Teaching and learning methods
--	--------------------------------------

3- Theoretical lectures
Evaluation methods
11- Theoretical test 12- Duties 13- Reports
Emotional and value goals -C confidence-self Increasing the student's -1 Managing time and not wasting it -2 Increase the spirit of competition -3
Teaching and learning methods
8- Giving lectures 9- (Using modern means (calculators and the Internet
Evaluation methods
7- Theoretical test 8- Duties 9- Reports
Transferable general and qualifying skills (other skills related to - D .(employability and personal development modern methods in the process of storing materials Choosing -1 appropriate selection The importance of-2 Occasion mix Commodity selection Method-3 Correct storage methods evaluation Performance -4

Weekly hours			academic year
the total	practical	Theoretical	
5	3	2	the second
Name of the material in English		Name of the material in Arabic	Language of instruction
Planning storages & Monitoring		planning Inventory and control	Arabic

- the theoretical side -

Vocabulary details	the week
.The concept and importance of inventory	1
Material storage strategies	2
The concept and importance of controlling inventory	3
Storage costs	4
Methods Quantity in the control on Storage For cases Regular consumption	6,5
Economic order quantity system	8,7
Cost Annual quantity of inventory	9
Quality and storage systems	11,10
Quality and inspection costs	13
Storage levels	14
Controlling inventory for irregular consumption cases	15

-side The practical-

Vocabulary details	the week
Selected examples from private and mixed sector organizations to demonstrate the importance of inventory and its types	1
Selected examples of types of strategic storage	2
Practical cases illustrate the reality of controlling storage in Iraq	3
Practical cases on how to estimate demand for inventory	5,4
Practical cases To control inventory using the quantity system) Economic Order QuantityEOQ (8,7,6
Practical cases The cost calculation shows the annual amount of storage in Iraq	9
Practical cases of controlling storage for regular consumption cases using a system	11,10
quality and inspection in Practical cases and examples of the costs of Iraq and the world	12
Practical examples illustrating inventory levels	13
Practical examples of detailing between offers	14
Practical examples of using statistical distributions To control the storage	15

English language2

Course description

studied in order to help the student write and understand topics and skills related to English language must for how to write research and presentations ideas to the engineering field, in addition to developing.

23. teaching, learning and evaluation methods outcomes and Course

objectives Cognitive -A

- people Learn how to talk to
- Developing the skill of scientific knowledge of engineering topics
- Developing skills in using methods to prevent the theft of intellectual rights
- Actual participation in class and interaction with students

1.	Northern Technical University - Technical Institute_kirkuk
2. Educational institution	
3. department Scientific center/	Materials Management Techniques Department
4. name/code Course	English language2
5. Available attendance forms	My presence
6. Semester/year	Second Year
7. Number of study hours (total)	Northern Technical University - Technical Institute_kirkuk
8. Date this description was prepared	Materials Management Techniques Department
8.Course objectives	
<ul style="list-style-type: none">- and simple compositional pieces role is in teaching writing primary and prominent research related to the field of study- scientific research methods their skills in Teaching students to use	

- Developing students' skills by speaking and analyzing reading in books.

.the course of objectives skills The - B

- 1- people Learn how to talk to
- 2- Developing the skill of scientific knowledge of engineering topics.
- 3- Developing skills in using methods to prevent the theft of intellectual rights.
- 4- Actual participation in class and interaction with students.

Teaching and learning methods

- 4- and topics related to previous educational with the basics Providing students or lecture presentation outcomes through
- 2- by groups of students and share the solution with them examples Solve a group of
- 2- with student participation English Expand the discussion of speaking
- 4 and weekly tests Continuous daily surprise
- 5- from it To benefit websites Guiding the student to some.

Evaluation methods

- Evaluating students individually by giving them an opportunity to participate in the 1 questions the answer ...through classroom.
- 2- Evaluating students collectively through daily exams with practical and theoretical questions.
 - 2- Evaluating students collectively by giving class assignments such as writing reports or doing assignments.
 - 4 luate their general performance and monthly exams for students to eva permanent understanding of the subject.
- exams final - 5

Emotional and value goals -C

Observation and perception 1-C

4-Conclusion and evaluation C 3-Analysis and interpretation C 2-C

Preparation and evaluation

learning methods Teaching and

- Using modern means to present the scientific and theoretical aspect, such as .1Show Data devices to attract attention and attract students so that the idea reaches the , .student better
- . 2. them to exert writing skills Giving students class assignments that require
 - .3 how,) questions discussion sessions by asking thinking through students Questioning

.for specific topics (why, when, where, which 4. Linking the cognitive aspect to the student's stock of knowledge to develop speaking writing skills and
Evaluation methods
<ul style="list-style-type: none"> • Monthly exams • Daily exams • Duties • Regular attendance + daily participation

24. Course structure					
Chapter one					
Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
+ discussion Paper test	Theoretical lecture	and Numbers possessive pronouns	student The understood the lecture	2	1
+ discussion Paper test	Theoretical lecture	pronouns , Numbers and countries	The student understood the lecture	2	2
+ discussion Paper test	Theoretical lecture	Personal and general questions	The student understood the lecture	2	3
+ discussion Paper test	Theoretical lecture	The family and its members	The student understood the lecture	2	4
+ discussion Paper test	Theoretical lecture	Sports, food and drinks	The student understood the lecture	2	5
+ discussion Paper test	Theoretical lecture	Languages and nationalities	The student understood the lecture	2	6
+ discussion Paper test	Theoretical lecture	and hours days , Time	The student understood the lecture	2	7
+ discussion Paper test	Theoretical lecture	Simple present	The student understood the lecture	2	8
+ discussion Paper test	Theoretical lecture	The simple past, years years, and	The student understood the lecture	2	9
+ discussion Paper test	Theoretical lecture	and Questions sentence negation 12 English 3	The student understood the lecture	2	10
+ discussion Paper test	Theoretical lecture	and adverbs in English	The student understood the lecture	2	11

+ discussion Paper test	Theoretical lecture	And trends Signs around us	The student understood the lecture	2	12
+ discussion Paper test	Theoretical lecture	in the Admiration English language	The student understood the lecture	2	13
+ discussion Paper test	Theoretical lecture	exploration And Trips	The student understood the lecture	2	14
+ discussion Paper test	Theoretical lecture	problems Social	The student understood the lecture	2	15

25. Infrastructure

<ul style="list-style-type: none"> John & Liz Soars, “New Headway Plus Beginner Student's Book”, 10th ed 2014 	Required prescribed books -1
nothing	Laboratories and equipment-2

26. Course development plan

The course is always updated within the permitted percentage and by comparing the curriculum with prestigious international universities with international ranking a high

Course description form

Inventory systems

Course description

This course description provides a summary of the most important characteristics achieve, of the course and the learning outcomes that the student is expected to demonstrating whether he or she has made the most of the learning opportunities .available. It must be linked to the program description

1. Educational institution	Northern Technical University -
27. evaluation methods	Course outcomes and teaching, learning and
2. Scientific department/center	Materials management techniques
Cognitive objectives -A	
3. 10-	Managing and storing materials in various institutions
11-	Organizing the process of organizing materials
4. 10-	work Preparing reports in the field of Management Information Systems (MIS) characteristics, types of systems system components, system , The
5.	importance of systems
6. (Number of study hours (total	75
7. Date this description was prepared	-4-2024 2
8. Course objectives	
Introducing the student to the importance of applying material organizing systems and and large warehouses and how to use them production projects applied in software modern in material organizing operations, student with knowledge of how to use the providing and made technical applications in managing, planning and controlling material -ready .with the skills to work on such applications and providing him organizing operations	

.The skills objectives of the course -B

- 11- Providing the student with the skill in how to organize materials, manufacturing, storage and marketing processes**
- 12- a calculator in his field of Giving the student the skill to use specialization**
- 13- work Preparing reports in the field of Management Information Systems(MIS) system components, system characteristics, types of ,**

systems The importance of systems	
Teaching and learning methods	
5- lectures Theoretical	
Evaluation methods	
14-	Theoretical test
15-	Duties
16-	Reports
Emotional and value goals -C confidence-Increasing the student's self -1 Managing time and not wasting it -2 Increase the spirit of competition -3	
Teaching and learning methods	
10-	lectures Giving
11-	(Using modern means (calculators and the Internet
Evaluation methods	
10-	Theoretical test
11-	Duties
12-	Reports
Transferable general and qualifying skills (other skills related to -D .(employability and personal development Amin) and-Getting to know the relevant programs (AI -1Quick books formation -2 A T Preparation of Virtual company (or organization) electronically, company name, currency settings, lead regulator .(and other accounts , settings How -3 Preparing the chart of accounts guide , definition of the guide, the role of the accountant before entering accounts in the guide, types .of accounts, balances in the facility and supply materials organize How to -4 The importance of procedures -5 performing Organizer/ examination/ responsibility for examination/ procedures examination	

hours Weekly			academic year
the total	Practical	Theoretical	

5	3	2	the second
		Name of the material in Arabic	Language of instruction
Application of Storage Systems		Applications of material organizing systems	Arabic

- the theoretical side -

Vocabulary details	the week
Introduction to Management Information Systems(MIS) , system components, system characteristics, types of systems importance of systems The	2 – 1
Recognition Information systems, material organization and accounting	4 – 3
Amin) and-Getting to know the related programs (AlQuick books ,	5
Advantages of using the program, program work plan, steps for preparing the program	
formation Prepared Virtual company (or organization) electronically, company name, currency settings, material .(organizational settings, and other accounting	8 - 7 - 6
How Preparing the chart of accounts guide , definition of le of the accountant before entering the guide, the ro .accounts in the guide, types of accounts, balances	11 - 10 - 9 12
-Steps of the accounting cycleAccounting cycle	14 - 13
➤ the documents	
➤ Sales invoice	
➤ purchase invoicePurchase invoice	
➤ CashReceipt voucher	
➤ Cash payment voucher	
Methods used in organized material inventory, organized : systems material inventory	15
➤ Periodic inventory system	
➤ Continuous inventory system	

The practical side Vocabulary details	the week
Practical areas on the outcomes of management information systems(MIS). Systems types ,System components, system characteristics) (systems importance ,	2 - 1
Practical cases on structured information systems accounting and performance and (Amin-AI) Applying related programsQuick books, advantages of using the program, program work plan, steps the program for preparing	4 – 3 5
application Prepared The virtual company (or organization) s, electronically (company name, currency setting .(other accounts and , settings regulator performing	8 - 7 - 6
- the Chart of Accounts Guide Preparingchart of Account , definition of the guide, the role of the accountant before . balances ,of accounts types ,accounts in the guide entering	12 - 11 - 10 - 9
Applying the steps of the accountingcycle ➤ the documents ➤ Sales invoice ➤ Purchaseinvoice ➤ Cash receipt voucherCash Receipt voucher ➤ Cash payment voucherCash payment voucher : to lead Methods used in organized inventory that ➤ systems organized inventory Performing ➤ Periodic inventory system ➤ Continuous inventory system	14- 13 15

Course description form

human resources

description Course

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .available. It must be linked to the program description

Technical -Northern Technical University KIRKUKInstitute	28. Educational institution
Materials Management Techniques Department	29. Scientific department center /
human resources	30. Course name/code
My presence	31. Available attendance forms
Second Year	32. Semester/year
30	33. Number of study (total) hours
22024-4-	34. Date this description was prepared
35. Course objectives	
The human resources curriculum aims to introduce the student to the skills of human resources, the field of applied archiving, and the system of administrative principles that apply to management practice. This field deals with the administrator's obligations towards society, towards his clients and his profession, and as a scientific discipline it is closely linked to many topics such as the philosophy of science and management.	

36. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

A- Cognitive objectives A1- During the year, the student learns the basics of protocol management.

A2- Enabling the student to know the basic principles of the most prominent principles of protocol management, their sources and types, and the mechanisms used for their purpose.

A3- Enabling the student to know all the basics that he uses in human resources

. skills specific -Course Objectives - B

B1- Enabling students to learn the basic information necessary to manage ceremonies

B2- Their knowledge of the most important administrative tasks for managing ceremonies and instilling a sense of responsibility towards their individual rights and public interests.

Teaching and learning methods

- ✓ The teacher prepares lectures on the subject in electronic form and .the students presents them to
- ✓ .The teacher delivers lectures in detail
- ✓ The teacher requests periodic reports and homework assignments on the .basic topics of the subject
- ✓ Recital methods and lectures
- ✓ Dialogical methods
- ✓ Use of projectors

Evaluation methods

17- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions

18- Daily exams with various short scientific questions to understand the extent of their

.the material of understanding 19- .tion of each chapter's grade to homework assignments Giving a por 20-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams	
Emotional and value goals -C Urging the student to understand the purpose of studying the subject in -C1 .general Urging the student to think about how to develop himself in the field of -2 C .specialization Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession	
Teaching and learning methods	
12- Giving lectures 13- Discussions 14- (Using modern means (calculators and the Internet	
Evaluation methods	
learning-E -1 -2 education Cooperative or group Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5	

Academic vocabulary

Number of weekly hours				acade mic year The second	إدارة الموارد البشرية	In the arabic language	Subj ect Nam e
numbe r of units	the total	pract ical	theor etical		Human Resource Management	In English	
5	5	3	2		Arabic	Teaching language for the subject	

Objectives of the article:

General objective: To familiarize the student with the importance of human resources management, its main and auxiliary functions, and its role in the success of the organization and attracting and retaining qualified individuals to fill jobs.

Special objective: organizing human resources within the department

Weekly vocabulary details
The first and second: Introduction to human resources management: stages of development, importance, concept, goals, defining its main and subsidiary functions.
The third is the obstacles and challenges facing human resources management
The fourth and fifth are centralization and decentralization in human resources management, the position of this department in the organizational structure of the organization, and the skills possessed by human resources department managers.
Sixth and seventh: Planning human resource requirements: concept and importance, who carries out the planning process, stages of planning requirements, methods for estimating the demand for human resources, methods for analyzing the supply of them, and how to deal with surplus or deficit in the workforce..
Eighth and ninth: Job analysis and description: the concept and steps of job analysis, the objectives of the analysis, the concept and methods of job design, the concept and importance of job descriptions..
Tenth and eleventh: Recruitment, selection and appointment of human resources: the concept and importance of recruitment and selection, sources of recruitment, steps of the selection process, the concept of appointment.
The second, third, and fourteenth: Designing the wages and salaries system: the concept of wages or salary, types of wages, the importance of wage systems, wage systems, steps for designing the wage system.
The fifth,: Evaluation of human resources performance: the concept of performance evaluation and its importance, success and failure of performance evaluation systems, methods of performance evaluation, management and implementation of evaluation results.

Course description form

Inventory accounting

description Course

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the available. It must be linked to the program description

Technical -Northern Technical University Institute_ KIRKUK	37. Educational institution
Materials management techniques	38. Scientific department / center
Inventory accounting	39. Course name/code
My presence	40. Available attendance forms
The first /year	41. Semester/year
75	42. Number of study hours (total)
2024-4-2	43. Date this description was prepared
44. Course objectives	
The general goal of teaching the subject: Study specialized Inventory accounting methods in their applied fields to control the movement of materials within warehouses in terms of quantity and value and provide the necessary information for inventory planning.	

45. outcomes and teaching, learning and evaluation methods Course

A- Cognitive objectives A- Amazing inspiration

A1- During the study, the student learns the principles and foundations of Inventory accounting.

A2- The basics of the student's knowledge of alternatives to the most prominent Inventory accounting principles, their sources, types, and the machines used in them.

A3- That the student understands all the basics that you use in the scientific subject

The nature of Inventory accounting - the objectives of Inventory accounting - the general Inventory accounting rules and foundations for the branches of Inventory accounting and their relationship to other branches - the Inventory accounting period - the Inventory accounting cycle - general principles of Inventory accounting

Teaching and learning methods

- ✓ teacher prepares lectures on the subject in electronic form and The .presents them to the students
- ✓ .The teacher delivers lectures in detail
- ✓ The teacher requests periodic reports and homework assignments on the .basic topics of the subject
- ✓ lectures Recital methods and
- ✓ Dialogical methods
- ✓ Use of projectors

Evaluation methods

- 21- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions**
- 22- Daily exams with various short scientific questions to understand the extent of their .the material of understanding**
- 23- .Giving a portion of each chapter's grade to homework assignments**
- 24-) . amDaily exams (kozat) and monthly exams for the curriculum and the final ex ((final exams (end of semester + Monthly exams**

Emotional and value goals -C

It can separate line prices and types of Inventory accounting principles

C1- Urging the student to fully invest in the goal of studying the general subject. C2- Urging the student to think about how .develop himself in the field of specialization

Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession

learning methods Teaching and

- 15- Giving lectures**
- 16- Discussions**
- 17- (Using modern means (calculators and the Internet**

Evaluation methods
learning-E -1 -2 Cooperative or group education Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

Course description form

English language2

Course description

studied in order to help the student write and understand topics and skills related be English language must for how to write research and presentations ideas to the engineering field, in addition to developing.

46. outcomes and teaching, learning and evaluation methods Course	
objectives Cognitive -A <ul style="list-style-type: none"> • people Learn how to talk to • Developing the skill of scientific knowledge of engineering topics • Developing skills in using methods to prevent the theft of intellectual rights • Actual participation in class and interaction with students. 	
Technical -Northern Technical University Institute_ kirkuk	47. Educational institution
Materials Management Techniques Department	48. department Scientific center/
language2 English	49. Course name/code
My presence	50. Available attendance forms
Second Year	51. Semester/year
30	52. Number of study (total) hours
2/4/2024	53. Date this description was prepared

54. Course objectives

- simple and compositional pieces role is in teaching writing primary and prominent research related to the field of study
- scientific research methods their skills in Teaching students to use
- Developing students' skills by speaking and analyzing reading in books.

.the course of objectives skills The - B

- 5- people Learn how to talk to
- 6- Developing the skill of scientific knowledge of engineering topics.
- 7- Developing skills in using methods to prevent the theft of intellectual rights.
- 8- Actual participation in class and interaction with students.

Teaching and learning methods

- 6- and topics related to previous educational with the basics Providing students or lecture presentation outcomes through
- 2- by groups of students and share the solution with them examples Solve a group of
- 2- student participation with English Expand the discussion of speaking
- 4 and weekly tests Continuous daily surprise
- 5- from it To benefit websites Guiding the student to some.

Evaluation methods

- Evaluating students individually by giving them an opportunity to participate in the 1 questions the answer ...through classroom.
- 2- Evaluating students collectively through daily exams with practical and theoretical questions.
- 2- Evaluating students collectively by giving class assignments such as writing reports or doing assignments.
- 4 monthly exams for students to evaluate their general performance and permanent understanding of the subject.
- exams final - 5

Emotional and value goals -C

- Observation and perception 1-C
- 4-Conclusion and evaluation C 3-Analysis and interpretation C 2-C
- Preparation and evaluation

Teaching and learning methods

- Using modern means to present the scientific and theoretical aspect, such as .1Show Data devices to attract attention and attract students so that the idea reaches the , .student better
- . 2. Giving students class assignments that require them to exert writing skills
- .3 how,) questions discussion sessions by asking thinking through students Questioning

.for specific topics (why, when, where, which 4. t's stock of knowledge to develop speaking Linking the cognitive aspect to the student and writing skills
Evaluation methods
<ul style="list-style-type: none"> • Monthly exams • Daily exams • Duties • Regular attendance + daily participation

55. Course structure					
Chapter one					
Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
+ discussion Paper test	Theoretical lecture	and Numbers possessive pronouns	The student understood the lecture	2	1
+ discussion Paper test	Theoretical lecture	pronouns , Numbers and countries	The student understood the lecture	2	2
+ discussion Paper test	Theoretical lecture	Personal and general questions	The student understood the lecture	2	3
+ discussion Paper test	Theoretical lecture	The family and its members	The student understood the lecture	2	4
+ discussion Paper test	Theoretical lecture	Sports, food and drinks	The student understood the lecture	2	5
+ discussion Paper test	Theoretical lecture	Languages and nationalities	The student understood the lecture	2	6
+ discussion Paper test	Theoretical lecture	and hours days , Time	The student understood the lecture	2	7
+ discussion Paper test	Theoretical lecture	Simple present	The student understood the lecture	2	8
+ discussion Paper test	Theoretical lecture	The simple past, years years, and	The student understood the lecture	2	9
+ discussion Paper test	Theoretical lecture	and Questions sentence negation 12 English 3	The student understood the lecture	2	10
+ discussion test Paper	Theoretical lecture	and adverbs in English	The student understood the lecture	2	11

+ discussion Paper test	Theoretical lecture	And trends Signs around us	The student understood the lecture	2	12
+ discussion Paper test	Theoretical lecture	in the Admiration English language	The student understood the lecture	2	13
+ discussion Paper test	Theoretical lecture	And exploration Trips	The student understood the lecture	2	14
+ discussion Paper test	Theoretical lecture	problems Social	The student understood the lecture	2	15

56. Infrastructure

<ul style="list-style-type: none"> John & Liz Soars, “New Headway Plus Beginner Student's Book”, 10th ed 2014 	Required prescribed books -1
nothing	Laboratories and equipment-2

57. Course development plan

The course is always updated within the permitted percentage and by comparing the curriculum with prestigious international universities with a high international ranking

academic year	Weekly hours		
	Theoretical	Practical	the total
the second	2	3	5
Language of instruction	Subject Name		
Arabic	Storage Inventory accounting		

The general goal of teaching the subject:

Study specialized Inventory accounting methods in their applied fields to control the movement of materials within warehouses in terms of quantity and value and provide the necessary information for inventory planning.

– The theoretical side -

The week	Vocabulary details
1	Basic concepts in warehouse Inventory accounting / procedures for warehouse accounts in controlling warehouse materials /

	the relationship of warehouse accounts with other departments in the organization (they can be replaced with forms or drawings whose purpose is to simplify and facilitate (information while preserving its general content
2	Procurement cycle and purchasing procedures / local purchases / Inventory accounting treatment for local purchases
3	External purchases (documentary credit)/definition of documentary credits/Inventory accounting treatment of documentary credits/general conditions for documentary credits/obligations/and responsibilities resulting from the emergence of the credit
4	Documents related to credits (insurance documents - shipping documents - commercial lists - other documents) / practical procedures for opening credit / credit insurances and expenses .for opening credit, insurance fees for credit
5	Correspondents' currencies, telegram and telex fees, credit extension expenses, guarantee fees, and interest/closing a documentary credit/closing goods by way of shipment
6	Goods received in an incorrect condition / damaged / lost / units violating specifications / parties responsible for damage, loss and violating specifications / Inventory accounting treatment for damage, loss and units
7	Inventory accounting treatment for units that violate specifications
8	Common expenses/purchase commission/exchange ,commission/postage expenses And telephone / insurance expenses / customs duties / flooring .expenses / transportation expenses
9	Distribution of common expenses
10	Inventory documents and records / warehouse receipt documents / warehouse issue document / materials return document / materials transfer document / warehouse record / warehouse ledger record
11	Outgoing inventory materials/methods for pricing outgoing materials/pricing based on actual cost, first-in, first-out method
12	Last in, first out method
13	Simple rate method
14	Weighted average method
15	Pricing method based on estimated cost/comparison between inventory Inventory accounting systems in business organizations

The practical side

The week	Vocabulary details
1	Practical cases about purchasing procedures and local procurement
2	Practical cases about foreign purchases/documentary credits/documents and documents related to documentary credits
3	Procedures for opening and closing documentary credits in practice, with practical cases on how to calculate the expenses .associated with that
4	Practical cases on the Inventory accounting treatment of damage and loss
5	Practical cases of Inventory accounting treatment for a unit that violates specifications
6	Practical cases on how to calculate and distribute the combined expenses for several materials and one shipment
7	Practical cases of distributing joint expenses for several materials and shipments
8	Practical examples of warehouse documents and records
9	Practical cases of the method of pricing materials based on the actual cost
10	Practical cases of pricing issued materials using the first-in, first-out method and the last-in, first-out method
11	Practical cases of pricing issued materials using the simple rate and weighted rate method
12	Practical cases of pricing issued materials using the administrative price method Receipt, upon issuance
13	Practical cases on methods of pricing returned materials and their Inventory accounting treatment
14	Practical cases on how to deal with inventory differences Inventory accounting
15	Training on how to estimate consumed and damaged materials to the warehouses and process them Inventory accounting/Training on how to determine the inventory (turnover rate (raw materials, finished goods

Course description form

Computer2

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is achieve, demonstrating whether he or she has made the most expected to of the learning opportunities available. It must be linked to the program .description

Technical -Northern Technical University Institute KRKUK	58.Educational institution
Technical Department of Materials Management	59. department Scientific center/
Computer2-NTU201	60. Course name/code
My presence	61. Available attendance forms
Second Year	62. Semester/year
30	63. Number of study hours (total)
2024-4-2	64. Date this description was prepared
65. Course objectives	
1- .Getting to know Excel 2- .Identify the types of menus in the program 3- .Learn about drawing charts	

66. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

to modern programs Preparing the student to familiarize himself with -A1
keep pace with scientific development in this field
and at the world electronic Instilling good morals in dealing with the -A2
same time how to maintain privacy
the Excel program and its most important the student to Introducing -A3
components and applications

.the course of objectives skills The - B

Being able to use the program correctly

Teaching and learning methods

- 1- lecture
- 2- Interrogation
- 3- Use a smart board and projector

Evaluation methods

- discussion during the lecture -assignments -daily exams -Monthly exams
evaluation of the work team, either by writing a report or practical application on the
.calculator

Emotional and value goals -C

information world Creating a generation open to the - C1
Building a generation capable of keeping up with modern life and its -C2
electronic requirements

Teaching and learning methods

Continuous application using the computer and its programs and doing daily
.signments on the computertests, homework and practical as

Evaluation methods

Students' assignments are evaluated by giving additional grades for monthly and
daily exam grades

67. Course structure

Chapter one					
Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
Theoretical + test practical test	Theoretical + lecture practical lecture	Introduction to Excel 2010	Get to know the program	3	1
Theoretical + test practical test	Theoretical + lecture practical lecture	File menu commands	Learn about menu commands	3	2
Theoretical + test practical test	Theoretical + lecture practical lecture	Home menu commands	Learn about menu commands	9	5-4-3
Theoretical + test practical test	Theoretical + lecture practical lecture	Insert menu commands	Learn about menu commands	6	7-6
Theoretical + test practical test	Theoretical + lecture practical lecture	layout menu commands	Learn about menu commands	6	9-8
Theoretical + test practical test	Theoretical + lecture practical lecture	charts	Learn about menu commands	3	10
Theoretical + test practical test	Theoretical + lecture practical lecture	Formulas menu commands	Learn about menu commands	6	12-11
Theoretical + test practical test	Theoretical + lecture practical lecture	Data menu commands	Learn about menu commands	3	13
Theoretical + test practical test	Theoretical + lecture practical lecture	Review and display commands) And view (Learn about menu commands	6	15-14
69. Course development plan					

68. Infrastructure	
of the Ministry of Higher Methodical book Education, Part 2 For the second stage	Required prescribed books -1
Providing advanced computer laboratories and display equipment	Laboratories and equipment-2

Always updating the course within the permitted percentage and by comparing the established international universities with-curriculum with well developing the laboratory, and increasing practical , a high international ranking .vocabulary

Course description form

human resources

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. Educational institution	-Northern Technical University Technical KIRKUKInstitute
2. Scientific department / center	Materials Management Techniques Department
3. Course name/code	human resources
4. Available attendance forms	My presence
5. Semester/year	Second Year
6. Number of study hours (total)	30
7. Date this description was prepared	22024-4-
8. Course objectives	
The human resources curriculum aims to introduce the student to the skills of human resources, the field of applied archiving, and the system of administrative principles that apply to management practice. This field deals with the administrator's obligations towards society, towards his clients and his profession, and as a scientific discipline it is closely linked to many topics such as the philosophy of science and management.	

70. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

A- Cognitive objectives A1- During the year, the student learns the basics of protocol management.

A2- Enabling the student to know the basic principles of the most prominent principles of protocol management, their sources and types, and the mechanisms used for their purpose.

A3- Enabling the student to know all the basics that he uses in human resources

. skills specific -Course Objectives - B

B1- Enabling students to learn the basic information necessary to manage ceremonies

B2- Their knowledge of the most important administrative tasks for managing ceremonies and instilling a sense of responsibility towards their individual rights and public interests.

Teaching and learning methods

- ✓ The teacher prepares lectures on the subject in electronic form and .presents them to the students
- ✓ .The teacher delivers lectures in detail
- ✓ teacher requests periodic reports and homework assignments on the The .basic topics of the subject
- ✓ Recital methods and lectures
- ✓ Dialogical methods
- ✓ Use of projectors

Evaluation methods

25- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions

26- Daily exams with various short scientific questions to understand the extent of their

.the material of understanding 27- .portion of each chapter's grade to homework assignments Giving a 28-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams	
Emotional and value goals -C Urging the student to understand the purpose of studying the subject in -C1 .general Urging the student to think about how to develop himself in the field of -2 C .specialization Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession	
Teaching and learning methods	
18- Giving lectures 19- Discussions 20- (Using modern means (calculators and the Internet	
Evaluation methods	
learning-E -1 -2 education Cooperative or group Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5	

Academic vocabulary

Number of weekly hours				acade mic year The second	إدارة الموارد البشرية	In the arabic language	Subj ect Nam e
numbe r of units	the total	pract ical	theor etical		Human Resource Management	In English	
5	5	3	2		Arabic	Teaching language for the subject	

Objectives of the article:

General objective: To familiarize the student with the importance of human resources management, its main and auxiliary functions, and its role in the success of the organization and attracting and retaining qualified individuals to fill jobs.

Special objective: organizing human resources within the department

Weekly vocabulary details
The first and second: Introduction to human resources management: stages of development, importance, concept, goals, defining its main and subsidiary functions.
The third is the obstacles and challenges facing human resources management
The fourth and fifth are centralization and decentralization in human resources management, the position of this department in the organizational structure of the organization, and the skills possessed by human resources department managers.
Sixth and seventh: Planning human resource requirements: concept and importance, who carries out the planning process, stages of planning requirements, methods for estimating the demand for human resources, methods for analyzing the supply of them, and how to deal with surplus or deficit in the workforce..
Eighth and ninth: Job analysis and description: the concept and steps of job analysis, the objectives of the analysis, the concept and methods of job design, the concept and importance of job descriptions..
Tenth and eleventh: Recruitment, selection and appointment of human resources: the concept and importance of recruitment and selection, sources of recruitment, steps of the selection process, the concept of appointment.
The second, third, and fourteenth: Designing the wages and salaries system: the concept of wages or salary, types of wages, the importance of wage systems, wage systems, steps for designing the wage system.
The fifth,: Evaluation of human resources performance: the concept of performance evaluation and its importance, success and failure of performance evaluation systems, methods of performance evaluation, management and implementation of evaluation results.

Course description form

Arabic language 2

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. Educational institution	Northern Technical University - Technical Institute_ kirkuk
2. Scientific department / center	Materials Management Techniques Department
3. Course name/code	Arabic language2-NTU202
4. Available attendance forms	My presence
5. Semester/year	Second year/
6. Number of study hours (total)	30
7. Date this description was prepared	-4-20242
8. Course objectives	
Definition and introduction to the Arabic language and the stages of its formation, and familiarizing students with the basics and parts of the Arabic language	

71. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

- 1- Knowledge and understanding
- 2- techniques Learn correct writing
- 3- Review previous article
- 4- Allow room for discussion to determine the extent of understanding

Evaluation methods

Short exams-1
Monthly exams-2

72. Course structure

Chapter one

1- with practice and knowledge questions present to How

Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
paper Short test	Theoretical + lecture	Introduction to the -linguistic errors	The student understood the lecture	6	1
paper Short test	Theoretical + lecture discussion	marfu' ta', the long education	The student understood the lecture	6	2
paper Short test	Theoretical + lecture discussion	Rules for writing extended and short solar and lunar -alifs letters	The student understood the lecture	3	3
paper Short test	Theoretical + lecture discussion	eshaad and Dhaa	The student understood the lecture	6	4
paper Short test	Theoretical + lecture discussion	the hamza Writing	The student understood the lecture	3	5
paper Short test	Theoretical + lecture discussion	punctuation marks	The student understood the lecture	6	6
paper Short test	Theoretical + lecture discussion	spirit al-C	The student understood the lecture	3	7
paper Short test	Theoretical + lecture discussion	thics of the education	The student understood the lecture	6	8
paper Short test	Theoretical + lecture discussion	The student self-evaluation 4-C	The student understood the lecture	3	9
paper Short test	Theoretical + lecture discussion	Effects	The student understood the lecture	3	10
paper Short test	Theoretical + lecture discussion	The number	The student understood the lecture	3	11
paper Short test	Theoretical + lecture discussion	Applications of common linguistic errors	The student understood the lecture	3	12
paper Short test	Theoretical + lecture	-Noun and Tanween meanings of	The student understood the	3	13

	discussion	prepositions	lecture		
paper Short test	Theoretical + lecture discussion	Formal aspects of administrative discourse	The student understood the lecture		12
paper Short test	Theoretical + lecture discussion	The language of administrative discourse	The student understood the lecture		14-13
paper Short test	Theoretical + lecture discussion	Examples of administrative correspondence	The student understood the lecture		15

73. Infrastructure

(Required Arabic language (methodological	Required prescribed books -1
nothing	Laboratories and equipment-2

74. Course development plan

The course is always updated within the permitted percentage and by comparing the curriculum with prestigious international universities with a high international ranking

Branch: **Course description form**

Sports

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

Technical -Northern Technical University KIRKUKInstitute	75. Educational institution
Materials Management Techniques Department	76. Scientific department center /
Sports	77. Course name/code
My presence	78. Available attendance forms
First year first semester /	79. Semester/year
30	80. Number of study (total) hours
22024-4-	81. Date this description was prepared
82. Course objectives	
The Sports curriculum aims to introduce the student to the skills of Sports, the field of applied archiving, and the system of administrative principles that apply to management practice. This field deals with the administrator's obligations towards society, towards his clients and his profession, and as a scientific discipline it is closely linked to many topics such as the philosophy of science and management.	

83. outcomes and teaching, learning and evaluation methods Course	
objectives Cognitive -A	
<p>A- Cognitive objectives A1- During the year, the student learns the basics of protocol management.</p> <p>A2- Enabling the student to know the basic principles of the most prominent principles of protocol management, their sources and types, and the mechanisms used for their purpose.</p> <p>A3- Enabling the student to know all the basics that he uses in Sports</p>	
. skills specific -Course Objectives - B	
<p>B1- Enabling students to learn the basic information necessary to manage Sports</p> <p>B2- Their knowledge of the most important administrative tasks for managing ceremonies and instilling a sense of responsibility towards their individual rights and public interests.</p>	
Teaching and learning methods	
<ul style="list-style-type: none"> ✓ The teacher prepares lectures on the subject in electronic form and .presents them to the students ✓ .The teacher delivers lectures in detail ✓ requests periodic reports and homework assignments on the The teacher .basic topics of the subject ✓ Recital methods and lectures ✓ Dialogical methods ✓ Use of projectors 	
Evaluation methods	
<p>30- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions</p> <p>31- Daily exams with various short scientific questions to understand the extent of their .the material of understanding</p> <p>32- .tion of each chapter's grade to homework assignmentsGiving a por</p> <p>33-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams</p>	
Emotional and value goals -C	
<p>Urging the student to understand the purpose of studying the subject in -C1 .general</p> <p>Urging the student to think about how to develop himself in the field of -2 C .specialization</p> <p>Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession</p>	
Teaching and learning methods	
<p>24- Giving lectures</p> <p>25- Discussions</p>	

26- (Using modern means (calculators and the Internet
Evaluation methods
learning-E -1 -2 education Cooperative or group Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

Academic vocabulary

Number of weekly hours				academic year The first	الرياضه	In the arabic language	Subject Name
number of units	the total	practical	theoretical		Sports	In English	
2	2	1	1		Arabic	Teaching language for the subject	

General goal: For the student to be able to identify the most important types of sports and what are the laws and skills specific to some sports

Specific objective: The student will be able to:

- Identifying the motor mechanism of the human body and what are the common injuries that occur in the human body
- Applying basic skills to some individual and group games.
- Identifying the most important sports legislation and laws and how to manage sports tournaments and competitions

Weekly vocabulary details
The first is sports: its definition, importance and types
The second is the mechanism of movement of the human body
The third is common sports injuries
Fourth, basic basketball skills
Fifth international law of the game of basketball
Thirteenth basic football skills
Fourteenth: Managing sports competitions and competitions
Fifteenth: Sports laws and legislation
Thirteenth basic football skills
Fourteenth: Managing sports competitions and competitions
Fifteenth: Sports laws and legislation

Course description form

Arabic language 2

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

Technical -Northern Technical University Institute_ kirkuk	84. Educational institution
Materials Management Techniques Department	85. Scientific department / center
Arabic language2-NTU202	86. Course name/code
My presence	87. Available attendance forms
/Second year	88. Semester/year
30	89. Number of study hours (total)
2024-4-2	90. Date this description was prepared
91. Course objectives	
Definition and introduction to the Arabic language and the stages of its formation, and familiarizing students with the basics and parts of the Arabic language	

92. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

- 5- Knowledge and understanding
- 6- techniques Learn correct writing
- 7- Review previous article
- 8- Allow room for discussion to determine the extent of understanding

Evaluation methods

- Short exams-1
- Monthly exams-2

93. Course structure

Chapter one

5- with practice and knowledge questions present to How

Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
paper Short test	Theoretical + lecture	Introduction to the -linguistic errors	The student understood the lecture	6	1
11-Learning	discussion	marfu' ta', the long education			
12-Cooperative	or group	education			
paper Short test	Theoretical + lecture	Rules for writing	The student understood the lecture	6	2
discussion	show to display the lectu	extended and short			
Evaluation methods		solar and lunar -alifs letters			
paper Short test	Theoretical + lecture	eshaad and Dhaa	The student understood the lecture	3	3
discussion		minate a student to learn			
paper Short test	Theoretical + lecture	the hamza Writing	The student understood the lecture	6	4
discussion		e goals -C			
paper Short test	Theoretical + lecture	punctuation marks	The student understood the lecture	3	5
discussion		thics of the education			
paper Short test	Theoretical + lecture	The student self	The student understood the lecture	6	6
discussion		and the difference			
paper Short test	Theoretical + lecture	Effects	The student understood the lecture	3	7
discussion		eaching and			
paper Short test	Theoretical + lecture	The number	The student understood the lecture	3	8
discussion		ns (calculators and the			
paper Short test	Theoretical + lecture	Applications of	The student understood the lecture		10-9
discussion		common linguistic errors			
paper Short test	Theoretical + lecture	-Noun and Tanween meanings of	The student understood the		11

	discussion	prepositions	lecture		
paper Short test	Theoretical + lecture discussion	Formal aspects of administrative discourse	The student understood the lecture		12
paper Short test	Theoretical + lecture discussion	The language of administrative discourse	The student understood the lecture		14-13
paper Short test	Theoretical + lecture discussion	Examples of administrative correspondence	The student understood the lecture		15

94. Infrastructure

(Required Arabic language (methodological	Required prescribed books -1
nothing	Laboratories and equipment-2

95. Course development plan

The course is always updated within the permitted percentage and by comparing the curriculum with prestigious international universities with a high international ranking

description form Course

Arabic language 2

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

Technical -Northern Technical University Institute_ kirkuk	96. Educational institution
Materials Management Techniques Department	97. Scientific department / center
Arabic language2-NTU202	98. Course name/code
My presence	99. Available attendance forms
/Second year	100. Semester/year
30	101. Number of study (total) hours
2024-4-2	102. Date this description was prepared
103. Course objectives	
Definition and introduction to the Arabic language and the stages of its formation, and familiarizing students with the basics and parts of the Arabic language	

104. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

- 9- Knowledge and understanding
- 10- techniques Learn correct writing
- 11- Review previous article
- 12- Allow room for discussion to determine the extent of understanding

Evaluation methods

Short exams-1

Monthly exams-2

skills specific -Course Objectives - B

105.Course structure

with practice and knowledge questions present to know

Chapter one

11- Tighten the recipient to ensure no absence

12- the end of the lecture Exam after

Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
15-Learning-E					
16-Cooperative or group education					
paper Short test	Theoretical + lecture discussion	Introduction to the linguistic errors marfu' ta', the long ta', and the open ta'	The student understood the lecture	6	1
Evaluation methods					
paper Short test	Theoretical + lecture discussion	Writing Rules for extended and short solar and lunar califs letters	The student understood the lecture	6	2
paper Short test	Theoretical + lecture discussion	Dhaad and Dhaa	The student understood the lecture	3	3
paper Short test	Theoretical + lecture discussion	Writing the hamza	The student understood the lecture	6	4
paper Short test	Theoretical + lecture discussion	punctuation marks	The student understood the lecture	3	5
paper Short test	Theoretical + lecture discussion	eaching and	The student understood the lecture	6	6
30- Giving	Theoretical + lecture discussion	Effects	The student understood the lecture	3	7
paper Short test	Theoretical + lecture discussion	ns (calculators and the	The student understood the lecture	3	8
paper Short test	Theoretical + lecture discussion	The number	The student understood the lecture	3	8

paper Short test	Theoretical + lecture discussion	Applications of common linguistic errors	The student understood the lecture		10-9
paper Short test	Theoretical + lecture discussion	-Noun and Tanween meanings of prepositions	The student understood the lecture		11
paper Short test	Theoretical + lecture discussion	Formal aspects of administrative discourse	The student understood the lecture		12
paper Short test	Theoretical + lecture discussion	The language of administrative discourse	The student understood the lecture		14-13
paper Short test	Theoretical + lecture discussion	Examples of administrative correspondence	The student understood the lecture		15

106.Infrastructure	
(Required Arabic language (methodological	Required prescribed books -1
nothing	Laboratories and equipment-2

107.Course development plan
The course is always updated within the permitted percentage and by comparing the curriculum with prestigious international universities with a high international ranking

description form Course

Resources management

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

Technical -Northern Technical University Institute_ KIRKUK	108. Educational institution
Materials management techniques	109. Scientific department center /
Resources management	110. Course name/code
My presence	111. attendance Available forms
The first /year	112. Semester/year
75	113. Number of study (total) hours
2024-4-2	114. Date this description was prepared
115. Course objectives	
The Many People curriculum aims to introduce the student to the skills of people with multiple skills, the field of Resources management , and a number of traditional rules that apply to the practice of technical skills. This field takes upon Resources management the direction and direction of the work of its progress and profession in society, considers it a broad field, is closely related to it, and disposes of such topics as philosophy of science, philosophy of science and Resources management.	

116. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -AA-Amazing inspiration

A1- The student learns during the basic study of Resources management.

A2- The student's basics of knowing alternatives to the most prominent Resources management, their sources, types, and the machines used for them.

A3- The student understands all the basics that you use in the scientific subject

skills specific -Course Objectives - B.

B1- It requires identifying the basic information necessary for the census

B2- Organizing census data and rules for feeling responsible for their .individual rights and public interests

Teaching and learning methods

- ✓ The teacher prepares lectures on the subject in electronic form and .students presents them to the
- ✓ .The teacher delivers lectures in detail
- ✓ The teacher requests periodic reports and homework assignments on the .basic topics of the subject
- ✓ Recital methods and lectures
- ✓ Dialogical methods
- ✓ Use of projectors

Evaluation methods

- 36- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions
- 37- Daily exams with various short scientific questions to understand the extent of their .the material of understanding
- 38- .tion of each chapter's grade to homework assignmentsGiving a por
- 39-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams

Emotional and value goals -C

Students can learn about trend prices and types of Resources management

C1- Urging the student comprehensively to understand the purpose of studying the general subject.Urging the student to think about how to -2 C .specialization develop himself in the field of

Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession

Teaching and learning methods

- 33- Giving lectures
- 34- Discussions

35- (calculators and the Internet) Using modern means
Evaluation methods
learning-E -1 -2 Cooperative or group education Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

The general goal of teaching the subject:

The student is able to understand and apply insurance rules and foundations to warehouse work, faces various Resources management in his warehouse work, and chooses and uses documents that serve the facility in obtaining insurance cover that reduces the negative effects of real risks.

-the theoretical side

Vocabulary	the week
Insurance risk - its technical and legal characteristics, divisions - resources management Resources management activities - stages of the resources management process	1
Ways to confront danger Factors affecting the plan to address the risk The basic factors in the resources management process	2
Risk Manager Jobs - Prevent and reduce losses in warehouses The insurance contract - its parties its - their obligations - its elements - characteristics Economic benefits and functions of insurance - basic principles in insurance: → The principle of good faith (its importance, continuity, and commitment of both parties to it) → New circumstances (its concept, conditions)	3 6-5-4
Securing warehouses from fire risk Fire (its insurance concept, its causes, sources, causes, effects, cases that are not considered fire, factors affecting warehouse fires)	7
Preventing the dangers of warehouse fires Requesting insurance for the warehouse against fire risk - insurance application form, its contents	8

- Inspection of the warehouse (its benefits, who does the inspection, its types, steps to detect compensation for a burned warehouse, inspection report)	9
-Pricing and premium calculation, downloads and discounts	10
Warehouse insurance policy against fire risk (its sections, conditions, and exclusions) Appendices and endorsements, amendment, renewal, cancellation and termination	11
Other types of warehouse insurance policies against fire risk -The replacement document -The value document -The first tranche document -Monthly declarations document (its concept, installment calculation	12
Factors that determine the choice of the type of policy when insuring a warehouse from fire (insurance amount, type of warehouse, warehouse capacity, warehouse components, warehouse method)	13
Securing the warehouse from additional risks - Reasons for excluding some risks, and the basis for re-including them -Types of additional Resources management(chemical, social, natural, miscellaneous)	14
Marine insurance on imported goods - its importance to the Iraqi market -Factors of its development in the Iraqi market	15

-The practical side - Vocabulary details

	the week
Practical cases about the dangers to which warehouses are exposed	2-1
Practical examples of warehouse insurance contracts and the theory of probabilities - Practical examples of warehouse insurance contracts and the theory of probabilities	4-3
Practical examples of the principle of good faith and the principle of insurable interest - Mathematical examples of the principle of compensation ☑	6-5
Practical examples of the principle of solutions - mathematical examples of applications of the principle of participation Practical cases on insurance process procedures - mathematical examples of pricing and calculating premiums	9-8-7
Practical cases about warehouse insurance policies - Practical cases about warehouse compensation for various Resources management- Practical cases about warehouse fires	12-11- 10
Practical cases about warehouse insurance policies - Practical cases about warehouse compensation for various Resources management- Practical cases about warehouse fires - Practical cases about inspecting the warehouse at the beginning of its insurance	15-14-13

Accounting

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. Educational institution	Northern Technical University - Technical Institute_ Kirkuk
2. Scientific department / center	Materials management techniques
3. Course name/code	Accounting
4. Available attendance forms	My presence
5. Semester/year	The first year/
6. Number of study hours (total)	75
7. Date this description was prepared	-4-2024 2
8. Course objectives	
<p>The Many People curriculum aims to introduce the student to the skills of people with multiple skills, the field of Resources management , and a number of traditional rules that apply to the practice of technical skills. This field takes upon Resources management the direction and direction of the work of its progress and profession in society, considers it a broad field, is closely related to it, and disposes of such topics as philosophy of science, philosophy of science and Resources management.</p>	

117.outcomes and teaching, learning and evaluation methods Course	
A- Cognitive objectives A- Amazing inspiration A1- During the study, the student learns the principles and foundations of accounting. A2- The basics of the student's knowledge of alternatives to the most prominent accounting principles, their sources, types, and the machines used in them. A3- That the student understands all the basics that you use in the scientific subject	
The nature of accounting - the objectives of accounting - the general accounting rules and foundations for the branches of accounting and their relationship to other branches - the accounting period - the accounting cycle - general principles of accounting	
Teaching and learning methods	
<ul style="list-style-type: none"> ✓ subject in electronic form and The teacher prepares lectures on the .presents them to the students ✓ .The teacher delivers lectures in detail ✓ The teacher requests periodic reports and homework assignments on the .basic topics of the subject ✓ Recital methods and lectures ✓ Dialogical methods ✓ f projectorsUse o 	
Evaluation methods	
40- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions 41- Daily exams with various short scientific questions to understand the extent of their .the material of understanding 42- .Giving a portion of each chapter's grade to homework assignments 43-) . amDaily exams (kozat) and monthly exams for the curriculum and the final ex ((final exams (end of semester + Monthly exams	
Emotional and value goals -C It can separate line prices and types of accounting principles C1- Urging the student to fully invest in the goal of studying the general subject. C2- Urging the student to think about how .develop himself in the field of specialization Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession	
methods Teaching and learning	
36- Giving lectures 37- Discussions 38- (Using modern means (calculators and the Internet	


Evaluation methods
learning-E -1 -2 Cooperative or group education Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

Total weekly hours			academic year
the total	Practical	Theoretical	
5	3	2	The first
Name of the material in English		Name of the material in Arabic	Language of instruction
Accounting		محاسبة	Arabic

The general goal of teaching the subject:


Introducing the student to accounting rules and the various financial accounting cycles and their applications in establishments.

-the theoretical side -

Vocabulary details	the week
The nature of accounting - the objectives of accounting - the general accounting rules and foundations for the branches of accounting and their relationship to other branches - the accounting period - the accounting cycle - general principles of accounting 	2-1
Types of accounting books used (journal book - general ledger book - accounting documents (disbursement document - receivable document - journal entry document) methods of recording in the books (single entry - double entry) - types of accounts - accounts analysis table	5-4-3
Capital formation - the budget as a basis for double entry - debit and credit - components of the budget (assets - liabilities - capital) - statement of the effect of recording accounting operations on the balance sheet (accounting equation)	8-7-6
Journal - How to plan the journal - How to record in the journal according	10-9

to the double entry method	
Revenue and capital expenditures - accounting treatment of capital cases, opening entry - personal withdrawals - purchases - sales, purchase returns - sales returns - expenses - revenues - insurances - allowances, purchase allowances - sales allowances - various cases of selling assets.	13-12-11
Loans - How to repay loans - How to calculate the loan and how to pay interest Repay the loan in advance - at the end of the term - in installments	15-14

-The practical side -

Vocabulary details	the week
Practical cases about the nature of accounting - the objectives of accounting - and the general accounting rules and foundations for the branches of accounting and their relationship with other branches...etc.	2-1
Registration procedures in the extracted accounting books (the journal - the general ledger, identifying disbursement documents, receipt documents, the journal document, and methods of recording in the books)	5-4-3
Training on procedures for forming capital - and the budget as a basis for double entry - debit and credit, and components of the budget (assets - liabilities - capital - and data on the effect of recording accounting operations on the balance sheet and accounting equation) and budgets).	8-7-6
Procedures for recording in the journal - how to plan and how to record in it according to the double entry method	10-9
Practical cases of revenue and capital expenditures - and the accounting treatment of capital cases in the economic record - personal withdrawals - purchases sales, returns of purchases - returns of sales - expenditures revenues - insurances - allowances for purchases - allowances for sales - various cases of selling fixed assets	13-12-11
Loan registration procedures, how to repay loans, and training on how to calculate the loan interest - how to pay the loan interest - repayment, for example, repayment (in advance - at the end of the period - in the form of installments) 	15-14

Statistics

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. Educational institution	Northern Technical University - Technical Institute_ kirkuk
2. Scientific department / center	Materials management techniques
3. Course name/code	Statistics
4. Available attendance forms	My presence
5. Semester/year	The first year/
6. Number of study hours (total)	30
7. Date this description was prepared	14/412024
The Many People curriculum aims to introduce the student to the skills of people with multiple skills, the field of statistics, and a number of traditional rules that apply to the practice of technical skills. This field takes upon statistics the direction and direction of the work of its progress and profession in society, considers it a broad field, is closely related to it, and disposes of such topics as philosophy of science, philosophy of science and statistics.	

118. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -AA-Amazing inspiration

A1- The student learns during the basic study of statistics.

A2- The student's basics of knowing alternatives to the most prominent statistics, their sources, types, and the machines used for them.

A3- The student understands all the basics that you use in the scientific subject

skills specific -Course Objectives - B.

B1- It requires identifying the basic information necessary for the census

B2- Organizing census data and rules for feeling responsible for their .individual rights and public interests

Teaching and learning methods

- ✓ on the subject in electronic form and The teacher prepares lectures .presents them to the students
- ✓ .The teacher delivers lectures in detail
- ✓ The teacher requests periodic reports and homework assignments on the .basic topics of the subject
- ✓ Recital methods and lectures
- ✓ methods Dialogical
- ✓ Use of projectors

Evaluation methods

- 44- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions**
- 45- Daily exams with various short scientific questions to understand the extent of their .the material of understanding**
- 46- .Giving a portion of each chapter's grade to homework assignments**
- 47-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams**

Emotional and value goals -C

Students can learn about trend prices and types of statistics

C1- Urging the student comprehensively to understand the purpose of studying the general subject.Urging the student to think about how to -2 C .develop himself in the field of specialization

Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession

Teaching and learning methods

- 39- Giving lectures**
- 40- Discussions**
- 41- (Internet Using modern means (calculators and the**

Evaluation methods
learning-E -1 -2 Cooperative or group education Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

General objectives for teaching the subject:

Introducing the student to the importance of statistics and the stages of statistical methods, starting with data collection and statistical analysis, and the importance of using various statistical programs, and introducing him to statistical methods and methods and their applications in the various fields of subject management topics that the student studies.

-the theoretical side -

Vocabulary details	the week
Statistics - its definition - its relationship with other sciences - the scientific method of research - data collection, data classification - data presentation - data analysis.	1
Data sources - methods of obtaining data - comprehensive registration - samples - questionnaires - conditions - conducting them.	2
Displaying data distribution - tabular display of data - frequency distribution - double frequency distribution	3
Graphic display of unclassified data - Chart line - Chart bars - Graphic circuit - Rectangle chart	4
Graphical display of tabulated data - - Histogram - - Iterative curve - - Iterative polygon - - Ascending and descending recursive complex - -	5
Practical application on the computer using the statistical program SPSS	6
. Measures of central tendency: the arithmetic mean - the mode - the median - the relationship between the means - their application on the computer using the statistical program SPSS	9,8,7

Measures of dispersion: range - standard deviation and variance - coefficient of variation - standard score - practical application on the computer using the statistical program SPSS	12,11,10
SPSS simple linear correlation: understood - how to calculate it theoretically. - Practical application on the computer using statistical software	14,13
Rank correlation: Spearman's rank correlation coefficient - coupling coefficient. - Practical application on the computer using the statistical program SPSS	15

-The practical side -

Vocabulary details	the week
Application of methods for collecting data and preparing a questionnaire	2-1
Application to tabular display of data	3
Application to graphical display of ungrouped data	4
Application to graphical display of tabulated data	5
Introducing the statistical program SPSS and its use in applications for tabular and graphical display of data	7,6
Applications to measures of central tendency and their calculation using the statistical program SPSS	9,8
Applications to dispersion measures and their calculation using the statistical program SPSS	12,11,10
Applications of simple linear correlation and its calculation using the statistical program SPSS	15,14,13

Course description form

Course description

This **Inventory accounting**

course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the ~~be linked to the program description available. It must~~

1. Educational institution	Northern Technical University - Technical Institute_KIRKUK
2. Scientific department / center	Materials management techniques
3. Course name/code	Inventory accounting
4. Available attendance forms	My presence
5. Semester/year	The first year/
6. Number of study hours (total)	75
7. Date this description was prepared	-4-20242
8.Course objectives	
The general goal of teaching the subject: Study specialized Inventory accounting methods in their applied fields to control the movement of materials within warehouses in terms of quantity and value and provide the necessary information for inventory planning.	

119. outcomes and teaching, learning and evaluation methods Course
A- Cognitive objectives A- Amazing inspiration A1- During the study, the student learns the principles and foundations of Inventory accounting. A2- The basics of the student's knowledge of alternatives to the most prominent Inventory accounting principles, their sources, types, and the machines used in them. A3- That the student understands all the basics that you use in the scientific subject
The nature of Inventory accounting - the objectives of Inventory accounting - the general Inventory accounting rules and foundations for the branches of Inventory accounting and their relationship to other branches - the Inventory accounting period - the Inventory accounting cycle - general principles of Inventory accounting
Teaching and learning methods
<ul style="list-style-type: none"> ✓ teacher prepares lectures on the subject in electronic form and The .presents them to the students ✓ .The teacher delivers lectures in detail ✓ The teacher requests periodic reports and homework assignments on the .basic topics of the subject ✓ lectures Recital methods and ✓ Dialogical methods ✓ Use of projectors
Evaluation methods
48- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions 49- Daily exams with various short scientific questions to understand the extent of their .the material of understanding 50- .Giving a portion of each chapter's grade to homework assignments 51-) . amDaily exams (kozat) and monthly exams for the curriculum and the final ex ((final exams (end of semester + Monthly exams
Emotional and value goals -C It can separate line prices and types of Inventory accounting principles C1- Urging the student to fully invest in the goal of studying the general subject. C2- Urging the student to think about how .develop himself in the field of specialization Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession
learning methods Teaching and
42- Giving lectures 43- Discussions 44- (Using modern means (calculators and the Internet

Evaluation methods
learning-E -1 -2 Cooperative or group education Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

academic year	Weekly hours		
	Theoretical	Practical	the total
the second	2	3	5
Language of instruction	Subject Name		
Arabic	Storage Inventory accounting		

The general goal of teaching the subject:

Study specialized Inventory accounting methods in their applied fields to control the movement of materials within warehouses in terms of quantity and value and provide the necessary information for inventory planning.

– The theoretical side -

The week	Vocabulary details
1	Basic concepts in warehouse Inventory accounting / procedures for warehouse accounts in controlling warehouse materials / the relationship of warehouse accounts with other departments in the organization (they can be replaced with forms or drawings whose purpose is to simplify and facilitate (information while preserving its general content
2	Procurement cycle and purchasing procedures / local purchases / Inventory accounting treatment for local purchases
3	External purchases (documentary credit)/definition of documentary credits/Inventory accounting treatment of documentary credits/general conditions for documentary credits/obligations/and responsibilities resulting from the emergence of the credit
4	Documents related to credits (insurance documents - shipping documents - commercial lists - other documents) / practical procedures for opening credit / credit insurances and expenses .for opening credit, insurance fees for credit
5	Correspondents' currencies, telegram and telex fees, credit

	extension expenses, guarantee fees, and interest/closing a documentary credit/closing goods by way of shipment
6	Goods received in an incorrect condition / damaged / lost / units violating specifications / parties responsible for damage, loss and violating specifications / Inventory accounting treatment for damage, loss and units
7	Inventory accounting treatment for units that violate specifications
8	Common expenses/purchase commission/exchange ,commission/postage expenses And telephone / insurance expenses / customs duties / flooring .expenses / transportation expenses
9	Distribution of common expenses
10	Inventory documents and records / warehouse receipt documents / warehouse issue document / materials return document / materials transfer document / warehouse record / warehouse ledger record
11	Outgoing inventory materials/methods for pricing outgoing materials/pricing based on actual cost, first-in, first-out method
12	Last in, first out method
13	Simple rate method
14	Weighted average method
15	Pricing method based on estimated cost/comparison between inventory Inventory accounting systems in business organizations

The practical side

The week	Vocabulary details
1	Practical cases about purchasing procedures and local procurement
2	Practical cases about foreign purchases/documentary credits/documents and documents related to documentary credits
3	Procedures for opening and closing documentary credits in practice, with practical cases on how to calculate the expenses .associated with that
4	Practical cases on the Inventory accounting treatment of damage and loss
5	Practical cases of Inventory accounting treatment for a unit that violates specifications
6	Practical cases on how to calculate and distribute the combined expenses for several materials and one shipment
7	Practical cases of distributing joint expenses for several materials and shipments
8	Practical examples of warehouse documents and records
9	Practical cases of the method of pricing materials based on the actual cost
10	Practical cases of pricing issued materials using the first-in, first-.out method and the last-in, first-out method
11	Practical cases of pricing issued materials using the simple rate and weighted rate method
12	Practical cases of pricing issued materials using the administrative price method Receipt, upon issuance
13	Practical cases on methods of pricing returned materials and their Inventory accounting treatment
14	Practical cases on how to deal with inventory differences Inventory accounting
15	Training on how to estimate consumed and damaged materials to the warehouses and process them Inventory accounting/Training on how to determine the inventory (turnover rate (raw materials, finished goods

The crimes of the Baath regime in Iraq

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. Educational institution	Northern Technical University - Technical Institute KIRKUK
2. Scientific department /center	Materials Management Techniques Department
3. Course name/code	The crimes of the Baath regime in Iraq
4. Available attendance forms	My presence
5. Semester/year	Second year/ first semester
6. Number of study hours (total)	30
7. Date this description was prepared	/4/22024
8.Course objectives	
the defunct and dissolved To identify and learn about a group of crimes committed by Baath Party against the Iraqi people and their various components, and to establish awareness among students to reject all forms of injustice and tyranny of these regimes and .to demand all civil and political rights	

120. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

- 1- Introducing the student to the crimes committed by the Baath regime that fall within international issues
- 2- laws Introducing the student to the most prominent violations of Iraqi
- 3- Explaining the seriousness of environmental crimes such as burning orchards and draining marshes

.the course of objectives skills The - B

General culture for the student about the recent past of Iraq

Teaching and learning methods

- ✓ prepares lectures on the subject in electronic form and The teacher .presents them to the students
- ✓ .The teacher delivers lectures in detail
- ✓ Recital methods and lectures
- ✓ Dialogical methods
- ✓ Use of projectors

Evaluation methods

- 52- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions
- 53- Daily exams with various short scientific questions to understand the extent of their .of the material understanding
- 54-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams

Emotional and value goals -C

- Urging the student to understand the purpose of studying the subject in -C1 .general
- .the student to think about learning historical and legal culture Urging -2 C

Teaching and learning methods

- 45- Giving lectures
- 46- Discussions
- 47- (Using modern means (calculators and the Internet

Evaluation methods

- learning-E -1
- 2 Cooperative or group education

Brainstorming- 3
and ,Explanation and clarification through the use of pictures, diagrams - 4
videos
Use the data show to display the lecture -5

121. Course structure

Chapter one

Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
Discussion + theoretical tests	Theoretical lecture	Crimes of the Baath regime according to the Iraqi Supreme Criminal Court Law of 2005	The student understood the lecture	2	1
Discussion + theoretical tests	Theoretical lecture	The concept of crimes and their types	The student understood the lecture	2	2
Discussion + theoretical tests	Theoretical lecture	The crimes of the Baath regime are documented in the Supreme Criminal Court law	The student understood the lecture	2	3
Discussion + theoretical tests	Theoretical lecture	Types of international crimes	student The understood the lecture	2	4
Discussion + theoretical tests	Theoretical lecture	Decisions issued by the Supreme Criminal Court	The student understood the lecture	2	5
Discussion + theoretical tests	Theoretical lecture	Psychological and social crimes	The student understood the lecture	2	6
Discussion + theoretical tests	Theoretical lecture	The psychological and social impact of crimes	The student understood the lecture	2	7
Discussion + theoretical tests	Theoretical lecture	The Baathist regime's position on religion	The student understood the lecture	2	8
Discussion + theoretical	Theoretical lecture	Violations of Iraqi	The student understood the	2	9

tests		laws	lecture		
Discussion + theoretical tests	Theoretical lecture	Pictures of human rights violations and crimes of power	The student understood the lecture	2	10
Discussion + theoretical tests	Theoretical lecture	Environmental crimes of the Baath regime in Iraq	The student understood the lecture	2	11
Discussion + theoretical tests	Theoretical lecture	Militarization of society	The student understood the lecture	2	12
Discussion + theoretical tests	Theoretical lecture	Mass grave crimes	The student understood the lecture	2	13
Discussion + theoretical tests	Theoretical lecture	The most prominent violations of the Baathist regime in Iraq	The student understood the lecture	2	14
Discussion + theoretical tests	Theoretical lecture	Chronological classification of genocide graves in Iraq for the period 2003–1963	The student understood the lecture	2	15

123. Course development plan

122. Infrastructure	
(Book of crimes of the Baath regime in Iraq (systematic	Required prescribed books -1
Providing specialists in the field	Laboratories and equipment-2

Course description form

and democracy Human rights

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. Educational institution	Northern Technical University - Technical Institute_ KIRKUK
2. Scientific department / center	Materials management techniques
3. Course name/code	Human rights and democracy (NTU 100)
4. Available attendance forms	My presence
5. Semester/year	First year
6. Number of study hours (total)	30
7. Date this description was prepared	-4-20242
8. Course objectives Course objectives	
.Introducing students to human rights and duties towards society -1 Following up on the historical roots of knowledge of human rights and the stages of their -2 .development throughout the ages .Consolidating the concepts of right, freedom, and duties on the individual and society - 3 s in the Iraqi constitution that relate to human rights Explaining the constitutional article - 4 .and explaining them to students Highlighting the importance of knowing the individual's rights in performing his duties -5 .to the fullest extent .ormsShedding light on democracy and knowing its many f -6	

124. outcomes and teaching, learning and evaluation methods Course

objectives Cognitive -A

Students benefit from knowing the types of rights and the scope of -A1
their application.

Explaining the historical stages of human rights and the extent of their -A2
development.

Knowing the concept of freedoms and democracy correctly -A3.

Providing the student with the moral values that require adherence to -A4
tant rights and duties entrusted to the and clarifying the most impor
individual.

Identifying the rights and duties of the Iraqi individual -a5

. skills specific -Course Objectives - B

1– .Introducing the history of human rights and the stages of development

2– .and nurturing students from the Islamic side Spreading culture

3– How to preserve society and the country by strengthening the country's love
.for them

4– Identify the most important rights granted to them in accordance with
.international norms and laws

.ong studentsPromoting citizenship am

Teaching and learning methods

19- Theoretical lectures

20- Discussion panels

21- Reports

Evaluation methods

55- Written exams

56- Oral exams

57- Duties assigned to students

58- Reports

<p>Emotional and value goals -C</p> <p>based goals-Emotional and value -C</p> <p>Teaching students to search for realistic problems, link them to the -C1</p> <p>.scientific material, and present them in a logical order and sequence</p> <p>Urging students to be objective in discussions about the challenges facing the -</p> <p>.country</p> <p>freedom for students and clarifying wrong Embodying the concept of -</p> <p>.practices, their consequences, and how to avoid them</p> <p>.Giving the highest priority to the expression of rights -C2</p> <p>.Emphasizing the importance of human rights -C3</p> <p>.discussions Objectivity in -C4</p>
<p>arning methodsTeaching and le</p>
<p>Relying on evidence and concrete, realistic examples of human rights and the concept of democracy that reflect the nature of society and the environment that</p> <p>.embraces the individual</p> <ul style="list-style-type: none"> - analysis, and , Teaching students the mechanism of scientific thinking .deduction - .realistic problems and solve them scientifically to find Motivating students - .Brainstorming gave students an opportunity to present and discuss their ideas - .Lectures - .Intellectual questions and discussions
<p>Evaluation methods</p>
<p>. exams Written</p> <ul style="list-style-type: none"> - .Daily exams and surprises - The student senses the extent of the students' understanding of the .subject matter - . Oral questions - Trying to apply human rights and the concept of democracy to .contemporary reality
<p>other skills related to) General and qualifying transferable skills -D</p> <p>.(employability and personal development</p> <p>Research skills for books and research closely related to the history -D1</p> <p>.of human rights and the concept of democracy</p> <p>.human rights Reviewing international laws and conventions related to -D2</p> <p>. search mechanism electronic Skills in using the Internet and the -D3</p>

10-Course structure

Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
discussion	Lectures	The concept of human - rights Characteristics and - .types of human rights	Identify the types of rights and areas of their application	2	1
discussion	Lectures	Historical - development of human .rights Human rights in - .ancient times	Following up on the historical roots of the concept of human rights	2	2
Daily exam	Lectures and discussions	Human rights in the - Human -Middle Ages rights in the present era		2	3
discussion	Lectures	Human rights in - -divine laws		2	4
A surprise exam	Lectures	The most important human rights stipulated by laws (the Qur'an and Sunnah), governments and organizations		2	5
discussion	Lectures and discussions	Human rights in Islam Imam Ali bin Abi Talib between man and his duties			6
discussion	Lectures and discussions	Rights and freedoms in the Iraqi Constitution of 2005		2	7
discussion	Workshop	Universal Declaration of Human Rights and Freedoms		2	8
			Introducing the Universal Declaration of Human Rights and its importance, considering the summary of what humanity		

			has achieved after going through the two world wars		
discussion	Lectures + discussion	-Women's rights children's rights in Islam		2	9
discussion	Lectures	The concept of democracy	Explaining the concept of democracy	2	10
Daily exam + discussion	Lectures	Historical development of the concept of democracy	Open discussions on the importance of strengthening democracy in society	2	11
discussion	Lectures + discussion	The development of democracy in the ancient era		2	12
	Lectures	Forms and characteristics of democracy		2	13
discussion	Lectures + discussion	Pillars of democracy		2	14
discussion s	Lectures + brainstorming	Principles of the democratic system and factors leading to democratic transformation		2	15

Infrastructure .11	
(Binding (human rights	1– Required prescribed books
	2– Main references (sources
1– Human Rights and Democracy, Professor Nehme Ali Aboudi	Recommended books and –A references (..., Scientific journals, reports)
	Electronic references, with –B the Internet

Course development plan . 12	
<ul style="list-style-type: none"> - Striving to make the subject of human rights and democracy have a tangible practical application, by applying theoretical rights and duties to reality and .society contemporary 	

Course description form

Risk management

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. Educational institution	Northern Technical University - Technical Institute_ Kirkuk
2. Scientific department / center	Materials management techniques
3. Course name/code	Risk management
4. Available attendance forms	My presence
5. Semester/year	The first year/
6. Number of study hours (total)	75
7. Date this description was prepared	-4-20242
8.Course objectives	
The Many People curriculum aims to introduce the student to the skills of people with multiple skills, the field of Risk management , and a number of traditional rules that apply to the practice of technical skills. This field takes upon Risk management the direction and direction of the work of its progress and profession in society, considers it a broad field, is closely related to it, and disposes of such topics as philosophy of science, philosophy of science and Risk management.	

125. teaching, learning and evaluation methods outcomes and Course

objectives Cognitive -AA-Amazing inspiration

A1- The student learns during the basic study of Risk management.

A2- The student's basics of knowing alternatives to the most prominent Risk management, their sources, types, and the machines used for them.

A3- The student understands all the basics that you use in the scientific subject

skills specific -Course Objectives - B.

B1- It requires identifying the basic information necessary for the census

B2- Organizing census data and rules for feeling responsible for their individual rights and public interests

Teaching and learning methods

- ✓ The teacher prepares lectures on the subject in electronic form and presents them to the students
- ✓ in detail The teacher delivers lectures
- ✓ The teacher requests periodic reports and homework assignments on the basic topics of the subject
- ✓ Recital methods and lectures
- ✓ Dialogical methods
- ✓ Use of projectors

Evaluation methods

- 59- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions**
- 60- Daily exams with various short scientific questions to understand the extent of their the material of understanding**
- 61- .portion of each chapter's grade to homework assignments Giving a**
- 62-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams**

Emotional and value goals -C

Students can learn about trend prices and types of Risk management

C1- Urging the student comprehensively to understand the purpose of studying the general subject.Urging the student to think about how to -2 C .specialization develop himself in the field of

Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession

Teaching and learning methods

- 48- Giving lectures**
- 49- Discussions**
- 50- (calculators and the Internet) Using modern means**

Evaluation methods
learning-E -1 -2 Cooperative or group education Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

The general goal of teaching the subject:

Introducing the student to the correct scientific and technical concepts and methods in materials management and their importance in the flow of materials to all types of requesting entities, and how to achieve economic returns for the organization.

-the theoretical side -

المفردات	الأسبوع
Introduction to materials management/the concept and nature of materials management/the importance of materials management/the objectives of materials management	1
A general introduction to the purchasing function / the concept and importance of the purchasing function / goals and motivations of the purchasing function	2
The various tasks of purchasing management / verifying the need / describing the need / selecting sources of supply / studying the price / responsibilities of purchasing management	4,3
Purchasing policies (centralization, decentralization, and combining them)/purchasing policy with the right quality/methods for determining quality/quality by trade name/quality by sample/quality by ranks/purchasing at the right price/right time/right quantity/(using quantitative methods)	9,8,7,6,5
The relationship of the purchasing department with warehouse management, storage policies, and the relationship with other departments	10
Purchasing strategies/concept/importance/factors affecting consumer purchasing behavior (cultural, social, personal, economic, political and legal factors)	12,11
Purchase strategy as needed / comparison strategy / storage strategy ! / exchange strategy / speculation strategy.	14,13
Choosing supply sources / The importance of appropriate selection / Stages of selecting appropriate purchasing sources / Evaluating the performance of purchasing sources / Negotiating and contracting with purchasing sources	15,

- الجانب العملي -

المفردات	الاسبوع
Presenting practical cases on formulating the purchasing management goal	1
Applied cases on the different tasks of purchasing management in different models of organizations	2
Applied cases on (determining actual needs for purchase / describing needs / choosing sources of supply / studying price)	4,3
Display examples of purchasing policies in organizations with different specializations	7,6,5
Practical cases on how to purchase with the right quality, the right price, the right time, and the use of quantitative methods.	9,8
Presenting examples of the procurement department's relationships with other departments in organizations with different specializations	10
Practical cases of purchasing policies	12,11
Models of purchasing policy as needed / comparison strategy / storage strategy / exchange strategy / speculation strategy	14,13
Practical cases on (choosing supply sources and the stages of selecting appropriate purchasing sources / evaluating the performance of purchasing sources and negotiating and contracting with purchasing sources)	15,



management

Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, learning opportunities demonstrating whether he or she has made the most of the .must be linked to the program description available. It

1. Educational institution	Northern Technical University - Technical Institute _ _ Kirkuk
2. Scientific department / center	Materials management techniques
3. Course name/code	Management
4. Available attendance forms	My presence
5. Semester/year	The first year/
6. Number of study hours (total)	75
7. Date this description was prepared	-4-2024 2
8.Course objectives	
The general goal of teaching the subject: The student acquires basic concepts related to the principles and activities of business administration and their applications in various business organizations	

126. outcomes and teaching, learning and evaluation methods Course
objectives Cognitive -AA-Amazing inspiration A1- The student learns during the basic study of . A2- The student's basics of knowing alternatives to the most prominent , their sources, types, and the machines used for them. A3- The student understands all the basics that you use in the scientific subject

skills specific -Course Objectives - B. B1- It requires identifying the basic information necessary for the census B2- Organizing census data and rules for feeling responsible for their .individual rights and public interests
Teaching and learning methods
<ul style="list-style-type: none"> ✓ lectures on the subject in electronic form and The teacher prepares .presents them to the students ✓ .The teacher delivers lectures in detail ✓ The teacher requests periodic reports and homework assignments on the .basic topics of the subject ✓ Recital methods and lectures ✓ al methodsDialogic ✓ Use of projectors
Evaluation methods
63- Daily discussion to determine the students' understanding of the material and (daily post) .evaluate the daily contributions 64- Daily exams with various short scientific questions to understand the extent of their .the material of understanding 65- .Giving a portion of each chapter's grade to homework assignments 66-) . Daily exams (kozat) and monthly exams for the curriculum and the final exam ((final exams (end of semester + Monthly exams
Emotional and value goals -C Students can learn about trend prices and types of C1- Urging the student comprehensively to understand the purpose of studying the general subject.Urging the student to think about how to -2 C .develop himself in the field of specialization Make the student capable of dealing with the calculator and how to use the - C4 . programs in accordance with the systems and rules of ethics of his profession
Teaching and learning methods
51- Giving lectures 52- Discussions 53- (Internet Using modern means (calculators and the

Evaluation methods
learning-E -1 -2 Cooperative or group education Brainstorming- 3 and ,Explanation and clarification through the use of pictures, diagrams - 4 videos Use the data show to display the lecture -5

-the theoretical side -

Vocabulary details	the week
The nature of business management and the tasks of the manager: - the nature of management - the definition of management and the manager - approaches to the study of management - the challenges facing contemporary management - the relationship of management with other sciences	1

مجموع الساعات الأسبوعية			academic year
the total	Practical	Theoretical	
5	3	2	The first
Name of the material in English		Name of the material in Arabic	Language of instruction
Management		الإدارة	Arabic

Manager tasks: patterns of administrative behavior - administrative skills - sources of administrative skills - roles of the manager	4-3-2
The development of administrative thought: - The traditional (classical) school - The school of scientific management - The school of administrative divisions - The bureaucratic school - Common features of the sub-schools within the framework of the traditional school	6-5
The Humanistic School: - Horton and Walton Mayo's study - Folt's study - Chester Barnard's study - Theory Y and	8-7
School of Contemporary Trends: - Open Systems Theory - (The System Concept - Components of the Organization as a System - Subsystems) - Quantitative Management - Japanese Management (William Augie's Z Theory) - Situational Management	11-10-9
Administration and its environment: - Components of the public environment - Components of the private environment	12
Planning function: - Nature of planning - Types of plans - Responsibility for planning - Obstacles to planning - Addressing planning obstacles	14-13

Decision making: The concept of decision making - types of decisions - patterns of decision making - steps of decision making	15
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-The practical side -

Vocabulary details	the week
Applications on how to prepare administrative programs in business organizations	1
Practical cases about the manager's functions	2
Practical cases about administrative schools and their applications	6-5-4-3
Practical cases about administrative schools and their applications	9-8-7
Practical cases about the impact of the public and private environment on the organization	12-11-10
Practical cases on how to prepare a plan Practical cases about types of decisions	14-13
Presenting and discussing examples of organizational patterns applied in organizations	15