**Course Description Form**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Course Name: | | | | | | | | |
| Principles of Management | | | | | | | | |
| 1. Course Code: | | | | | | | | |
| WBM-21-01 | | | | | | | | |
| 1. Semester / Year: | | | | | | | | |
| Semester 1 2024 | | | | | | | | |
| 1. Description Preparation Date: | | | | | | | | |
| 2024-03-19 | | | | | | | | |
| 1. Available Attendance Forms: | | | | | | | | |
| weekly | | | | | | | | |
| 1. Number of Credit Hours (Total) / Number of Units (Total) | | | | | | | | |
| 15 Hours / 1 Unit | | | | | | | | |
| 1. Course administrator's name (mention all, if more than one name) | | | | | | | | |
| Name: Faris Kareem Halyout  Email: Faris.kar@uowa.edu.iq | | | | | | | | |
| 1. Course Objectives | | | | | | | | |
| **Course Objectives** | | | | * The goal of the Principles of Management is to explain the basics of the arts and sciences of management to make the student a successful administrator in the field of biomedical engineering and an accomplished leader in the field of his specialty and professional work. | | | | |
| 1. Teaching and Learning Strategies | | | | | | | | |
| **Strategy** | | 1- Make the student able to demonstrate real knowledge of administrative concepts during the academic ladder and their applications in the fields of biomedical engineering.  2- Learn and understand the basic definitions used in public administration such as organization, coordination, and leadership.  3- Learn and understand the role of organizational methods and administrative behaviors governing the engineer’s work in the professional environment and the labor market.  4- Familiarity with the laws of public administration, which represent several private and public laws and behaviors for the individual and society. | | | | | | |
| 1. Course Structure | | | | | | | | |
| **Week** | **Hours** | | **Required Learning Outcomes** | | **Unit or subject name** | | **Learning method** | **Evaluation method** |
| 1 +2 | 1 | | Introduction  The planning. | | Functions: Introduction, Function notation, examples, Function as table, solving and evaluation, Examples, Graphs as functions, Examples , Application of function. Domain and Range: Introduction, examples.  Absolute value: Introduction , examples | | Lectures presented in PDF format | Daily exams + homework assignments + monthly exams |
| 3+4 | 1 | | Organization  and  coordination | | Organization, organization types, Principles of Organization, Effective Organization, Organization Chart, Organization Manual.  The coordination, The scope of coordination, Obstacles of Coordination, Effective Coordination. | | Lectures presented in PDF format | Daily exams + homework assignments + monthly exams |
| 5+6+7 | 1 | | The control  The decision  The leadership | | The control, The Concept of Control, benefits of control, Steps of Control, Types of Control, Effective Control.  The decision, Decision Making, Decision Making and Management, Types of Decision, Steps of Decision Making, Group Decision Making, Decision Making and Computers.  The leadership, Management Leadership, Definition of Leadership, Source of Leadership’s Power, Theories of Leadership | | Lectures presented in PDF format | Daily exams + homework assignments + monthly exams |
| 8 | 1 | | The motivation | | The motivation, Motivation and Incentives, Definition of Motivation, Types of Motivation, Theories of Motivation نظريات X, Y, Z. | | Lectures presented in PDF format | Daily exams + homework assignments + monthly exams |
| 9 | 1 | | The communication | | The communication, Management Communications, Definition Of Communication, The Importance Of Communication, Elements Of Communication, Types Of Communication, Communication channels , Obstacles Of communication . | | Lectures presented in PDF format | Daily exams + homework assignments + monthly |
| 10 | 1 | | Financial management | | Financial management, Financial Management Definition, The Concept of Financial Management, Objectives of Financial Management, Financial Decisions, Financial Planning, Financial Control | | Lectures presented in PDF format | Daily exams + homework assignments + monthly |
| 11 | 1 | | Management Information System | | Management Information System, Information System Concept, The Importance of IS, Computer & I.S, The Status of M.I.S, information’s exchange systems. | | Lectures presented in PDF format | Daily exams + homework assignments + monthly |
| 12 | 1 | | The Marketing | | The Marketing, Marketing Management, Marketing Concept, The Development of Marketing, Product, Price, Place, Marketing Research | | Lectures presented in PDF format | Daily exams + homework assignments + monthly |
| 13 | 1 | | The Production | | The Production, Production Management, Production Management Concept, The Importance of Production Management, Management the production Job, Quality control | | Lectures presented in PDF format | Daily exams + homework assignments + monthly |
| 14 | 1 | | Role of Biomedical engineer in | | Role of Biomedical engineer in hospital management, Biomedical department, Biomedical | | Lectures presented in PDF format | Daily exams + homework assignments + monthly exams |
| 15 | 1 | | Duties of biomedical Engineer in Hospitals | | Duties of biomedical Engineer in Hospitals, Maintenance, Proper Operation, Safety | | Lectures presented in PDF format | Daily exams + homework assignments + monthly exams |
| 1. Course Evaluation | | | | | | | | |
|  Daily exams with practical and scientific questions. ‏   Participation scores for difficult competition questions among students   Establishing grades for environmental duties and the reports assigned to them   Semester exams for the curriculum, in addition to the mid-year exam and final exam | | | | | | | | |
| 1. Learning and Teaching Resources | | | | | | | | |
| Required textbooks (curricular books, if any) | | | | | | (Management concept and development)Ahmed Abdul Rahman Al-Shamiri | | |
| Main references (sources) | | | | | | • College library to obtain additional sources for the curriculum.  • Check scientific websites to see recent developments in the subject | | |
| Recommended books and references (scientific journals, reports...) | | | | | | All solid scientific journals that are related to the broad concept of management principles | | |