

Course description form

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 must be linked to the program available. It learning opportunities of the ; .description

(Anbiya (peace be upon him-University of Heir al	1. Educational institution
Department of Oil and Gas Economics	2. department Scientific center/
General Administration	3. Course name/code
Daily attendance according to the scheduled schedule	4. Available attendance forms
2024----For the second semester of 2023	5. Semester/year
Two (30) hours per week for the course	6. Number of study hours (total)
2024/25/4	7. Date this description was prepared
8. This course aims to achieve the following : Course objectives objectives	
students with the content contained in this course related to Providing .1 .administrative methods in the field of leadership, its styles and theories	
Delving into the field of motivation and its theories. As well as .2 incentives and their role in efficiency and continued performance at work	
Providing the labor market with outputs that possess the knowledge and .3 .assigned to them skills that enable them to perform the jobs	

Enabling students to employ theoretical aspects And benefiting from it in .4
.orkareas that examine the actual reality of w

Arming students with experiences that enable them to understand the .5
volume of work and its problems and the possibility of developing future
.plans

Educating students about the importance of management and its role in .6
and how to deal with others in the work personality developing
environment

10.methods outcomes and teaching, learning and evaluation Course

Cognitive objectives -A
to build multiple scenarios for human capabilities The ability Developing -A1
.resources development and organizational behavior
Arming yourself with scientific knowledge to diagnose work problems -A2
.and find appropriate solutions to them
flexibility by adopting and contain them Knowing how to deal with others -A3
.in the work environment
. Learning how to make decisions based on scientific knowledge -A4
-A5
-A6

.the course of objectives skills The - B
use intellectual skills in discussion and expressing Enabling students to - B1
.opinions
Cultivate a culture of love for work, adherence to it, and keenness to - B2
.accomplish it as a management skill
Skills related to how to create a spirit of cooperation and work in a team - B3
.spirit
exploring and dealing nSkills related to work development and creativity i -B4
.with developments in the work environment

Teaching and learning methods

Lecture method

Evaluation methods

Oral exams -1

Tests With daily and monthly exams And the quarterly And the final -2

Emotional and value goals -C

Developing the learner's abilities by urging him to follow up And -C1
. attention And get ready To respond

By giving Priority is given to values related Preparing the learner to form -C2
.what is assigned to it

Bringing the learner to the level of organizing values related to adherence - C3
.to work , commitment and respect

Enabling the learner to reach the level of discrimination by becoming -C4
.minded-observant, influenced, and open

Teaching and learning methods

Evaluation methods

transferable skills (other skills related to employability qualifying General and - D
. (and personal development

Encouraging learners to develop their abilities and use them to develop -D1
. themselves

With their Encouraging them to take advantage of the training courses -D2
. specialty and entry into it

because it contributes to Urging students to practice scientific research -D3
. developing capabilities Personality

Attention to the importance of seeking assistance from those with -D4
. experience And benefit from their capabilities and work experiences

11.Course structure

Evaluation method	Teaching method	Name of the unit/topic	Required learning outcomes	hours	the week
Discussion and brainstorming	lecture	validity (authority)		2	the first
Daily exam	lecture	The concept of making and making decisions		2	The second
discussion	lecture	administrative leadership and its types		2	The third
My confusion	lecture	Leaders' theories		2	Fourth
Daily oral	lecture	Leadership skills and selection of administrative leaders		2	Fifth
discussion	lecture	Control principles and steps		2	VI
		First month exam		2	Seventh
Daily cuz	lecture	Control tools and requirements of the regulatory system		2	VIII
Oral discussion	lecture	The concept of motivation, its importance and types		2	Ninth
Brain storming	lecture	The concept of incentives, their importance and types		2	The tenth
Editorial	lecture	The concept of communication and its elements		2	eleventh
Oral discussion	lecture	Centrality And for		2	twelveth

		decentralization			
Daily cuz	lecture	The concept of direction and coordination and its importance		2	Thirteenth
		Second month exam			fourteenth
		References		2	Fifteenth

12. Infrastructure

-Kubaisi and Dr. Jassim Al-Dr.. Amer Al Dhahabi	Required prescribed books -1
Shamaa -Dr.. Khalil Muhammad Hassan Al Azzawi-and Dr. Star Abdullah Al	(Main references (sources -2
Scientific journals Related teaches management	Recommended books and scientific journals,) references (...,reports
websites	Electronic references, -B ...Internet sites

13. Course development plan

Adding vocabulary to the curriculum for the development achieved in the course and a percentage not exceeding 10%