

Republic of Iraq

Ministry of Higher Education & Scientific
Research Supervision and Scientific
Evaluation Directorate Quality Assurance
and Academic Accreditation International
Accreditation Dept.

Academic Program Specification Form For The Academic

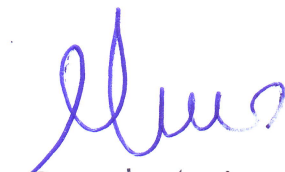
University: *of Thi-Qar*
College : *Administration and Economics*
Number Of Departments In The College *Business*
: Date Of Form Completion :



Dean's Name Date :

22/11/2022

Prof. Sadq Zwer Lglag
Signature



Dean's Assistant
For Scientific
Affairs

Asahag naser
Date : *22/11/2022*
Signature



The College Quality
Assurance And
University
Performance
Manager

Date : *22/11/2022* / Signature
Mahmood dakhlil

Quality Assurance And University Performance
Manager Date : *22/11/2022*
Signature



Hayder Abed Redhi

Course description form

This course description provides a necessary summary of the most important tools, methods and educational outcomes that the student is expected to achieve, which indicates if the student has benefited from the learning opportunities available to the course.

Description of the decision

1- Educational Institution	University of Dhi Qar - Faculty of Management and Economics
2-Scientific Department / Center	Business Administration
3-Name/code decision	Human Resource Management إدارة الموارد البشرية
4-Available attendance forms	Blended Education
5-Season/Year	First course 2021-2022
6-Number of school hours (total)	45
7-The date of preparation of this description	20\ 9\ 2021
8-Goals of the decision	
This course aims to develop students' knowledge and understanding of the fundamentals of human resource management, by Providing students with theories, concepts and cases that enhance their abilities to think, manage and solve human resource problems.	

9- Course outputs and teaching, learning and evaluation methods

Cognitive goals

A1- Providing the student with the basics of the principles of Human Resource Management

A2- Building student knowledge as far as human resource management functions are concerned

A3- Provide students with job analysis skills

The course's skills objectives.

B1. Providing students with human resource planning skills

B2. Provide students with the skills of job analysis, description, design and evaluation

B3. Provide students with the skills to identify training needs.

B4. Provide students with brainstorming skills

Teaching and learning methods

Training and activities - reference books - study cases - various examples of practical reality - daily duties - various questions

Evaluation methods

Discussions on the subject of the lecture

Activities within teams

Monthly exams during class

Final exams

C- Emotional and value goals

C1- The principle of dialogue and discussion and influencing the student's understanding of the course

C2- Statement of understanding and awareness gained by the student through questions about the subject

Teaching and learning methods

Review and discuss duties at the beginning of the lecture - panel discussions - scientific discussions and examples

Evaluation methods

1- Preparing each student or participating the student in preparing a certain part of the subject and explaining it

2- Holding discussions for external questions related to the article of reality.

General skills and rehabilitation transferred (other skills related to employability and personal development).

D1- The skill of thinking, communicating and analyzing

D2- The student acquires knowledge of human resource management and its relationship with other departments in the organization

.10- Decision Structure

The week	Hours	Required learning outcomes	Unit name/subject	The way you teach	Evaluation method
1	3	An introduction to human resource management	The nature of human resources and the concept of human resource management	Theoretical lecture and class discussions	General questions and discussion
2	3	An introduction to human resource management	Human resource management jobs, entrance models in human resource management	Theoretical lecture and class discussions	General questions and discussion
3	3	Origin and development of human resource management	Reasons for the development of interest in people management, historical development models for human resource management	Theoretical lecture and class discussions	General questions and discussion
4	3	Origin and development of human resource management	The real transition to human resource management: the entrance to people management versus the field of human resource management	Theoretical lecture and class discussions	General questions and discussion
5	3	Organizing human resource management as an open system	Open system in human resource management The relationship of human resource management with other departments	Theoretical lecture and class discussions	General questions and discussion
6	3	Organizing human resource management as an open system	The internal organization is the organization of human resource management Distinguished capabilities of human resource management	Theoretical lecture and class discussions	General questions and discussion
7	3	Job analysis and description	Job Analysis job description	Theoretical lecture and class discussions	General questions and discussion
8	3	Job design and evaluation	Job design Job evaluation	Theoretical lecture and class discussions	General questions and discussion
9	3	examination			
10	3	Planning of human resource needs	The nature of human resource planning HR plan structure	Theoretical lecture and class discussions	General questions and discussion
11	3	Planning human resource needs	Elements of human needs planning Strategic planning for human resources	Theoretical lecture and class discussions	General questions and discussion
12	3	Employment Policies and Standards	Recruitment and selection, hiring	Theoretical lecture and	General questions and discussion

			decision, orientation and retention of new employees	class discussions	
13	3	Motivation	Motivation at work, incentives and their nature, incentive systems in organizations, some motivation theories	Theoretical lecture and class discussions	General questions and discussion
14	3	Performance appraisal and employee training	Evaluation concepts, standards and methods The nature and nature of training, training objectives and types the operation	Theoretical lecture and class discussions	General questions and discussion
15	3	examination			

.11- Infrastructure

1 Required textbooks	The basics of human resource management authored by: Saad Al-Anzi
2 Main references (sources)	
Recommended books and references (scientific journals, reports ,....)	
B Electronic references, websites....	All websites

12-. Course Development Plan

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