

Course Description For the Department of Business Administration

Second: Major Department Requirement

51111 Principles Of Management {3} [3-3]

Managerial functions: Planning, organizing, controlling, decision taking; specialized functions for business organizations: research and development, production management, human resources management, marketing management, financial management, materials management.

51243 Research methodology {3} [3-3]

Knowledge and science; building knowledge for applied and basic scientific researches; scientific questionnaire; research plan; hypothesis; collecting data and information; scientific quotation final report.

51112 Managerial Communication {3} [3-3]

Commercial correspondence as means of written communications in business; conditions in commercial and correspondence in form and contents; commercial phrases in commercial correspondence; Coordinate the sections of letter according to scientific methods; writing of commercial correspondence in various types in English language only.

Prerequisite: 51111 Principles Of Management.

51214 Human Resources Management{3} [3-3]

Attracting; retaining; motivating employees; planning; selection; compensation; performance appraisal; succession; legal issues.

Prerequisite: 51111 Principles Of Management.

51232 Operations Research{3} [3-3]

Quantitative methods and techniques for effective decision making; Model formulations and applications: linear programming, transportation, assignment, CPM/PERT techniques, decision Theory.

Prerequisite: 51111 Principles Of Management.

51315 Organizational Behavior{3} [3-3]

Managing people at work; Analysis of individual; group and organization leadership; motivation; attitudes; group dynamics, and organizational culture.

Prerequisite: 51214 Human Resources Management.

51331 Production & Operations Management (I) {3} [3-3]

Production System Components; Productivity; Effectiveness and Efficiency of organization performance; Industrial competitive context; factors effecting the production planning and Operations Strategy; Industrial Location; facility layout; maintenance; Quality of outcomes; continuance performance.

Prerequisite: 51232 Operations Research.

51415 Organization Theory{3} [3-3]

Organizational theories and models; performance of organizations; Structure; technology; environmental adaptation; and managerial control systems.

Prerequisite: 51315 Organisational Behavior.

51332 Materials Management {3} [3-3]

Supply chain management: distribution network design, centralized versus decentralized network control, variability in the supply chain, strategic partnerships and supply contract design, global supply network design, product design for logistics; Models and solution techniques for strategic issues: facility location, logistics network design; operational issues such as: inventory control.

Prerequisite: 51111 Principles Of Mangement.

51416 Contemporary Issues in Management{3} [3-3]

Issues in management: global dimension in management, entrepreneurships, work ethics and diversity, etc.

Prerequisite: 51413 Strategic Management.

51413 Strategic Management{3} [3-3]

Strategic thinking: SWOT analysis in formulating, implementing, evaluating the strategy of the firm; competitive markets; challenges of the new era.

Prerequisite: 51331 Production And Operations Management (I).

51213 Public Relations{3} [3-3]

Theories; rules; procedures at developing friendly relations; cooperation and confidence between the public and the organization; The Topics are: The public relations in contemporary society, management of public relation, the role of the employees, public opinion, employee training and other related subjects.

Prerequisite: 51111 Principles Of Mangement.

51343 Small Business Management {3} [3-3]

Entrepreneurship; Innovation; managing the small business; the effects of these elements on the developing and emerge countries; the international Entrepreneurship; the development of emerging ventures from the entrepreneurial perspectives.

Prerequisite: 51111 Principles Of Mangement.

51333 Knowledge Management{3} [3-3]

The notion of knowledge management with the various issues related to this concept; the importance and methods by which knowledge can be managed in organizations; the importance of the role of information systems and technology in managing knowledge in organizations.

Prerequisite: 58101 Management Information Systems.

51431 Production & Operations Management (II) {3} [3-3]

production and operations management; basic concept; productivity; demand estimating; capacity planning; production plan preparation; production scheduling and operation sequencing; production line Balancing; quality control and reliability; and contemporary models: J.I.T , MRP.

Prerequisite: 51331 Production And Operations Management (I).

51432 Total Quality Management {3} [3-3]

Principles; concepts; processes; procedures pertaining to the management aspects of quality function in an organization; Approaches for inculcating quality thinking and practices: continuous improvement, tools of quality, customer focus, leadership and team building; just-in-Time (JIT).

Prerequisite:51431 Production And Operations Management (2).

51414 Project Management{3} [3-3]

Project management and its importance in improving success of information technology projects; Tools and techniques of project management including: project selection methods, work breakdown structures, network diagrams and critical path analysis, cost estimates, motivation theory and team building.

Prerequisite: 51111 Principles Of Mngement.

51441 International Business Management{3} [3-3]

Nature and scope of International Business; Scenarios and cases about Mechanisms; Practices of Problems Encountered in International Business.

Prerequisite: 51413 Strategic Management.

51445 Graduation Project{3} [3-3]

Adequate skills; Knowledge reinforcement; Supervision: Pick a problem that active business firms are suffering from , Elaborate a research graduation project, scientific methodology, tools, recommendation.

Prerequisite: (None).

Third: Elective Requirements:

51319 Change and Development Management{3} [3-3]

The changing organizational environment; organizational design principles to manage change, keep the design aligned with the needs of the firm the demands to which it must respond; organizational structures; work patterns of the organization; organizational cultures; managerial roles.

Prerequisite: 51111 Principles Of Mngement.

51316 Managerial Control{3} [3-3]

Managerial control; managerial functions; performance measures; actual performance and employee behaviors in the organization; procedures and approaches in taking Decisions; allocating resources.

Prerequisite: 51214 Human Resources Management.

51440 Feasibility Studies & Project Evaluation{3} [3-3]

Evaluate the economic and financial feasibility of projects through the trade off between the cost and revenue of these projects .

Prerequisite: 51414 Project Management.

Fourth: Ancillary Requirements: