

**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic
Accreditation
Accreditation Department**



Academic Program and Course Description Guide

2024

Introduction

The educational program is considered a coordinated and organized package of academic courses that includes procedures and experiences in the form of academic vocabulary, the main purpose of which is to build and refine the skills of graduates, making them qualified to meet the requirements of the labor market. It is reviewed and evaluated procedures and programs such as annually through internal or external audit as the external examiner program

The description of the academic program provides a brief summary of the main features of the program and its courses, indicating the skills that objectives of the academic students are working to acquire based on the program. The importance of this description is evident because it represents the cornerstone of obtaining program accreditation, and the teaching staff participates in writing it under the supervision of the scientific departments scientific committees in

This guide, in its second edition, includes a description of the academic program after updating the vocabulary and paragraphs of the previous guide in light of the latest developments in the educational system in Iraq, which included a description of the academic program in its traditional form (annual, quarterly), in addition to adopting the description of the academic program circulated according to the book of the Department of Studies on 5/3/2023 regarding 2906 .3/ T.M.3 .the Department of Studies programs that adopt the Bologna Process as a basis for their work

In this area, we can only emphasize the importance of writing to ensure the smooth descriptions of academic programs and courses .conduct of the educational process.

logyConcepts and termino

The description of the academic **: program academic Description of the**

of its vision, mission, and goals, including program provides a concise summary an accurate description of the targeted learning outcomes according to specific .strategies learning

Provides a necessary summary of the most important **: description Course** characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he has made the most of the .the program description It is derived from .unitiesavailable learning oport

An ambitious picture for the future of the academic program to **:Program Vision** .be a developed, inspiring, motivating, realistic and applicable program

and activities necessary to explains the objectives briefly It **:Program message** .achieve them, and also identifies the program's development paths and directions

These are statements that describe what the academic **:Program objectives** urable program intends to achieve within a specific period of time and are meas .and observable

All courses/study subjects included in the academic **:Curriculum structure** program according to the approved learning system (semester, annual, Bologna track), whether it is a requirement (ministry, university, college, or scientific .department), along with the number of study units

that the A consistent set of knowledge, skills, and values **:Learning outcomes** student has acquired after the successful completion of the academic program. ermined in a way that The learning outcomes for each course must be det .achieves the program objectives

They are the strategies used by a faculty member to : **strategies and learning** and they are plans that are followed to , and learning develop student teaching and classroom activities all describes reach learning goals. That is, it .of the programme to achieve the learning outcomes extracurricular

Academic Program Description Form

University Name: Al-Furat Al-Awsat Technical University

Faculty/Institute: Al Dewaniyah Technical Instiute

Scientific Department: Health management techniques

Academic or Professional Program Name: Diploma

Final Certificate Name: Diploma in health management techniques

Academic System: Courses /annual system

Description Preparation Date:

File Completion Date: 26/3/2024

Signature:

Head of Department Name:

Zaki Muhammad Abbas

Date:

Signature:

Scientific Associate Name:

Afrah Abdul waheed Habeeb

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance Department:

Date:

Signature:

Approval of the Dean

1. Program Vision

Graduating health administrative technical cadres who possess the ability to plan, with the consistent th services in a mannerorganize, direct and control heal . requirements of the Iraqi health reality

2. Program mission

Preparing qualified technical cadres to support health management who possess evaluation, all administrative skills, planning, supervision, motivation, direction monitoring, and emphasizing the necessity of coordination between health personnel and supporting personnel in hospitals for the purpose of making the Enabling the graduate to apply the .case and family medicine systems successful automation system and develop skills in using calculators, the Internet, information a . English conversation, and medical terminology for diseases

3- Program Aims

This specialization aims to prepare the student appropriately to work in health s and forms. The specialization focuses on achieving the institutions of all type :following goals

1. Developing the necessary behavioral and administrative capabilities and public relations skills among students of this specialization, and enabling theories in health management in their them to apply modern concepts and .institutions, in a way that enhances their job performance
2. among strategic planning Enhancing the skills of strategic thinking and strategic plans students of this major, which qualifies them to build effective .quality foundations–ealth institutions on solid, highfor h
3. Introducing students of this specialty to the latest developments and developments in the fields of specialized health administrative knowledge, d scientific and building integrated health knowledge and culture on soun educational foundations for students, and deepening the relationship .between theoretical aspects and applied aspects
4. Building communication and communication skills between students of this abilities to hold health specialty and the community by developing their .programs and events for target groups
5. Introducing students of this major to the ethics, principles and foundations of

.the health professions, leading to their commitment to these ethics

3. Program accreditation

nothing

4. Other external influences

.(According to the need of the labor market (need of the Department of Health

Program structure .5

* comments	percentage	Study unit	Number of courses	Program structure
				Enterprise requirements
				College requirements
				Department requirements
				summer training
				Other

.Notes may include whether the course is core or elective *

Program description .6

Credit hours		Name of the course or course	Course or course code	Year/level
practical	theoretical			
3	2	nting Accou Techniques1		
2	2	Preliminary statistics 1		
2	2	Mail and archiving		

		1		First year
0	2	Arabic language1		
2	1	Civil Service Legislation1		
0	1	Human rights1		
0	2	English language 1		
2	1	Calculator principles 1		
3	2	Health systems1		
2	2	Advanced tistics2sta		
2	1	Health documentation2		
2	2	Edit messages2		
2	1	Calculator applications2		
3	1	Health information technology2		
0	1	Baath crimes2		
3	1	Management principles2		
3	2	Hospital accounting2		
3	2	Hospital management		
3	1	Civil service legislation		
2	1	Hospital warehouse management		
2	1	Business correspondence		
2	1	computer applications		
1	1	Professional conduct		
2	2	Community health		
				Second year

0	1	English language	
4	0	Word processing	
1	1	ethics Professional	
2	0	research project	

7. Expected learning outcomes of the programme

knowledge The pain of –A

Managing incoming, outgoing, and secret mail –A1
Ways and methods of mail circulation –A2
Keeping archives –A3
Maintenance of archives –A4
and destruction of archives Deportation –A5
.Use of office equipment, equipment and materials –A6

Skills –B

–1types of theoretical and practical knowledge The best graduates Providing related to the specialty.
y, innovation and innovation Developing the characteristics and skills of creativit –2 for future leaders of health institutions.
Enriching knowledge and contributing to scientific progress in the field of health –3 administration by conducting scientific research in a manner that keeps pace with that field development in.
–4 Meeting the development needs of qualified human resources in the field of . health administration

Teaching and learning strategies .8

Theoretical lectures and the use of modern scientific methods in their –1 .presentation
. esPractical exercis –2
.based illustrations–Computer –3

. Summer training -4

Evaluation methods .9

- Theoretical exam -1
- Practical exam -2
- Oral questions -3
- .Preparing reports -4

education institution .10

Faculty members

Preparing the teaching staff		Special requirements/skill (if any)		Specialization		Scientific rank
lecturer	angel			private	general	
	✓			business management	administration	Zaki Muhammad Abbas
	✓			Biostatic	Biostatic	Muhammad abdulhusain
	✓			Organizational behavior	business management	Khariya abed fadel
	✓			Financial management	business management	Muamal isimJuwa Husain
	✓			Organizational behavior	business management	Asmaa Abdul Wahid Malik
	✓			Microbiology	Biology	M. Nada Ahm Fayrouz
	✓			Microbiology	Biology	M. Riam Wissam Hassan

	✓			Biotechnology	Biology	Marwa Ali Odeh .
	✓			Public international law	Public law	Muhammad Ghattar Dayikh
	✓			Public law	Law	Ahmed Bassem Majeed
	✓			Zoology	Biology	Maysam Hilal Hasan

Professional development

Orienting new faculty members

holding continuing education courses to develop skills, scientific New members are guided by .and practical experiences, and orientation seminars

Professional development for faculty members

tion and prepara to the faculty member in terms of scientific and professional Paying attention –1 continuing his development to keep pace with scientific developments in the field of specialization . and in educational aspects

processes qualification preparation and continuous Development and advancement through –2

.ualifying coursesBy introducing a number of q

.Holding courses on teaching methods –3

.outside the country missions and Providing large numbers of fellowships –4

Acceptance standard .11

.According to the central admission plan

ogramThe most important sources of information about the pr .12

Scientific books –1

.Specialized websites –2

Program development plan .13

.Providing the necessary specializations to cover the curriculum -1

.Paying attention to scientific competencies -2

skills chart Program

e programme Learning outcomes required from th

Value				Skills				Knowledge				Essential or optional	Course Name	Course Code	Year/level
C4	C3	C2	C1	B4	B3	B2	B 1	A4	A3	A2	A 1				
												-Basic specialized	Accounting Techniques1		The first
												-Basic specialized	Preliminary statistics 1		
												-Basic specialized	Mail and archiving 1		
												help	Arabic language1		
												-Basic specialized	Civil Service Legislation1		
												General	Human rights1		
												General	English language 1		
												help	Calculator rinciples 1p		

													-Basic specialized	Health systems1		
													-Basic specialized	Advanced statistics2		
													-Basic specialized	Health documentation2		
													help	Edit messages2		
													help	Calclator applications2		
													-Basic specialized	Health information technology2		
													help	Baath crimes2		
													-Basic specialized	Management principles2		
													-Basic specialized	Hospital accounting2		
													Specialized	Administration pitalshos		

														Specialized	Community health		the second
														Specialized	Service legislation		
														Specialized	Hospital warehouse management		
														help	Research project		
														help	Commercial letters		
														help	computer applications		
														help	Word processing		
														help	Professional behavior		
														help	English		

tionPlease check the boxes corresponding to the individual learning outcomes from the program subject to evalua ●

Course description form

.1 Course Name					
Mail management and electronic archiving					
Course Code .2					
-					
: Semester/Year .3					
the first course -The first stage					
Date this description was prepared .4					
2024/25/3					
Available attendance forms .5					
Daily work					
(study hours (total)/number of units (total Number of .6					
(theoretical + 2 practical = 4 x 15 weeks = 60 hours (study course 2					
(Name of the course administrator (if more than one name is mentioned .7					
dw.khry@etu.edu.iq : Yamiel -Name: A.M.D. Khairiya Abdul Fadl Al					
objectives courseC .8					
student is able to practice outgoing, incoming and confidential mail health institutions procedures, archiving procedures and office work in • •			objectives of the study subject		
Teaching and learning strategies .9					
Continuous enrollment in continuing education courses to - .develop his experiences and skills Change the workplace from time to time so that it does not - .chore and acquires new skills in a new job a become				gyThe strate	
Course structure .10					
Evaluation method	Learning method	Name of the unit or topic	Required earning l outcomes	hours	the week

Oral and written test	Lectures Theory and practical	Mail management - and archiving concept and importance	Creating a general idea about the importance of blogging since the times of its Sumerian, Babylonian, and Assyrian predecessors	4 hours per week	1
l and written Ora test	Theoretical and practical lectures	Objectives and duties of mail and archiving management	Learn how to achieve the mail goals of management and archiving	4 hours per week	2
Oral and written test	Theoretical and practical lectures	Outgoing and incoming mail procedures	Sources of incoming mail and the difference in nature from one facility to another. The state's interest in developing its various facilities in incoming mail and applying it practically. The purpose of registering in the incoming mail register, identifying the specifications of outgoing mail, registering outgoing books in the outgoing register, and	4 hours per week	3

			how to deal with attachments		
Oral and written test	Theoretical and lectures practical	its -Secret mail its -concept importance / procedures	What is meant by the security confidential of information and how to ensure that confidential information is not divulged	4 hours per week	4
Oral and written test	Theoretical and practical lectures	its - Classification and concept methods of - classification its / indexing concept, rules of Arabic and English indexing	Arranging archives building Regardless of the similarities or differences in it to reach it when needed easily and -quickly identifying topics, names of people, or names of places and establishments, as well as determining the final form of the name	4 hours per week	5
Oral and written test	Theoretical and practical lectures	Preservation and its methods of -types preservation, steps and procedures for preservation	Storing documents, papers, and correspondence in a system that ensures their safety and easy access to them	4 hours per week	6
Oral and written	Theoretical and	Practical	Practical	4 hours	7

test	practical lectures	applications	ationsapplic About methods of memorization, alphabetical, numerical, etc and learning how to open files for people, topics, guidance cards, and using the number register and alphabetical indexes	per week	
Oral and written test	Theoretical and practical lectures	types of -Indexes indexes	Application to the general index, the alphabetical subject index, and the alphanumeric name index	4 hours per week	8
Oral and written test	Theoretical and practical lectures	Practical applications	See the types indexes of And how to arrange it in a practical way	4 hours per week	9
Oral and written test	Theoretical and practical lectures	Correspondences thods of and me archiving them	Identifying correct writing methods and official correspondence between departments	4 hours per week	10
Oral and written test	Theoretical and practical lectures	-Alternatives following up on -loaned archives preserving other materials (other	Following the system of for alternatives loaned archives are the cards or	4 hours per week	11

		than (correspondence	files placed by the clerk of the loaned archives		
Oral and written test	Theoretical and practical lectures	mail archived	Learn about the law of destruction and its instructions and the preservation of archives from chemical, atural and n human factors	4 hours per week	12
Oral and written test	Theoretical and practical lectures	Planning and design of archives space	Develop a plan for the location of departments, determine the locations of employees, and ·furniture office machines, and create prieveappro conditions for the work environment	4 hours per week	13
Oral and written test	Theoretical and practical lectures	management workforce, the devices and equipment used in the field of preservation	Characteristics of people working in archives management and practical of application and the devices equipment used	4 hours per week	14
Oral and written test	Theoretical and practical lectures	Modern systems in archiving	Identifying modern archive systems such as electronic archiving and	4 hours per week	15

			sesdataba		
Course evaluation .11					
Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily .s, reports, etcpreparation, daily, oral, monthly, written exam					
Learning and teaching resources .12					
Mail and preservation / Samira Bashir Hesso / Karim Sadiq Hassan 1986			quired textbooks (methodology, if (any		
The reality of preservation and archive systems in Iraq velopment Plan Research SeriesNational De National Center for Consultation and Administrative Development			(Main references (sources		
lectronic journalism and its impact on the concept of qi Journal of Information electronic archiving / Ira Zuhairi / Talal Nazim-Technology Al			Recommended supporting books and references (scientific (...journals, reports		
free encyclopedia on libraries and the 'Index Wikipedia information Wikipedia.org/wiki -Modern methods of managing and organizing archives (Al (or LibrariesYusr Forums f http:alyassr.net/vblshowthread Technical organization of archives http:www.abahe.co.uk/erecutive_and_office_managment_enc Documents and archives management system sacm/student service www.sacm.org/arabic Documents and Archives Center www.mohe.gov.sa/ar/ministry			ectronic references, Internet sites		

description form Course

: Course Name .1
administration Principles of Course Code .2
-
: Semester/Year .3
second course The first stage - the Date this description was prepared .4
2024/25/3
attendance forms Available .5
work Daily
(of study hours (total)/number of units (total Number .6

(weeks = 60 hours (study course theoretical + 3 practical = 4 x 15 1					
(the course administrator (if more than one name is mentioned Name of .7					
asmaa.waheed@atu.edu.iq : Awaheed- name:. M D. Asmaa Abdul Wahed Malik Al the					
objectives Course .8					
study the scientific foundations of management principles and their course aims .practical applications in health sector units				the Objectives study subject	
dent with information about management methods in the Providing the sector's bodies and institutions units present in the Healthy					
Teaching and learning strategies .9					
courses to Continuous enrollment in continuing education- .develop his experiences and skills does not Change the workplace from time to time so that it- .become a chore and acquires new skills in a new job				The strategy	
structure Course .10					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
Oral and written test	Theory and practical Lectures	Scientific introduction to management - its verbal, functional and procedural concept, dimensions of management, nature of administrative activity, conditions of management (its	Creating a general idea about the importance of management, its concept, characteristics and conditions	4 hours per week	1

		pillars) – characteristics of management			
Oral and written test	Theoretical and practical lectures	The importance of and management its development, management and systems introduction, the organization's relationship with its internal and external environment	Learn how to the achieve organization's goals by getting to know its internal and external environment	4 hours per week	2
Oral and written test	Theoretical and practical lectures	The development of organizational thought, classical schools of management (scientific management, bureaucratic administrative (divisions	Identify the stages of management development	4 hours per week	3
Oral and written test	Theoretical and practical lectures	Behavioral schools management (of Maslow's human needs , mature ,personality theory X and Theory Y Theory	The importance of studying human in behavior achieving the organization's goals	4 hours per week	4

Oral and written test	Theoretical and practical lectures	Modern schools of management (systems school) situationism Z theory	contemporary schools in the of development management	4 hours per week	5
Oral and written test	and practical lectures	management jobs	Identify the functions that are exercised at the various administrative levels in the organization: the planning function, the organizing function, the directing function, and the . control function	4 hours per week	6
Oral and written test	and practical lectures	Administrative / planning functions	Identify the concept of planning, its types, importance obstacles, and how to address them	4 hours per week	7
Oral and written test	Theoretical and practical lectures	Organization	Identify the concept of organization, its characteristics and elements	4 hours per week	8
Oral and written test	and practical lectures	Direction leadership,	Identify the concept of guidance and its importance, the	4 hours per	9

		communication	concept of leadership, and the characteristics and importance of communications elements and its	week	
Oral and written test	and practical lectures	decision .Oversight making	Identify the concept of control, its importance, and the concept of the decision-making process, its elements and stages	4 hours per week	10
Oral and written test	and practical lectures	Organization functions	Identify the concept and importance of the organization's functions	4 hours per week	11
Oral and written test	Theoretical and practical lectures	People management, financial management	Learn about human resources management, its importance and elements the concept of financial management	4 hours per week	12
Oral and written test	and practical lectures	The function of in organization health units, types of health organizations, organizational health structure in units	The importance organization of in health units, learning about the types of health organizations, and the organizational structure in	4 hours per week	13

			health units		
Oral and written test	and practical lectures	Foundations of health grouping activities, scope of supervision	Identify the foundations of assembling health systems and identify the scope of supervision and the factors affecting it	4 hours per week	14
Oral and written test	and practical lectures	Administrative levels, centralization and decentralization of authority Responsibility authority and delegation	Identify the administrative levels, centralization and decentralization authority of Responsibility , authority and delegation	4 hours per week	15
Course evaluation .11					
of 100 according to the tasks assigned to the student, such as daily Distribution of the grade out preparation, daily, oral, monthly, written exams, reports, etc					
resources Learning and teaching .12					
			Methodology, if) Required textbooks (any		
of administration Principles trends Modern management concepts and			(Main references (sources		
management And its impact on progressing Electronic performance and achieving goals articles on management in organizations Academic			supporting books Recommended and references (scientific (...journals, reports		
libraries Index from Wikipedia, the free encyclopedia on and information Wikipedia.org/wiki The importance of contemporary management https://www.iasj.net/iasj/pdf/			Internet sites • Electronic references		

Principles of management https://almaaqaal.edu.iq/	
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description form Course

: Name Course .13	
Management principles	
Code Course .14	
-	
: Semester/ Year .15	
The first stage - the second course	
This description was prepared Date .16	
2024/25/3	
attendance forms Available .17	
work Daily	
of study hours (total)/number of units (total) Number .18	
weeks = 60 hours (study course) practical = 4 x 15 3theoretical + 1	
the course administrator (if more than one name is mentioned) Name of .19	
email asmaa.waheed@atu.edu.iq Asmaa Abdulwaheed malik alghnimi Name:	
objectives Course .20	
<p>the course aims to study the scientific foundations of management principles and their practical applications in health sector units. providing the student with information about management methods in the units in the sector's bodies and institutions</p> <p align="center">Healthy</p>	<p align="center">study subject Objectives of the</p>
Teaching and learning strategies .21	
<p>continuous enrollment in continuing education courses to develop his experience and skills. change the workplace from time to time so that it does not become a chore and acquires new skills in a new job.</p>	<p align="center">The strategy</p>
Course structure .22	

Course description form

/ Course Name .23

Civil service legislation	
/ Course Code .24	
Civil service legislation	
/ Semester / academic year .25	
2024/2023	
prepared Date this description was .26	
2024/25/3	
/ Available forms of attendance.27	
Daily work	
(units (total Number of study hours (total)/number of.28	
hours practical and 1 hour theoretical 2	
Name of the course administrator (if more than one name is .29 (mentioned	
aqeel20obedi@gmail.com : Aqeel- Name: Aqeel Obaida Hamza Al ahmed.mageed.idi5@atu.edu.iq :Name: Ahmed Bassem Majeed Email	
objectives Course .30	
<p>the laws governing the job, the General objective: – To familiarize the student with . public employee, and the civil service laws civil service laws in force in Specific goal: To teach the student how to apply the of the administrative units the state institutions and qualify him to work in .Ministry of Health</p>	
<p>history of the emergence of Introducing the student to the .civil service legislation</p> <p>most important general Introducing the student to the .concepts of public employment</p> <p>nature of the legal system for Introducing the student to the .public employment</p> <p>description of the employee’s Introducing the student to the</p>	<p>ectives of the study subject</p>

.relationship with the state methods of selecting a public employee and the characteristics of each .method employee and the characteristics of each most important legal provisions Introducing the student to the .association regarding the termination of a job	
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Teaching and learning strategies .31

available means Using theoretical and practical lectures in addition methods of clarification such as field visits and discussion	The strategy
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Course structure .32

Evaluation method	Learning method	Name of the unit or topic	learning Required outcomes	hours	the week
An oral exam and a daily exam	Lectures theory	historical A overview of Iraqi civil service . legislation	Introducing the student to the historical progression of civil service legislation	3	the first
An oral exam and a daily exam	Lectures theory	concept of The public employment and the definition of the legal system public for employment	student The understands the legal system for public employment and its according to the type prevailing concept of employment	3	the second
An oral exam and a daily exam	Lectures theory	importance of The the legal system for public service	The student understands the studying importance of the legal system	3	third the
An oral exam and a daily exam	Lectures theory	of the Definition public employee legally and according to	the Introducing student to the concept of a public employee in Iraq	3	the fourth

		. jurisprudence			
An oral exam and a daily exam	Lectures theory	Distinctive elements of a . public employee	The student understands the most pillars and important standards that must be met in order for a person to have the status of a public employee	3	Fifth
An oral exam and a daily exam	Lectures theory	nature of the The employee's relationship with the state (contractual (theory	student The determines the description of the employee's relationship with the state, whether it is a central agreement or organizational one, statement along with a of the most correct opinion regarding the .description	3	VI
An oral exam and a daily exam	Theoretical lectures	Organizational theory	student The understands the concept of organizational theory as it represents the prevailing opinion	3	Seventh
An oral exam and a daily exam	Lectures theory	General rules for assuming public positions	The student understands the most general important principles in assuming public office, which are established by the Constitution and laws	3	VIII
An oral exam and a daily exam	Lectures theory	Conditions for assuming public positions	student is aware of The the most important conditions stipulated legislator by the Iraqi that must be met by a person to be granted the status of a public employee	3	Ninth
An oral exam and a	Lectures	Methods of	student The understands the	3	The tenth

daily exam	theory	selecting employees	methods of selecting employees, the of each characteristics method, and the preferred one		
An oral exam and a daily exam	Lectures theory	Methods of selecting employees in Iraq	The student understands the concept of the appointment decision	3	eleventh
An oral exam and a daily exam	Lectures theory	Appointment and conditions	student is The informed of the appointment decision in Iraq	3	twelveth
An oral exam and a daily exam	Lectures theory	and Direct probationary . period	of The student is aware the most important procedural conditions for the validity of the appointment decision	3	Thirteenth
An oral exam and a daily exam	Lectures theory	employee Public duties (positive (duties	The student understands the positive duties imposed on a public employee	3	fourteenth
An oral exam and a daily exam	Lectures theory	of a public Duties employee (passive . (duties	student The understands the negative duties imposed on the public employee	3	Fifteenth
Course evaluation .33					
the tasks assigned to the student, such as daily Distribution of the grade out of 100 according to .monthly, written exams, reports, etc preparation, daily, oral (Practical exam 40 and theoretical exam 60)					
teaching resources Learning and .34					
legislation	Literature on the public job and governing the work of the job		(Required textbooks (methodology, if any		
ervice Law,	Explanations of the Civil planations of the State Employees the Unified Discipline Law, Explanations Retirement Law		(Main references (sources		
cumstances in	Theories of emergency Egyptian and French jurisprudence		supporting books and Recommended		

	(...references (scientific journals, reports
il service Programs and websites related to laws	Electronic references, Internet sites

Course Description Form

Course Name :	.35
Course Code :	.36
Semester/ Year :	.37
Description Preparation Date:	.38
Available Attendance Forms :	.39
Number of Credit Hours (Total) / Number of Units (Total).	.40
Course administrator's name (mention all, if more than one name)	.41
Name:	
Email:	
Course Objectives	.42
Course Objectives •
 •
 •
Teaching and learning strategies	.43

Strategy					
Course Structure .44					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
Course Evaluation .45					
Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports....etc					
Learning and Teaching Resources .46					
Required textbooks (curricular books , if any)					
Main references (sources)					
Recommended books and references (scientific journals, reports...)					
Electronic References, Websites					

Course description form

Course Name	.47
Human rights and democracy	
Course Code	.48
Human rights and democracy	
Semester/ year	.49
2024-2023	

prepared Date this description was .50					
2024/26/3					
A. Available attendance forms.51					
Daily work					
(units (total Number of study hours (total)/number of.52					
4					
Name of the course administrator (if more than one name is .53 (mentioned					
: Amiel- Name: Al Ghatty millimeter . Muhammad Ghattar mohammed.gdaiek.idi7@atu.edu.iq					
objectives Course .54					
principles and values General objective: The student learns about the .of human rights and democracy learns about continuous awareness of Specific Objective : The student . fundamental freedoms associated with them human rights and the			objectives of the study subject		
Teaching and learning strategies .55					
in addition to the available means Using theoretical and scientific lectures in .method of clarification as well as the discussion					The strategy
Course structure .56					
Evaluation method	Learning method	or Name of the unit topic	learning Required outcomes	hours	the week
Final exam and a An daily exam	Theoretical lectures	Overview of the nature of . human rights	Introducing the student human rights and their .goals	4	the first
Final exam and a An daily exam	Theoretical lectures	Brief Historical on cient rights Man in .civilizations	Introducing the student to the history of law Human in Civilizations Old Especially valley civilization . Mesopotamia	4	the second
Final exam and a An daily exam	Theoretical lectures	The concept of human rights in divine laws and .religions	student will learn The about human rights in	4	the third
	Theoretical				

l exam and a An daily exam	lectures	the concept of human rights in the Middle Ages under the control of the church and feudalism	vine law, with a focus in on human rights . Islamic law . Introducing to human rights in the .Middle Ages	4	fourth
l exam and a An daily exam	Theoretical lectures			4	Fifth
l exam and a An daily exam	Theoretical lectures	doctrines The role of schools and theories in promoting human rights	the student Introducing to human rights in doctrines, schools and .theories	4	VI
l exam and a An daily exam	Theoretical lectures	The importance of 'rights legislation declarations, and .revolutions	student will learn The about rights legislation, declarations, and .revolutions	4	seventh
l exam and a An daily exam	Theoretical lectures	The importance of civil political human rights d economic, social and .cultural human rights	student understands The civil the most important and political human 'rights and economic social and cultural .human rights	4	VIII
l exam and a An daily exam	Theoretical lectures			4	Ninth
l exam and a An daily exam	Theoretical lectures	the importance of the between relationship public freedoms in international conventions and .human rights	the student Introducing to the relationship between human rights and public freedoms	4	the tenth
l exam and a An daily exam	Theoretical lectures	The importance of international recognition .of human rights	student understands The importance of human rights in contemporary .history and modern	4	theistic ten
l exam and a An daily exam	Theoretical lectures	Introducing regional man rights agreements	the student Introducing the concept of regional .recognition of human .rights	4	the second ten
l exam and a An daily exam	Theoretical lectures	The role of non-governmental organizations in promoting human	student learns about The e most important non-governmental organizations and .rights	4	the third ten
l exam and a An daily exam	Theoretical lectures			4	the fourth ten

daily exam	lectures	<p>. rights</p> <p>the importance of human rights in Iraqi constitutions</p> <p>constitutional and legal . human rights</p> <p>The role of non-governmental organizations in promoting human . rights</p> <p>Introducing regional human rights conventions</p>	<p>The student's understanding of human rights in the Iraqi constitutions between .theory and reality</p> <p>the student understands the guarantees of respect human and protection rights at the national constitutional . level guarantees</p> <p>student learns about The most important non-governmental organizations and human .rights</p> <p>the student Introducing the concept of regional human rights .agreements</p>	4	Fifth ten
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Course evaluation .57

the tasks assigned to the student, such as daily Distribution of the grade out of 100 according to .monthly, written exams, reports, etc preparation, daily, oral

teaching resources Learning and .58

(Required textbooks (methodology, if any

	(Main references (sources
	supporting books and Recommended
	(...references (scientific journals, reports
	Electronic references, Internet sites

Course Description Form

Course Name :	.59
Course Code :	.60
Semester/ Year :	.61
Description Preparation Date:	.62
Available Attendance Forms :	.63
Number of Credit Hours (Total) / Number of Units (Total).	.64
Course administrator's name (mention all, if more than one name)	.65
Name:	
Email:	
Course Objectives	.66
Course Objectives	<ul style="list-style-type: none"> <li style="text-align: right; padding-right: 10px;">..... <li style="text-align: right; padding-right: 10px;">..... <li style="text-align: right; padding-right: 10px;">.....

Teaching and learning strategies .67					
Strategy					
Course Structure .68					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
Course Evaluation .69					
Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports.... etc					
Learning and Teaching Resources .70					
Required textbooks (curricular books , if any)					
Main references (sources)					
Recommended books and references (scientific journals, reports...)					
Electronic References, Websites					

Course description form

/ Course Name .71
The crimes of the Baath regime in Iraq
/ Course Code .72
The crimes of the Baath regime in Iraq

/ Semester / academic year .73	
2024/2023	
prepared Date this description was .74	
2024/25/3	
/ Available forms of attendance.75	
Daily work	
(units (total Number of study hours (total)/number of.76	
One hour theoretically	
Name of the course administrator (if more than one name is .77 (mentioned	
<p style="text-align: center;">aqeel20obedi@gmail.com : Aqeel- Name: Aqeel Obaida Hamza Al ahmed.mageed.idi5@atu.edu.iq :Name: Ahmed Bassem Majeed Email</p>	
objectives Course .78	
<p>the crimes committed against General objective: – To familiarize the student with . regime the Iraqi people under the defunct Baathist and brutality of the Baathist Special Objective: To teach the student the extent and mass graves against the Iraqi regime in Iraq and how it committed massacres .people</p>	
<p>history of the emergence of the Introducing the student to the .defunct Baath Party</p> <p>most important crimes Introducing the student to the .committed by the Baathist regime</p> <p>nature of the Baathist regime’s Introducing the student to the .criminal policy</p> <p>description of the crimes Introducing the student to the .committed and their brutality</p> <p>most important mass graves Introducing the student to the .under the Baathist regime</p>	<p>ectives of the study subject</p>

Teaching and learning strategies .79

available means Using theoretical and practical lectures in addition methods of clarification such as field visits and discussion	The strategy
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Course structure .80

Evaluation method	Learning method	Name of the unit or topic	learning Required outcomes	hours	the week
An oral exam and a daily exam	Lectures theory	historical A overview of the origins and . sources of crime	Introducing the student to the definition of in general crime	3	the first
An oral exam and a daily exam	Lectures theory	concept of The crime according to law	student identifies The the types of crimes committed under the Baathist regime	3	the second
An oral exam and a daily exam	Lectures theory	importance of The forming the Supreme Criminal Court	The student's understanding of the of the formation Supreme Iraqi Criminal Court	3	third the
An oral exam and a daily exam	Lectures theory	the Introducing student to the types of psychological and social crimes . committed	the Introducing student to the concept of psychological and social crimes and their effects	3	the fourth
An oral exam and a daily exam	Lectures theory	used by Elements the Ottoman regime in militarizing society	The student understands the most methods of important militarizing society	3	Fifth

An oral exam and a daily exam	Lectures theory	nature and The forms of human rights violations against the Iraqi people	student The understands the description of crimes and images of against the violations Iraqi people	3	VI
An oral exam and a daily exam	Theoretical lectures	Number of massacres and the method of them committing	student learns The about the most horrific massacres	3	Seventh
An oral exam and a daily exam	Lectures theory	International legal rules for the use of weapons	The student learns about the most weapons important seized internationally	3	VIII
An oral exam and a daily exam	Lectures theory	Means of fighting religion and its men Baathist by the regime	student identifies The the most important forms of anti-clericalism from before the Baathist regime	3	Ninth
An oral exam and a daily exam	Lectures theory	The marshes were dried up by the Baathist regime	student noticed The the effects of the crime of draining the marshes	3	The tenth
An oral exam and a daily exam	Lectures theory	Methods of using weapons and destruction in the of Halabja city	The student understands the Halabja concept of the massacre	3	eleventh
An oral exam and a daily exam	Lectures theory	Quality of mass grave	student The understands the definition of mass grave	3	twelveth
An oral exam and a daily exam	Lectures theory	Shaabani The . uprising	The student understands the most important physical characteristics	3	Thirteenth
An oral exam and a daily exam	Lectures theory	of the Effects crime of bulldozing trees (and orchards	The student found out about the crime of bulldozing orchards, trees and crops	3	fourteenth

An oral exam and a daily exam	Lectures theory	of torture Pictures . in illegal prisons	parking in Student prison places	3	Fifteenth
Course evaluation .81					
the tasks assigned to the student, such as daily Distribution of the grade out of 100 according to .monthly, written exams, reports, etc preparation, daily, oral (Nadhar exam in two stages: 30% and 70%)					
teaching resources Learning and .82					
mes of the Baath Party	Literature documenting the		(Required textbooks (methodology, if any		
vironmental crimes of / Hussein Aliwi Nasser the Baath regime in Iraq	ves are a Abbas Attia Al-Quraishi / Mass people under the soil		(Main references (sources		
cupation, Ihsan Hindi / Laws of Military chives of the Iraqi Center for Documentation Crimes at the Abbasid Holy Shrine of Extremist	documenting Programs and websites dedicated the crimes of the Baath Party		supporting books and Recommended (...references (scientific journals, reports		
			Electronic references, Internet sites		

Course Description Form

Course Name :	.83
Course Code :	.84
Semester/ Year :	.85
Description Preparation Date:	.86
Available Attendance Forms :	.87
Number of Credit Hours (Total) / Number of Units (Total).88	

Course administrator's name (mention all, if more than one name) .89					
Name: Email:					
Course Objectives .90					
Course Objectives		<ul style="list-style-type: none"> • • • 			
Teaching and learning strategies .91					
Strategy					
Course Structure .92					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
Course Evaluation .93					
Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports....etc					
Learning and Teaching Resources .94					
Required textbooks (curricular books , if any)					
Main references (sources)					

Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

Course description form

: Course Name .95	
English	
Course Code .96	
-	
: Semester/Year .97	
the first course -The first stage	
Date this description was prepared .98	
2024/25/3	
Available attendance forms .99	
Daily work	
(Number of study hours (total)/number of units (total) .100	
(study courses)30 = weeks 15* theoretical 2	
(Name of the course administrator (if more than one name is mentioned) .101	
raneen.fadel@atu.edu.ig : contact • Muwafaq M.M. Raneen :Name	
objectives Course .102	
learn the basics of the English language Enables the student to grammar, and how to formulate correct sentences • •	jectives of the study subject
Teaching and learning strategies .103	
Continuous enrollment in continuing education courses to - .develop his experiences and skills does not Change the workplace from time to time so that it- .chore and acquires new skills in a new job a become	The strategy

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
Oral and written test	Lectures theory	unit stfir	Create an idea about the basics of the language	2 hours per week	1
Oral and written test	Theoretical lectures	The second unit	the Recognize distinction between auxiliary verbs	2 hours per week	2
Oral and written test	Theoretical lectures	third the 'Alone	Explanation of the simple present tense lesson	2 hours per week	3
Oral and written test	Theoretical lectures	Unit four	the Explain present continuous tense	2 hours per week	4
Oral and written test	Theoretical lectures	fifth unit The	past tense A	2 hours per week	5
Oral and written test	Theoretical lectures	Unit Six	Past continuous	2 hours per week	6
Oral and written test	Theoretical lectures	Seventh unit	of Application audio science	2 hours per week	7
al and written Or test	Theoretical lectures	eighth unit The	Numbers	2 hours per week	8
Oral and written	Theoretical	Unit nine	present The	2	9

test	lectures		tense	hours per week	
Oral and written test	Theoretical and practical lectures	tenth unit The	Past perfect tense	2 hours per week	10
Oral and written test	Theoretical and practical lectures	eleventh unit The	ct past perfe A continuous	2 hours per week	11
Oral and written test	Theoretical and practical lectures	twelfth Alone	Present perfect continuous	2 hours per week	12
Oral and written test	Theoretical and practical lectures	Unit thirteen	main and A sauxiliary verb	2 hours per week	13
Oral and written test	Theoretical and practical lectures	fourteenth The unit	Identifiers	2 hours per week	14
Oral and written test	Theoretical and practical lectures	unit fifteenth The	Comprehension, sound and conversation	2 hours per week	15

Course evaluation .105

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

and teaching resources Learning .106

Head way required textbooks (methodology, if (any

description form Course

: Name Course .107

Mail management and electronic archiving

Code Course .108

-					
: Semester/Year .109					
The first stage - the first course					
This description was prepared Date .110					
2024/25/3					
attendance forms Available .111					
work Daily					
of study hours (total)/number of units (total) Number .112					
objectives Course .113					
.....			•		
.....			•		
Teaching and learning strategies .114					
-			The strategy		
Course structure .115					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
	Lectures			week. week	1
Oral and written test				week. week	2
Oral and written test	Theoretical and practical lectures				3
Oral and written test	Theoretical and practical lectures				4
Oral and written test	Theoretical and practical lectures				5
Oral and written test	Theoretical and practical lectures				6
Oral and written test	Theoretical and practical lectures				7

test	practical lectures				
Oral and written test					8
Oral and written test					9
Oral and written test					10
Oral and written test					11
Oral and written test					12
Oral and written test					13
Oral and written test	Theoretical and practical lectures				14
Oral and written test	Theoretical and practical lectures				15
evaluation Course .116					
.					
Learning and teaching resources .117					
			Main references (sources)		
			supporting books Recommended and references (scientific journals, reports....)		
Index from Wikipedia, the free encyclopedia on libraries and information Wikipedia.org/wiki Modern methods of managing and organizing archives (Al-Libraries) Yusr Forums for http:alyassr.net/vblshowthread Technical organization of archives http:www.abahe.co.uk/erecutive_and_office_managment_enc Documents and archives management system sacm /student service www.sacm.org/arabic Documents and Archives Center			Electronic references, Internet sites		

description form Course d

administrative messages Edit / Course Name				.118
Course Code				.119
Semester/First, first course				.120
2024 : The date this description was prepared				.121
Available forms of attendance/day shift				.122
(Number of study hours (total)/number of units (total				.123
	The total	Practical	Theoretical	
	4	2	2	
Name of the course administrator (if more than one name is (mentioned				.124
suhad.ameer.idi@atu.edu.iq :Ameer - Name: Suhad Abdel Ameer Al				
objectives Course				.125
<p style="text-align: right;">Objectives of the study subject</p> <p>areness, develop their thinking, and direct them to students' raise It aims to .the right path in terms of education and developing their scientific ideas</p>				
Teaching and learning strategies				.126
				The strategy

Evaluation method	Learning method	unit Name of the or topic	Required learning outcomes	hours	the week
Writing English Letters.. Setting out an English Letter.. Exercises	the first the second	Writing English Letters.. Setting out an English Letter.. Exercises	the first the second	Writing English Letters.. Setting out an English Letter.. Exercises	the first the second
Getting a Job, Letters of Application, exercises	the third the fourth Fifth	Getting a Job, Letters of Application, exercises	the third the fourth Fifth	Getting a Job, Letters of Application, exercises	the third the fourth Fifth
Travel, Booking a Hotel, Making Appointments, Exercises	VI	Travel, Booking a Hotel, Making Appointments, Exercises	VI	Travel, Booking a Hotel, Making Appointments, Exercises	VI
Inquiries and offers Inquiries, Replying to Inquiries, Offers of Goods, Exercises	Seventh VIII Ninth	Inquiries and offers Inquiries, Replying to Inquiries, Offers of Goods, Exercises	Seventh VIII Ninth	Inquiries and offers Inquiries, Replying to Inquiries, Offers of Goods, Exercises	Seventh VIII Ninth
Orders, Executing Orders, Complaints, Replying to Complaints, Exercises	The tenth	Orders, Executing Orders, Complaints, Replying to Complaints, Exercises	The tenth	Orders, Executing Orders, Complaints, Replying to Complaints, Exercises	The tenth
Methods of Payments,	eleventh	Methods of Payments,	eleventh	Methods of Payments,	eleventh

Invoicing, Financial Adjustment, Settlements of Accounts, Status Inquiries, Exercises	twelveth Thirteenth	Invoicing, Financial Adjustment, Settlements of Accounts, Status Inquiries, Exercises	twelveth Thirteenth	Invoicing, Financial Adjustment, Settlements of Accounts, Status Inquiries, Exercises	twelveth Thirteenth
Forging Trade, Methods of Payments in Foreign Transactions, Exercises	fourteenth	Forging Trade, Methods of Payments in Foreign Transactions, Exercises	fourteenth	Forging Trade, Methods of Payments in Foreign Transactions, Exercises	fourteenth
In Iraq... Telephone Services, Banking, Secretarial Services, Exercises	Fifteenth	In Iraq... Telephone Services, Banking, Secretarial Services, Exercises	Fifteenth	In Iraq... Telephone Services, Banking, Secretarial Services, Exercises	Fifteenth

Course evaluation .128

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily .ion, daily, oral, monthly, written exams, reports, etcpreparat

Learning and teaching resources .129

Course books	(Required textbooks (methodology, if any
	(Main references (sources
	Recommended supporting books and references (...scientific journals, reports)
Websites	ectronic references, Internet sitesEI

Course description form

Course Name .1
Health documentation
Course Code .2
-

: Semester/Year .3					
second course the -The first stage					
Date this description was prepared .4					
2024/25/3					
Available attendance forms .5					
ly workDai					
(Number of study hours (total)/number of units (total) .6					
(hours (study course 45 = weeks 15 * 3 = applied theoretical + 2 1					
(Name of the course administrator (if more than one name is mentioned) .7					
dw.khry@etu.edu.iq : Yamiel -Name: A.M.D. Khairiya Abdul Fadl Al					
objectives Course .8					
k in the field of medical records management. It Enables the student to also helps to develop skills knowledge necessary to work in a variety of medical records management . positions				objectives of the study subject	
Teaching and learning strategies .9					
<p>Continuous enrollment in continuing education courses to - .develop his experiences and skills</p> <p>Change the workplace from time to time so that it does not - .bchore and acquires new skills in a new jo a become</p>				The strategy	
Course structure .10					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
Oral and written test	Lectures Theory and application	The concept of medical documentation/definition -of the medical record its -its importance objectives	The student will be able to know and document data and information related to the patient and the f importance o this	3 hours per week	1

			documentation		
Oral and written test	Theoretical and practical lectures	History of medical records	The student will be able to learn about the history of medical records	3 hours per week	2
Oral and written test	Theoretical and practical lectures	The concept of the its -medical record purpose and importance in hospitals / and its advantages	The student will be able to know how to record the encounter that occurs between the doctor and the patient and the importance of coding this re in medical records	3 hours per week	3
Oral and written test	Theoretical and practical lectures	Centralization and decentralization in medical record keeping	Knowing there whether is one central department in or hospital the several departments for managing medical records	3 hours per week	4
Oral and written test	Theoretical and practical lectures	Hospital information -type-systems (definition (components	how Learn health information systems are used by ne in everyo health care from patients to doctors to public health officials	3 hours per week	5
Oral and written test	Theoretical and practical lectures	Types of hospitals and hospital administrative organization	The student will be able to classify hospitals rding to acco the criteria of ownership and administrative affiliation	3 hours per week	6
Oral and	Theoretical and	Administrative, social	The student	3	8- 7

written test	practical lectures	and medical information and basic medical forms	will be able to determine the type of administrative, social, and medical information including the patient's name, admission date, and others	hours per week	
Oral and written test	Theoretical and practical lectures	Numbering and archiving of medical records	Know how to number and file medical records according to patient names, discharge numbers, or diagnosis code numbers	3 hours per week	9
Oral and written test	Theoretical and practical lectures	Arranging and reviewing quantitative and qualitative medical records	The student learns about the medical file that is used to review the quality of medical care provided and for other legal matters	3 hours per week	11-10
Oral and written test	Theoretical and practical lectures	Medical statistics	and Identify know the statistical system for the various hospital departments and assist them in implementing and maintaining it	3 hours per week	13-12
Oral and written test	Theoretical and practical lectures	Legal requirements, information technology and their practical and applications in the medical record	The student will understand the that medical record	3 hours per week	14

			is an important legal document that is officially relied upon to indicate the type and nature of services that were provided to the patient while he was in the hospital		
Oral and written test	Theoretical and practical lectures	Sections of the medical record, its duties, design, area and contents	He will learn the about sections of medical records (paper and electronic), the space allocated for the record, and how to ze itorgani	3 hours per week	15

Course evaluation .11

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily .aration, daily, oral, monthly, written exams, reports, etcprep

Learning and teaching resources .12

	/ uired textbooks (methodology, if (any
	(Main references (sources
	Recommended supporting books and references (scientific (...journals, reports
	https://m-quality.net/ c references, Internet sitesElectron

Course description form

Hospital warehouse management : Course name .1

Code Course .2

year second academic /Semester .3

2024 :description was prepared Date this .4

work Daily / attendance Available forms of .5

(Number of study hours (total)/number of units (total) .6

the total	practical	theoretical
3	2	1

.7

: Name of the course administrator .8

dw.mol@atu.edu.iq :Amel - Name: M. Dr.. Muammel Hussein Juwaisim Al

objectives Course .9

course aims to study the scientific foundations of warehouse and **General objective: The**
.and their practical applications in health sector units management procurement

storage to perform Providing the student with information that qualifies him –**Specific objective:**
ment activities in the units and stores located in health sector bodies and institutions, and procur
cluding the provision of materials, equipment and devices at the appropriate time and place and
.in an economical manner in normal and emergency situations

strategyThe st

Course structure .10

valuation	Learning	Name of the unit or	Required learning	hours	the week
-----------	----------	---------------------	-------------------	-------	----------

method	method	topic	outcomes		
Oral and written tests	Lectures theory	f the The concept o importance of warehouses and general concepts / the importance of storage and its purposes in the national economy, in production facilities, .and in health facilities	Learn about warehouses, how to manage them, and know the concepts related to the storage process	2	the first
Oral and written tests	Lectures theory	Store management functions / Store management position in the organizational structure	Learn about the function of ceiving, re inspecting, dispensing and monitoring inventory	2	the second
Oral and written tests	Lectures theory	The relationship of warehouse management with / departments other warehouse as an management independent .department	Identify the relationship between warehouse management and e rest of the th departments, whether independent or subordinate	2	the third
Oral and written tests	Lectures theory	Duties, responsibilities and functions of warehouse management warehouse manager /) warehouse supervisor	Learn about the bilities and responsi of the duties warehouse manager/warehouse supervisor/head of the inspection and	2	the fourth

		head of the / inspection and receipt .sion)...etcdivi	receipt division		
Oral and written test	Lectures theory	and Centralization in decentralization .storage	The importance of centralization and decentralization and the factors influencing the choice of each of them	2	Fifth
Oral and written test	Lectures theory	Scientific organization of materials inside the warehouse (stock description / simplifying and planning materials / distinguishing and classifying materials / coding materials / a materials preparing (guide	in methods Use arranging materials within the store	2	Sixth/seventh
Oral and written test	Lectures theory	buildings Warehouse	Identify the steps that must be followed in successful and effective planning	2	VIII
Oral and written test	Lectures theory	Warehouse equipment/maintaining materials inside the warehouse	Identify the handling of one of the warehouse equipment	2	Ninth
Oral and written test	Lectures heoryt	Warehouse operations management inspection/receipt of)	Identify the operations of his warehouse	2	Tenth/eleventh

			(exchange and return			
Oral and written tests	Lectures theory	Records and storage cards (classification card / automatic registration card / manual registration (card	cards and Types of warehouse records	2	twelveth	
Oral and written tests	Lectures theory	Inventory size planning / estimating the economic batch for purchase / inventory size planning methods using tabular analysis) using graphs / using / mathematical equations / reorder .intpo	nence The importa and benefits of inventory size planning using mathematical methods	2	Thirteenth/fourteenth	
Oral and written tests	Lectures theory	Reserve stock planning/differentiation between training .offers	Learn about the steps of proper planning	2	Fifteenth	
Oral and written tests	Lectures theory	Inventory control inventory / turnover) rate / estimated (budget	The importance of rolinventory cont	2	Sixteenth/seventeenth	
Oral and written tests	Lectures theory	Problems and obstacles of	Identify the problems that storage may face	2	eighteen	

tes		qualitative storage			
Oral and written tests	Lectures theory	Evaluating the performance of the storage function	The necessity of evaluating performance to identify strengths and weaknesses	2	thnineteen
Oral and written tests	Lectures theory	he concept, T importance and objectives of procurement management in the health sector	Learn about the importance and objectives of purchasing management	2	The twentieth
Oral and written tests	Lectures theory	Purchasing management jobs	Knowledge of the most important functions of purchasing management	2	st21
Oral and written tests	Lectures theory	The location of the purchasing department in the organizational structure and its other with relationship departments	Identify the location of the purchasing in the department organizational structure	2	twenty tow
Oral and written tests	Lectures theory	Purchasing strategy	Learn about purchasing strategies	2	twenty third
Oral and written tests	Lectures theory	Internal organization of purchasing management ng and purchasi/ suppliers management	Methods of internal organization of purchasing management	2	–Twenty fifth–fourth/twenty

Oral and written tests	Lectures theory	Centralization and decentralization in purchasing/basic lines in purchasing	Identify the reasons for using centralization and decentralization in purchasing	2	-sixth/twenty-Twenty seventh
Oral and written tests	Lectures theory	Determine the size of the required quantity / purchase in large quantities / purchase in small quantities	Identify the quantities required to purchase according to demand	2	eighth-Twenty
Oral and written tests	Lectures theory	Selection of purchasing sources/supplier selection factors	How to choose purchasing sources and suppliers	2	XXIX
Oral and written tests	Lectures theory	Electronic calculator in the health sector	Learn how to use electronic in the calculators sector health	2	thirty

Course evaluation .11

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

Learning and teaching resources .12

(Required textbooks (methodology, if any

(Main references (sources

Recommended supporting books and references (scientific (...journals, reports

Electronic references, Internet sites

Course description form

systems Health: Course name .1	
: Code .2	
First year :Year /Semester .3	
: 2024: description was prepared Date this .4	
Day shift : of attendance forms .5	
theoretical + 3 2 (Number of study hours (total)/number of units (total .6 Specialized Number of units 10 practical = 5	
if more than one name is) e of the course administratorNam .7 (mentioned	
riyam.hasan@atu.edu.iq : Aymil -Riyam Wissam Hassan Al .Name: M	
objectives Course .8	
<p>Studying the health systems used in Iraq of the worldcompared to some countries o Learn about the referral system, incentives, and medical and health progression laws currently in effect in Iraq Teaching students how to apply the systems and benefit from them when conducting their work in the future</p>	<p>Objectives of the study subject</p>
strategies Teaching and learning .9	
	The strategy

Course structure .10

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
Oral and written test	Lectures Theory and practical	Health concepts, health care, health services, health system components of the basics of the health system wealth, and health being-social well	Creating a general idea about the importance of health, its concepts, health services, health system and its components	5	1
Oral and written test	Lectures Theory and practical	Health care Elements of the administrative model a health care of organization	It is based on the philosophy of primary health care, meaning comprehensiveness and ensuring everyone is covered by access to primary health services	5	2
Oral and written test	Lectures Theory and practical	Administrative model for a health care organization	The health organization is an official body that produces Achieving outputs through goals use and employment of conversion for processes and inputs resources	5	3
Oral and written test	Lectures Theory and practical	health services basic characteristics of the / health service	citizens' Introducing awareness and health guidance The distinctive characteristics of the health service provided by the health service are reflected in the specificity of	5	4

			the services		
Oral and written test	Lectures Theory and practical	Ill cost Economic health	economics Introduction to a modern branch of is Health that economics to examines how apply the tools of health to economics care issues	5	5
Oral and written test	Lectures Theory and practical	health of The impact pressure expenditure	Implementing accurate and detailed mechanisms to review applications from a medical and technical perspective	5	6
Oral and written test	Lectures Theory and practical	Public health interventions	interventions Early to enhance the and physical psychological of children health		7
Oral and written test	Lectures Theory and practical	Reducing socioeconomic disparities	ding dedicated services to P economic groups-low socio	5	8
Oral and written test	Theoretical and practical lectures	The role of medical services in response and satisfaction	The primary goal of health services is to enable all patients to have access to -accessible, high alth carequality he	5	9
Oral and written test	Theoretical and practical lectures	Measuring performance to improve the health system	results expected	5	10
Oral and written test	Theoretical and practical lectures	Investing in health systems	in Investing Best interventions in terms of cost	5	11
Oral and written test	Theoretical and practical lectures	The individual model in health organization the ' management and ' or modelspons the functional model	Review some entries And its characteristics	5	12
Oral and written test	Theoretical and practical	Measuring the environment in ' hospital management the medical behavioral	Review some entries And its characteristics	5	13

	lectures	and the ' approach psychiatry approach			
Oral and written test	Theoretical and practical lectures	Economic problems in the health system	roducing the most important problems Economic	5	14
Oral and written test	Theoretical and practical lectures	Intellectual capital formation	health Definition of knowledge, skills abilities and	5	15
Course evaluation .11					
Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily .ten exams, reports, etcpreparation, daily, oral, monthly, wri					
Learning and teaching resources .12					
th Systems / Samira Bashir Hesso / Karim Sadiq Hassan 1986			(Required textbooks (methodology, if any		
The reality of preservation and archive systems in Iraq f Health Sciences Research SeriesCollege o			(Main references (sources		
k of health information systems and hospitals/Dr. Abdel Ghafour Abdel Fattah			Recommended supporting books and (...references (scientific journals, reports		
ree encyclopedia on libraries Index: Wikipedia, the f and information Wikipedia.org/wiki Modern methods of managing and organizing archives (Yusr Forums for Libraries–Al) http:alyassr.net/vblshowthread			Electronic references, Internet sites		

Course description form

: Course Name .1
Health information technologies
: deCo .2
:Year /Semester .3
year First

: 2024: description was prepared Date this .4

Day shift : of attendance forms .5

theoretical + 3 1 (Number of study hours (total)/number of units (total .6
Specialized Number of units 10 practical = 4

e administratorName of the cours .7

riyam.hasan@atu.edu.iq : Aymil -Riyam Wissam Hassan Al .Name: M

objectives Course .8

Apply the basic functions of public health
. to the analysis of public health problems
The specialty aims to explain the
vailability, acceptability and accessibility a
of health care among different groups of
. the population
Improving the quality or effectiveness of
. health care

Objectives of the study subject

Teaching and learning strategies .9

The strategy

Course structure .10

Evaluation method	Learning method	Name of the unit or topic	ing Required learn outcomes	hours	the week
Oral and written test Oral and written test	Lectures and Theory practical	Introduction to information systems concept and definition	Create a general idea Information about that systems represent the Information nerve related to the provision of health care to a patient is central to all al and health medic	5	1

Oral and written test	Lectures Theory and practical	Components of a health information systems · system medical Electronic records , radiology system and functional investigations	care activities Introducing electronic medical records and how they differ greatly from traditional paper in their records function. Their goal is that they are considered a reference for preserving all patient information, including data and key comprehensive medical information	5	2
Oral and written test	Lectures Theory and practical	· pharmacy system warehouse systems ·	Introducing the role of the pharmacy and warehouse system and its role in all drug recording storage even · data locations, and cilitating the fa possibility of holding sellers accountable	5	3
Oral and written test	Lectures Theory and practical	Appointments and clinics Telehealth services Definition of telemedicine	to organizing Introduction appointments in · outpatient clinics eliminating of file problems transferring · loss and · medical data various types of communications technology	5	4
Oral and written test	Lectures Theory and practical	systems information medical,) administrative, strategic decision (portsup	Learn about its role. It is ient designed to support pat strategic care and provide with the information systems required information. There are many applications for medical information systems, .planning strategic such as And management	5	5
Oral and written test	Lectures Theory and practical	systems information medical,) administrative, strategic decision (support	Learn about its role. It is designed to support patient strategic care and provide with the information systems required information. There are many applications for ·medical information systems	5	6

			.planning strategic such as And management		
Oral and written test	Lectures Theory and practical	ents of a elem Basic health information system	Identify the basic AS for elements Hardware individuals software data		7
Oral and written test	Lectures Theory and practical	Advantages of alth codified he information systems	The health information system contributes to providing comprehensive information about the patient very quickly and with high efficiency	5	8
Oral and written test	tical Theore and practical lectures	Elements of the general plan for the information system	It is concerned with defining the organization's goals, objectives, and priorities, and developing action plans	5	9
Oral and written test	Theoretical and practical lectures	Information system life cycle	Each system contains an information cycle • Systems analysis system design • method selection system design	5	10
Oral and written test	Theoretical and practical slecture	relationship The between information systems performance and Strategic evaluation	These systems provide the data and information to measure necessary and evaluate the organization's performance effectively and accurately	5	11
Oral and written test	Theoretical and practical lectures	Problems and obstacles that limit the efficiency information	the problems Review some of and challenges of the information system	5	12
Oral and written test	Theoretica l and practical lectures	Computerized accounting information systems	its Review some of types and components And its characteristics	5	13
Oral and written test	Theoretica l and practical lectures	Computerized accounting information systems	its Review some of types and components And its characteristics	5	14
al and written Or test	Theoretica l and practical	Indicators referral •Basic system application tools	organized Introducing coordination and cooperation within the health sector from	5	15

	lectures		to the the lowest highest levels		
Course evaluation .11					
Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc					
Learning and teaching resources .12					
th Systems / Samira Bashir Hesso / Karim Sadiq Hassan 1986			(methodology, if any) Required textbooks		
Electronic journalism and its impact on the concept of electronic archiving			(Main references (sources		
k on health information systems and hospitals/Dr. Abdel Ghafour Abdel Fattah			Recommended supporting books and (...eportsreferences (scientific journals, r		
Index from Wikipedia, the free encyclopedia on libraries and information Wikipedia.org/wiki ganizing archives Modern methods of managing and or (Yusr Forums for Libraries-Al) http:alyassr.net/vblshowthread			Electronic references, Internet sites		

Course description form

: Course Name	.130
English	
Course Code	.131
-	
: Semester/Year	.132
the first course -The first stage	
scription was preparedDate this de	.133
2024/25/3	
Available attendance forms	.134
Daily work	
(Number of study hours (total)/number of units (total	.135
(study course)30 = weeks 15* theoretical 2	
(Name of the course administrator (if more than one name is mentioned	.136
raneen.fadel@atu.edu.ig : Ami- Al M. Raneen Muwafaq.M :Name	

objectives Course .137					
n the basics of the English language, It enables the student to grammar, and how to formulate correct sentences			objectives of the study subject • •		
ng strategiesTeaching and learni .138					
Continuous enrollment in continuing education courses to - .develop his experiences and skills Change the workplace from time to time so that it does not - .chore and acquires new skills in a new job a become				The strategy	
Course structure .139					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
Oral and written test	Lectures theory	the first unit	Create an idea about the basics of the language	2 hours per week	1
Oral and written test	Theoretical lectures	The second unit	the Recognize distinction between auxiliary verbs	2 hours per week	2
Oral and written test	Theoretical lectures	the third Alone	Explanation of the simple present tense lesson	2 hours per week	3
Oral and written test	Theoretical lectures	Unit four	the Explain present continuous tense	2 hours per week	4

Oral and written test	Theoretical lectures	fifth unit The	past tense A	2 hours per week	5
Oral and written test	Theoretical lectures	Unit Six	Past continuous	2 hours per week	6
Oral and written test	Theoretical lectures	Seventh unit	of Application audio science	2 hours per week	7
Oral and written test	Theoretical lectures	eighth unit The	Numbers	2 hours per week	8
Oral and written test	al Theoretic lectures	Unit nine	present The tense	2 hours per week	9
Oral and written test	Theoretical and practical lectures	tenth unit The	Past perfect tense	2 hours per week	10
ritten Oral and w test	Theoretical and practical lectures	eleventh unit The	past perfect A continuous	2 hours per week	11
Oral and written test	Theoretical and practical lectures	twelve Unit	Present perfect continuous	2 hours per week	12
Oral and written test	Theoretical and practical lectures	Unit thirteen	Main and auxiliary verbs	2 hours per week	13
Oral and written test	Theoretical and practical lectures	fourteenth The unit	Identifiers	2 urs ho	14

				per week	
Oral and written test	Theoretical and practical lectures	Unit fifteen	Comprehension, sound and conversation	2 hours per week	15
Course evaluation .140					
tribution of the grade out of 100 according to the tasks assigned to the student, such as daily Dist .preparation, daily, oral, monthly, written exams, reports, etc					
Learning and teaching resources .141					
Head way uired textbooks (methodology, if (any					

cription formCourse des

Course Name .1
Computer principles
Course Code .2
Computer principles
Semester/year .3
the first course -The first
:Date this description was prepared .4
2024-26-3
Available attendance forms .5
Daily work
(nits (totalNumber of study hours (total)/number of u .6
3
Name of the course administrator (if more than one name is .7 :(mentioned
Dw.web@atu.edu.iq : email to Nada Jabbar Dubai :Name

objectives Course .8					
<p>will learn about the concept of computers ogyand its terminol</p> <p>will learn about the physical and moral components of the computer</p> <p>will learn to use Microsoft Office programs and its products</p>			<p>Objectives of the study subject</p>		
Teaching and learning strategies .9					
<p>means of Using theoretical and scientific lectures in addition to the availab .clarification as well as the discussion method</p>					<p>The strategy</p>
Course structure .10					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
An oral exam and a daily exam	Theoretical lectures	ction Int -Introduction the concept of the puter, its various terms, development, and types	rn about the concept of computers	1	the first
oral exam and a daily exam	heoretical T lectures	tify the different sical components... ortance, functions,) (types	Identify computer components	1	the second
An oral exam ly and a dai exam	Theoretical lectures	Identifying the intangible components of the computer/their classifications and their importance	Identify the intangible components of the computer	1	the third
An oral exam and a daily exam	Theoretical lectures	Introducing operating systems (their importance, components, and (functions	rn about the operating system	1	the fourth
	retical Theo lectures	-setup -Requirements and operation for Windows	Run windows	1	Fifth

An oral exam and a daily exam	Theoretical lectures	My Identifying the -Computer device icon explaining the contents File - Edit menus of the executing various - .commands	Menus My Computer Execution of - commands	1	VI
	Theoretical lectures	Getting to know the My rest of the Computer icon menus -and commands executing the commands	Menus My Computer Execution of - commands	1	Seventh
An oral exam and a daily exam	Theoretical lectures	My Identify the and its Documents icon contents from the -s and commands menu and implement it	Explanation of the Documents icon	1	VIII
	Theoretical lectures	iconthe Recycle Bin	ing with the Recycle Bin icon	1	Ninth
An oral exam and a daily exam	retical Theo lectures	Recognizing and the Task dealing with Bar	rking with the taskbar	1	The tenth
	Theoretical lectures	Get to know some of the contents of the (Run - Start menu Search - Help & Support)	tify the contents of the ring	1	atheistic ten
An oral exam and a daily exam	Theoretical lectures	Learn about some of the functions of Control Panel - Printer & Faxes	ontrol Panel- Careers Printer& Faxes	1	the second ten
	Theoretical lectures	How to deal with some programs installed within the windows environment through All Program	All Get to know windowProgram	1	the third ten
An oral exam and a daily exam	Theoretical lectures	Microsoft application word	ing to know the face of the Word program	1	the fourth ten
An oral exam and a daily	l Theoretica lectures	Excel application	ing to know the Excel interface	1	ten Fifth

exam					
Course evaluation .11					
Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc					
cesLearning and teaching resour .12					
			(Required textbooks (methodology, if any		
http://www.4shared.com/document/5r_zEuZ-/Learning_Word_2010_in_Arabic_-.html			(Main references (sources		
			Recommended supporting books and		
			(...references (scientific journals, reports		
http://www.4shared.com/document/5r_zEuZ-/Learning_Word_2010_in_Arabic_-.html			Internet sites ,Electronic references		

Course description form

Course Name .1
Computer principles
Course Code .2
Computer principles
Semester/year .3
2024-2023
:Date this description was prepared .4
2024-26-3
Available attendance forms .5
Daily work
(Number of study hours (total)/number of units (total) .6
Total number of hours Number of units 63
Name of the course administrator (if more than one name is .7 :(mentioned
Dw.web@atu.edu.iq : email to Nada Jabbar Dubai :Name

objectives Course .8

will learn about computer applications and their relationship in our lives
 He will learn about some Adobe programs
 He will learn about video editor programs
 office programs He will learn to use Microsoft O

Objectives of the study subject

Teaching and learning strategies .9

The strategy

g theoretical and scientific lectures in addition to the available means of clarification as well as the discussion method

Course structure .10

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
An oral exam and a daily exam	Theoretical lectures	will learn about computer applications and their relationship in our lives	Identify computer applications and their importance in learning	1	the first
oral exam and a daily exam	Theoretical lectures	will learn about computer applications and their relationship in our lives	Identify computer applications and their importance in learning	1	the second
An oral exam and a daily exam	Theoretical lectures	is a Adobe Photoshop raster graphics editor	Adobe Recognizing the Photoshop interface	1	the third
An oral and a exam daily exam	Theoretical lectures	is a Adobe Photoshop raster graphics editor	Recognizing the Adobe Photoshop interface	1	the fourth
	Theoretical lectures	Looseless free video editing software	arn about video editing software	1	Fifth
An oral a exam and daily exam	Theoretical lectures	Continued explanation of the free video editing program	Learn about video editing software	1	VI
	Theoretical lectures	Definition of blogs and what types of electronic blogs	Get to know blogs	1	Seventh

An oral exam and a daily exam	Theoretical lectures	Definition of blogs and what types of electronic blogs	Identify blog pages	1	VIII
	Theoretical lectures	Learn about the importance of the Otherware program	to know the Otherware program	1	nthNi
An oral exam and a daily exam	Theoretical lectures	Learn about the importance of the Otherware program	Otherware program	1	The tenth
	Theoretical lectures	Learn how to operate Excel and its importance	anation of the Excel program	1	atheistic ten
An oral exam and a daily exam	Theoretical lectures	Familiarize yourself with the program interface	anation of the Excel interface	1	the second ten
	Theoretical lectures	Explaining the components of the File menu and how to save the worksheet	to know the File menu	1	the third ten
An oral exam and a daily exam	Theoretical lectures	Explain the home page condition and example of give an designing a table	ntifying tapes in Excel	1	the fourth ten
al exam An o and a daily exam	Theoretical lectures	Design a table and apply some functions addition, highest) degree, lowest (degree	to design a table and mathematical equations	1	ten Fifth
Course evaluation .11					
Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc					
Learning and teaching resources .12					
			(xtbooks (methodology, if anyRequired te		
http://www.4shared.com/document/5r_zEuZ-/Learning_Word_2010_in_Arabic_-.html			(Main references (sources		
			Recommended supporting books and		

	(...references (scientific journals, reports
http://www.4shared.com/document/5r_zEuZ-/Learning_Word_2010_in_Arabic_-.html	Electronic references, Internet sites

Course description form

Arabic Course Name	.142
Course Code	.143
Semester/Year: First semester/first academic year	.144
The date this description was prepared: 3/26/2024	.145
actual attendance forms/Available	.146
Number of study hours (total)/number of units (total)/30 hours	.147
Name of the course administrator (if more than one name is / (mentioned	.148
wassan. Budi@atu.edu.iq :Ami - Name: M. Dr. Wassan Abbas Butti Al	
objectives Course	.149
<p>Identify the most important theories that have been proposed regarding the origin of language -1</p> <p>Acknowledging the importance of correct writing and the accompanying correct reading and proper understanding -2</p> <p>Developing the student's grammatical and linguistic abilities -3</p> <p>Accurate recognition of the correct methods of writing, such as drawing the za of all types and the precise differentiation between some letters, such as the ta'. -4</p>	<p>Objectives of the Ob study subject</p>

<p style="text-align: center;">And the ha, the dha, and the dha now some grammatical rules, which helps to write sentences correctly Getting-5 and with the least possible number of errors</p>					
Teaching and learning strategies					.150
<p style="text-align: center;">Lecture, use of the blackboard, and presentation - (s and educational films Demonstrations (using diagrams, picture - Interactive discussion - self education -</p>				The strategy	
Course structure .151					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
oral test And editorial	Lectures theory	Dictation (es for writing) (hamza g	<p>What is meant by hamzat al ?wasl What is meant by the cu ?hamza ?What is meant by hamza Medium and hamza extremes and their locations</p>	2	the first
oral test And editorial	Lectures theory	Nominative nominatives and its positions	<p>student's knowledge of nominative and accusativ ns and their grammatical signs</p>	2 3 4	the second the third the fourth

					h
oral test editorial And e	Lectures theory	ar and lunar characters	e student understands the ar and lunar letters and their locations	5	Fifth
oral test And editorial	Lectures theory	Parsing and construction of uns, verbs, and letters	at do we mean by the structive and the ?expressed ?What are building signs at are the original and secondary grammatical signs	6 7	VI Seve nth
oral test And editorial	Lectures theory	About the two styles of exclamation and preference	tructing the student to understand the exclamatory superlative methods and their forms With them	8	IIIV
oral test And editorial	Lectures theory	Abrogates of names	make the student understand the names that lified, and it is given this ne because it changes the ng verbally and in meaning	9	Ninth

oral test And editorial	turesLec theory	Conjunctions	student's understanding conjunctions, their meanings and rulings	10	The tenth
oral test And editorial	Lectures theory	Question Tools	familiarizing the student with question letters, their tools, their meanings and their uses	11	eleve nth
oral test And editorial	Lectures theory	unctuation marks And its uses	at do we mean by ?punctuation marks are the types of Wh ?punctuation marks at are the positions of each ?punctuation mark	12	the seco nd ten
oral test And editorial	Lectures theory	Exception tools	derstanding the meaning of exception and its tools and the how to use its tools tence, as well as knowing syntactic movements of excluded and the .excluded from him	13	Thirt eenth
oral test And editorial	Lectures theory	Number and number	student's understanding the rules of number and the counting in order to w nber included in a sentence correctly	14	the four h ten

oral test And editorial	Lectures theory	object	d out the object and define it owing its types and inflectional movements	15	Fifteenth
valuation Course e.152					
Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc					
Learning and teaching resources.153					
			(Required textbooks (methodology, if any		
The Holy Quran Wajeez on the rules of spelling and -Al construction Explanation of Ibn Aqeel Dictation rules			(references (sources Main		
Wajeez in the Arabic language for non-Arabs Specialists			Recommended supporting books and (...references (scientific journals, reports		
There are many websites concerned with the Arabic language, including YouTube and scientific research			Electronic references, Internet sites		

Course description form

Course Name	.13
Human rights and democracy	
Course Code	.14
Semester/year	.15
First year	
Date this description was prepared	.16
2024	
Available attendance forms.17	

Daily work					
(Number of study hours (total)/number of units (total).18					
4					
Name of the course administrator (if more than one name is .19 (mentioned					
: Amiel- Name: Al mohammed.gdaiek.idi7@atu.edu.iq hatar Dayekmillimeter. Muhammad G					
objectives Course .20					
General objective: The student learns about the principles and values of human rights and democracy areness of human The student is exposed to continuous aw :Specific objective rights and the fundamental freedoms associated with them				objectives of the study subject	
Teaching and learning strategies .21					
Using theoretical and scientific lectures in addition to the available means .of clarification as well as the discussion method				The strategy	
se structureCour .22					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week

oral exam and a daily exam	Theoretical lectures	ew of A historical overview of what human rights are	roducing the student human rights and their goals	4	he first
oral exam and a daily exam	Theoretical lectures	historical overview of human rights in ancient civilizations	roducing the student the history of human rights in ancient civilizations, especially the Mesopotamian civilization	4	the second
oral exam and a daily exam	Theoretical lectures	The concept of human rights in divine laws and religions	The student will learn about human rights in divine law, with a focus on human rights in Islamic law	4	he third
oral exam and a daily exam	Theoretical lectures	the concept of human rights in the Middle Ages under the control of the church and feudalism	roducing the student to human rights in the Middle Ages	4	fourth
oral exam and a daily exam	Theoretical lectures	doctrines, role of The schools and theories in promoting human rights	roducing the student to human rights in es, schools and doctrin theories	4	Fifth
and a An oral exam daily exam	Theoretical lectures	The importance of rights legislation declarations, and revolutions	The student will learn about rights legislation, declarations, and revolutions	4	VI
oral exam and a daily exam	Theoretical lectures	The importance of civil political human rights and economic, social and cultural human rights	he student understands the most important and political human rights and economic, social and cultural human rights	4	eventh
oral exam and a daily exam	Theoretical lectures	The importance of the relationship between public freedoms in international conventions and human rights	Introducing the stude to the relationship between human rights and public freedoms	4	VIII
oral exam and a daily exam	Theoretical lectures	The importance of international recognition	he student understands importance of human	4	Ninth
oral exam and a	eoretical Th			4	theistic ten

daily exam	lectures	.of human rights	ights in contemporary .and modern history		the second ten
oral exam and a daily exam	Theoretical lectures	Introducing regional man rights agreements	Introducing the student the concept of regional recognition of human .rights	4	the third ten
l a An oral exam daily exam	Theoretical lectures	-The role of non governmental organizations in ng human promoti .rights	about The student lear the most important non governmental anizations and human .rights	4	fourth ten
oral exam and a daily exam	Theoretical lectures	importance of human rights in Iraqi .constitutions guarantees of respect and protection of onstitutional and legal .human rights	The student's derstanding of human rights in the Iraqi constitutions between .theory and reality The student understands guarantees of respect d protection of human ts at the national righ onstitutional . level guarantees	4	Fifth ten
		-The role of non governmental organizations in promoting human .rights	the student learns about the most important non governmental anizations and human .rights Introducing the student the concept of regional human rights agreements		
		Introducing regional ghts human ri .agreements			

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Course evaluation .23

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

resources Learning and teaching .24

	(Required textbooks (methodology, if any
	(Main references (sources
	Recommended supporting books and (...references (scientific journals, reports
	Electronic references, Internet sites

Course description form

: Course Name .1
administration Principles of
Course Code .2

-					
: Semester/Year .3					
the second course -The first stage					
Date this description was prepared .4					
2024/25/3					
Available attendance forms .5					
Daily work					
(Number of study hours (total)/number of units (total) .6					
(1 = 4 x 15 weeks = 60 hours (study coursetheoretical + 3 practica 1					
(Name of the course administrator (if more than one name is mentioned) .7					
asmaa.waheed@atu.edu.iq :Awaheed - Name: M.D. Asmaa Abdul Wahed Malik Al					
objectives Course .8					
<p>study the scientific foundations of management principles and their practical applications in health sector units</p> <p>providing the student with information about management methods in the units present in the sector's bodies and institutions</p> <p style="text-align: center;">Healthy</p>				<p>Objectives of the study subject</p>	
Teaching and learning strategies .9					
<p>Continuous enrollment in continuing education courses to develop his experiences and skills</p> <p>Change the workplace from time to time so as not to become a routine worker and acquire new skills in a new job</p>				<p>The strategy</p>	
Course structure .10					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
Oral and written test	Theory and practical Lectures	Scientific introduction to its -management	Creating a general idea about the importance of management, its	4 hours per week	1

		<p>verbal, functional and procedural concept, dimensions of management, nature of administrative activity, conditions of management (its –pillars) characteristics of management</p>	<p>concept, characteristics and conditions</p>		
<p>Oral and written test</p>	<p>Theoretical and practical lectures</p>	<p>The importance of management and its development, management and systems introduction, the organization’s relationship with its internal and external environment</p>	<p>Learn how to the achieve organization’s goals by getting to know its internal and external environment</p>	<p>4 hours per week</p>	<p>2</p>
<p>Oral and written test</p>	<p>Theoretical and practical lectures</p>	<p>The development of organizational thought, classical schools of management scientific) .management bureaucratic administrative</p>	<p>Identify the stages of management development</p>	<p>4 hours per week</p>	<p>3</p>

		(divisions			
Oral and written test	Theoretical and practical lectures	Behavioral schools of management (Maslow's human) ure needs, mat personality theory and X Theory Y Theory	The importance of studying human behavior in achieving the organization's goals	4 hours per week	4
Oral and written test	Theoretical and practical lectures	Modern schools of management (systems school) Z (situationism theory	The importance of contemporary schools in the development of management	4 hours per week	5
Oral and written test	Theoretical and practical lectures	management jobs	Identify the are functions that exercised at the various administrative levels in the organization: the planning function, the organizing function, the directing and the .function . control function	4 hours per week	6
Oral and written test	retical and Theo practical lectures	Administrative planning / functions	Identify the concept of planning, its types, importance, obstacles, and how to address	4 hours per week	7

			them		
Oral and written test	Theoretical and practical lectures	Organization	Identify the concept of organization, its characteristics and elements	4 hours per week	8
Oral and written test	Theoretical and practical lectures	Direction, leadership, communication	Identify the concept of guidance and its importance, the concept of leadership, and the characteristics and importance of communications and its elements	4 hours per week	9
Oral and written test	Theoretical and practical lectures	Oversight, decision making	Identify the concept of control, its importance, and the concept of the making -decision process, its elements and stages	4 hours per week	10
Oral and written test	Theoretical and practical lectures	Organization functions	Identify the concept and the importance of organization's functions	4 hours per week	11
Oral and written test	Theoretical and practical lectures	People management financial management	Learn about human resources management, its importance and elements, and the concept of financial management	4 hours per week	12
Oral and written test	Theoretical and practical lectures	tion of The func organization in	The importance of organization	4 hours per	13

		health units, types of health organizations, organizational structure in health units	in health units, learning about the types of health organizations, and the organizational structure in health units	week	
Oral and written test	Theoretical and practical lectures	Foundations of grouping health activities, scope of supervision	Identify the foundations of assembling health systems and identify the scope of supervision and the factors affecting it	4 hours per week	14
Oral and written test	Theoretical and practical lectures	Administrative levels, centralization and decentralization, authority and responsibility, authority and delegation	Identify administrative levels, centralization and decentralization, authority and responsibility, authority and delegation	4 hours per week	15
Course evaluation .11					
Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc					
Learning and teaching resources .12					
			quired textbooks (methodology, if (any		
Principles of administration			(sources) Main references		

Modern management concepts and trends	
Impact on improving and Electronic management performance and achieving goals on management in organizations Academic articles	Recommended supporting books and references (scientific journals, (...reports
Free encyclopedia on libraries and the Index Wikipedia information Wikipedia.org/wiki The importance of contemporary management https://www.iasj.net/iasj/pdf/Management principles https://almaaqal.edu.iq/	Electronic references, Internet sites

Course description form

Course Name .1	
Advanced biostatistics	
Course Code .2	
Semester/year .3	
Second / 2024	
redDate this description was prepa .4	
2024/26/3	
Available attendance forms .5	
Daily attendance according to the lecture schedule (Number of study hours (total)/number of units (total) .6	
hours / 60 units 60	
(Name of the course administrator (if more than one name is mentioned) .7	
: Amil -Hussein and Ahmad Harms Hussein al-ad Abd alName: Muhammm	
objectives Course .8	
<p>Enabling students to obtain knowledge and * introduction to statistics Advanced bio Enabling students to obtain knowledge in use* Statistical laws Enabling students to apply statistical methods in Ena* their graduation research</p>	Objectives of the study subject

Teaching and learning strategies .9

theoretical explanation of the philosophy of statistical laws and the purpose of their use
 problems using practical examples and solutions
 Practical application to solve statistical p

The strategy

Course structure .10

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
Daily exams, daily assessment of student participation, and quarterly exams final exams	Explanation of lectures theory before teaching the subject Using means Teaching and presentation the talk	Statistics and bioAdv	Life tables...its types Its contents and elements the basic	4	1
			Extracting the numbers deaths and survivors and the probability of death	4	2
			Extract the number of years total number of years and average the age	4	3
			Preparation of integrated life table direct and indirect) (method	4	4
			Methods of registering and organizing birth certificates in Iraq, t Foundations of Birth	4	5
			Death registration, contents of the death certificate, conditions medical and application rules	4	6
			The concept of health statistics and the need for them	4	7
			Census of patients, inpatient patients	4	8
			Popular ics...(patients, health units and their statistics), central medical clinics, health centers, surgical operations	4	9

			Statistics of professionals auxiliary health Examination form Laboratory, form endemic diseases seases Transmissible form, measuring infection rate, spread rate, and risk ratio thological condition, duration Stay, statistics Hospitals, bed occupancy rate, method of coding statistical forms Applied cases...preparation Health reports and .research	24	10,11 12,13, 14,15
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evaluationCourse ev .11

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, .daily, oral, monthly, written exams, reports, etc

Learning and teaching resources .12

ogy books/auxiliary booksMethodol	(Required textbooks (methodology, if any
Basic texts prepared by the subject teacher	(Main references (sources
periodicals and scientific journals -Reports	Recommended supporting books and references (....scientific journals, reports)
(International Information Network (Internet	sites Electronic references, Internet

Course description form

/ Course Name .1
The crimes of the Baath regime in Iraq
/ Code Course .2
The crimes of the Baath regime in Iraq
/ year Semester / academic .3
2024/2023

areddescription was prep Date this .4	
2024/25/3	
/ attendance Available forms of .5	
Daily work	
(Number of study hours (total)/number of units (total) .6	
One hour theoretically	
if more than one name is) Name of the course administrator .7 (mentioned	
aqeel20obedi@gmail.com : Aqeel- Name: Aqeel Obaida Hamza Al ahmed.mageed.idi5@atu.edu.iq :Name: Ahmed Bassem Majeed Email	
objectives Course .8	
<p>familiarize the student with the crimes committed against To –General objective: . the Iraqi people under the defunct Baathist regime</p> <p>teach the student the extent and brutality of the Baathist oSpecial Objective: T regime in Iraq and how it committed massacres and mass graves against the Iraqi .people</p>	
<p>Introducing the student to the history of the emergence of the .ath Partydefunct Ba</p> <p>Introducing the student to the most important crimes .committed by the Baathist regime</p> <p>Introducing the student to the nature of the Baathist regime’s .criminal policy</p> <p>Introducing the student to the description of the crimes .rutalitycommitted and their b</p> <p>Introducing the student to the most important mass graves .under the Baathist regime</p>	<p>bjectives of the study subject</p>
Teaching and learning strategies .9	
<p>using theoretical and practical lectures in addition to available means discussion methods of clarification such as field visits and</p>	<p>The strategy</p>

Course structure .10

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
An oral exam and a daily exam	Lectures theory	A historical overview of the and origins . sources of crime	Introducing the student to the definition of crime in general	3	the first
An oral exam and a daily exam	Lectures theory	The concept of crime according to law	The student identifies the types of crimes committed under the Baathist regime	3	the second
An oral exam and a daily exam	Lectures theory	The importance of forming the Supreme Criminal Court	The student's understanding of the formation of the Supreme Iraqi Criminal Court	3	dthe thir
An oral exam and a daily exam	Lectures theory	Introducing the student to the types of psychological and social crimes . committed	Introducing the student to the concept nd of psychological a social crimes and their effects	3	the fourth
An oral exam and a daily exam	Lectures theory	s used by Element the Ottoman regime in militarizing society	The student understands the most important methods of militarizing society	3	Fifth
An oral exam and a daily exam	Lectures theory	The nature and forms of human rights violations against the Iraqi people	The student understands the description of crimes and images of violations against the	3	VI

			Iraqi people		
An oral exam and a daily exam	Theoretical lectures	Number of massacres and the method of committing them	The student learns about the most horrific massacres	3	Seventh
An oral exam and a daily exam	Lectures theory	International legal rules for the use of weapons	dent learns The student learns about the most important weapons seized internationally	3	VIII
An oral exam and a daily exam	Lectures theory	Means of fighting religion and its men by the Baathist regime	The student identifies the most important -forms of anti clericalism from before Baathist regime the	3	Ninth
An oral exam and a daily exam	ecturesL theory	The marshes were dried up by the Baathist regime	The student noticed the effects of the crime of draining the marshes	3	The tenth
An oral exam and a daily exam	Lectures theory	Methods of using weapons and destruction in the city of Halabja	The student understands the concept of the Halabja massacre	3	eleventh
An oral exam and a daily exam	Lectures theory	Quality of mass grave	The student stands the under definition of mass grave	3	twelveth
An oral exam and a daily exam	Lectures theory	The Shaabani . uprising	The student understands the most important physical characteristics	3	Thirteenth
An oral exam and a daily exam	Lectures theory	Effects of the crime of bulldozing trees (and orchards	The student found out about the crime of bulldozing orchards, trees and crops	3	fourteenth
An oral exam and a daily exam	Lectures theory	re Pictures of tortu . in illegal prisons	Student parking in prison places	3	Fifteenth

Course evaluation .11	
Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc (dhar exam in two stages: 30% and 70%Na)	
Learning and teaching resources .12	
erature documenting the crimes of the Baath Party	(Required textbooks (methodology, if any
sssein Aliwi Nasser / Environmental crimes of in Iraq the Baath regime raishi / Mass graves are a -Abbas Attia Al people under the soil	(Main references (sources
an Hindi / Laws of Military Occupation, hives of the Iraqi Center for Documentation Crimes at the Abbasid Holy Shrineof Extremis	Recommended supporting books and (...references (scientific journals, reports
grams and websites dedicated to documenting the crimes of the Baath Party	Electronic references, Internet sites

/ Course Name .1
Civil service legislation
/ Code Course .2
Civil service legislation
/ year icSemester / academ .3
2024/2023
description was prepared Date this .4
2024/25/3
/ attendance Available forms of .5
Daily work
(Number of study hours (total)/number of units (total .6
hours practical and 1 hour theoretical 2

than one name is if more) Name of the course administrator .7 (mentioned					
aqeel20obedi@gmail.com : Aqeel- Name: Aqeel Obaida Hamza Al ahmed.mageed.idi5@atu.edu.iq :Name: Ahmed Bassem Majeed Email					
objectives Course .8					
familiarize the student with the laws governing the job, the To –General objective: . public employee, and the civil service laws the student how to apply the civil service laws in force in Specific goal: To teach administrative units of the state institutions and qualify him to work in the .Ministry of Health					
Introducing the student to the history of the emergence of .civil service legislation			bjectives of the study jectsub		
Introducing the student to the most important general .concepts of public employment					
Introducing the student to the nature of the legal system for .public employment					
Introducing the student to the description of the employee’s .relationship with the state					
Introducing the student to the methods of selecting a public .employee and the characteristics of each method					
visions Introducing the student to the most important legal pro .regarding the termination of a job association					
Teaching and learning strategies .9					
ng theoretical and practical lectures in addition to available means of clarification such as field visits and discussion methods				The strategy	
Course structure .10					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week

An oral exam and a daily exam	Lectures theory	A historical overview of Iraqi civil service . onlegislati	Introducing the student to the historical progression of civil service legislation	3	the first
An oral exam and a daily exam	Lectures theory	The concept of public employment and the definition system of the legal for public employment	The student understands the legal system for public employment and its type according to the prevailing concept of employment	3	the second
An oral exam and a daily exam	Lectures theory	The importance of the legal system for public service	The student understands the importance of studying the legal system	3	the third
An oral exam and a daily exam	Lectures theory	Definition of the public employee legally and according to . jurisprudence	Introducing the student to the concept of a public employee in Iraq	3	the fourth
An oral exam and a daily exam	Lectures theory	Distinctive elements of a . public employee	The student understands the most important pillars and standards that must be met in order for a person to have the status of a public employee	3	Fifth
An oral exam and a daily exam	Lectures theory	The nature of the employee's relationship with the state contractual) (theory	The student determines the description of the employee's relationship with the state, whether it is a central agreement or organizational one, along with a statement	3	VI

			of the most correct opinion regarding the .description		
An oral exam and a daily exam	Theoretical lectures	Organizational theory	The student understands the concept of organizational theory as it represents the prevailing opinion	3	Seventh
An oral exam and a daily exam	Lectures theory	General rules for assuming public positions	The student understands the t important mos general principles in assuming public office, which are established by the Constitution and laws	3	VIII
An oral exam and a daily exam	Lectures theory	Conditions for assuming public positions	The student is aware of the most important tions stipulated condi by the Iraqi legislator that must be met by a person to be granted the status of a public employee	3	Ninth
An oral exam and a daily exam	Lectures theory	Methods of selecting employees	The student understands the electing methods of s employees, the characteristics of each method, and the preferred one	3	The tenth
An oral exam and a daily exam	Lectures theory	Methods of selecting oyees in Iraqempl	The student understands the concept of the appointment decision	3	eleventh
An oral exam and a daily exam	Lectures theory	Appointment and conditions	The student is informed of the appointment decision in Iraq	3	twelveth

An oral exam and a daily exam	Lectures theory	Direct and probationary . period	The student is aware of the most rtant imoportant procedural conditions for the validity of the appointment decision	3	Thirteenth
An oral exam and a daily exam	Lectures theory	Public employee duties (positive d (duties	The student understands the positive duties imposed on a public employee	3	fourteenth
An oral exam and a daily exam	Lectures theory	Duties of a public employee (passive . (duties	The student understands the negative duties imposed on a public employee	3	Fifteenth

evaluation Course .11

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc (Practical exam 40 and theoretical exam 60)

Learning and teaching resources .12

erature on the public job and the legislation governing the work of the job	(quired textbooks (methodology, if anyRe
planations of the Civil Service Law, planations of the State Employees fied Discipline Law, Explanations of the Retirement Law	(Main references (sources
ories of emergency circumstances in Egyptian and French jurisprudence	Recommended supporting books and (...references (scientific journals, reports
be Programs and websites related to civil se laws	Electronic references, Internet sites

Course description form

**Reviewing the performance of higher education institutions
((academic program review))**

Course description

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

Diwaniyah Technical Institute	Educational institution .1						
Health management techniques	University department/center .2						
Hospital management	Course name/code .3						
	Programs in which it is included .4						
Daily work	Available attendance forms .5						
Second academic year	Semester/year .6						
<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">total the</th> <th style="width: 10%;">prac tical</th> <th style="width: 10%;">theore tical</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> </tbody> </table>	total the	prac tical	theore tical	4	2	2	Number of study (total) hours .7
total the	prac tical	theore tical					
4	2	2					
2023	Date this description was prepared .8						
Course objectives .9							
g the student to the administration, departments, and various divisions – : General goal –أ .of health institutions in general and hospitals in particular							
the student to know the most important duties and tasks assigned to :iveSpecific object–ب the various departments and divisions in health institutions .within its administrative structures							

Assessment methods Learning outcomes, teaching, learning and a.10

Knowledge and understanding -A

Understanding the management and distribution of powers in hospitals - -A1

Classification of departments and their responsibilities -A2

Identify the types of organizational structures and their principles of organization -A3

Planning hospitals according to planning principles -A4

Classification of medical and nursing committees and bodies in hospitals -A5

specific skills-Subject -B

Giving the duties and tasks assigned to the departments in health institutions and knowing the empowerment of their managements - B1

Applying administrative organization in health institutions within their administrative structures - B2

Implementing rules and responsibilities in all administrative departments within health institutions - B3

Teaching and learning methods

Delivering theoretical lectures-

Showing movies-

Discussion-

Evaluation methods

An oral test and a written test-

Thinking skills -C

Brainstorming -C1

Explanatory means -C2

Teaching and learning methods

Intellectual questions-

Scientific dialogues -

Evaluation methods

Oral and written test-

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

Speed of receiving information - 1
swer as quickly as possible Give the correct an -2
Apply information accurately and efficiently -3
Ease of transferring information to others -4

Course structure.11

Evaluation method	Teaching method	Name of the unit/course or subject	Required learning outcomes	hours For every week	the week
Oral and written test	Lectures Theory and practical	Historical developments of hospitals	Learn about the history of hospitals, the concepts related to hospitals, and the stages of their development throughout the ages	4	the first
Oral and written test	Lectures Theory and practical	Hospitals' goals and main missions	Learn about the main hospital tasks	4	the second
Oral and written test	Lectures Theory and practical	Classification of hospitals according to the quality of their management and distribution of powers and responsibilities	Know the classification of hospitals, their powers and responsibilities	4	the third
Oral and written test	Lectures Theory and practical	Hospital planning, planning principles and planning stages	Knowledge of planning principles and stages of hospital planning	4	the fourth
Oral and written test	Lectures Theory and practical	The organizational structure of the health sector in Iraq	What is meant by organizational structure and knowledge of its types at the health sector level in Iraq	4	Fifth
Oral and written test	Lectures Theory and practical	Organizational structure in hospital management, types of organizational structures, principles of organizing the organizational structure	Using organizational structures in hospital management and knowing the types used and	4	Sixth/seventh

			the role of each type and its impact on hospitals		
Oral and written test	Lectures Theory and practical	Medical and nursing bodies, types of medical bodies and committees and their responsibilities	Identifying the bodies, their types, and their role in the hospital, as well as the medical committees and their responsibilities	4	VIII
Oral and written test	Lectures Theory and practical	Diagnostic and therapeutic departments in the hospital	Getting to know the diagnostic departments in the hospital, knowing the role of each department, an evaluating the departments in terms of performing the tasks and work of the departments and the specificity of the therapeutic departments	4	Ninth
Oral and written test	Lectures Theory and practical	Outpatient clinic department, its location, importance, management, organization, and personnel	Learn about the operations and work performed by the outpatient clinic, the importance of this clinic, and learn about management and organization Discussion of the factors that determine the size and type of outpatient clinic	4	eleventh
Oral and written test	Lectures Theory and practical	The emergency department, its importance and main duties Pharmacy Department and its duties	Presentation of organizational methods and emergency situations	4	twelfth

			Pharmacy Department, displaying the portant most im duties and administrative units of the Pharmacy Department Examples of the types of medications used and their affiliated units		
Oral and written test	Lectures Theory and practical	Radiology Department and Laboratory Department	Radiology -Department Discussion of methods and techniques used in the Radiology Department Laboratory -Department Drawing the organizational structure and clarifying the most important duties and f the models o department's administrative work procedures	4	Thirteenth / fourteenth
Oral and written test	Lectures Theory and practical	Department of Therapeutic Medicine and Consulting Clinics	Department of Therapeutic Medicine (Physiotherapy)) Clarifying the - procedures, models and ucture of the str department Consulting Clinics -Department applied cases on planning medical and nursing services in the consulting clinic	4	Fifteenth

Oral and written test	Lectures Theory and practical	<p>ogy, Department of Obstetrics and Gynecology, Department of Neuropsychiatric Unit, and Department of Anesthesia and Resuscitation</p> <p>(</p>	<p>The Department of the Anesthesia Department of Obstetrics and Gynecology, and the Department of Neuropsychiatric Unit/Discussion of cases that need to be conducted in the departments with applied cases</p>	4	h/Sixteen seventeenth
Oral and written test	Lectures Theory and practical	<p>Department of Financial and Administrative General Services Unit Affairs</p> <p>ntHotel Services Departme</p>	<p>Identify problems Department of Financial and Administrative Affairs / Discussion of the department's duties and its relationship with other departments that may be encountered, practical examples of public services, and discussion of the department's duties</p>	4	eighteen
Oral and written test	Lectures Theory and practical	<p>Information Systems and Statistics Unit and the Financial Unit</p>	<p>The necessity of evaluating performance to find out examples of patient forms and cases in the hospital</p>	4	nineteenth
Oral and written test	Lectures Theory and practical	<p>The concept, importance and objectives of management in the health procurement sector</p>	<p>Recognizing the importance and objectives of purchasing management, storage purposes, duties</p>	4	The twentieth

			A visit and work to the warehouse and purchasing departments		
Oral and written test	Lectures Theory and practical	Quality Management Department / Hotel Q / Services Department	Quality Management Department/identifying health cases and presenting and discussing applied cases Hotel Services Department / Discussing the department's duties	4	21st
Oral and written test	Lectures Theory and practical	Risks in hospitals	Risks in hospitals presenting applied cases about risks in hospitals	4	twenty two
Oral and written test	Lectures Theory and practical	Evaluating the performance of health institutions	Evaluating the performance of health and institutions discussing and presenting case studies	4	twenty third
Oral and written test	Lectures Theory and practical	Hospital evaluation / effectiveness / case studies to measure effectiveness Hospital evaluation / productivity / case studies to measure productivity Hospital evaluation / efficiency / case studies to measure efficiency	Case studies to measure effectiveness Hospital evaluation / productivity / case studies to measure productivity Hospital evaluation / efficiency / case studies to measure efficiency	4	–Twenty fourth/twenty fifth–
Oral and written test	Lectures Theory and practical	/ Specialized hospitals and their duties	Identifying specialized hospitals, their hospital types, their role in carrying out their duties, and their level of	4	–Twenty sixth/twenty seventh–

			effectiveness in treating and patients making visits to one of the specialized hospitals to view its work more precisely and clearly		
Oral and written test	Lectures Theory and practical	Public relations and its importance in health institutions	Public relations / discussion of applied cases	4	-Twenty eighth
Oral and written test	Lectures Theory and practical	Communications and its relationship in / health institutions	Public relations P functions in health institutions, identifying the relationship of health institutions with society, presenting cases and applying them practically	4	-Twenty nine and nine-thirty

Infrastructure.12

<p>:Sources Course books</p> <p>Dr. Thamer -Health Administration -1 Bakri/ 2002-Yasser Al Management in private hospitals / Zuhair -2 Hanafi Ali 1982 International / Haifa Ayoub Jajawi -3 Information Network 2002 Teaching and learning technology / Dr. -4 Dalal Malhas et al. 2007 Hospital Administration, Dr. Tawfiq -5 Nuseirat / 2006</p>	<p>:Required readings</p> <ul style="list-style-type: none"> Basic texts ■ Course books ■ Other ■
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Special programs and websites	Special requirements (including, for example, workshops, periodicals, software, and (iteswebs
field visits -Vocational training	Social services (including, for example, guest lectures, vocational training, and field (studies

	admissions.13
	Prerequisites
	The smallest number of students
	The largest number of tudentss

Course description form

Reviewing the performance of higher education institutions ((academic program review))

Course description

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

Diwaniyah Technical Institute	Educational institution .14						
Health management techniques	y Universit.15 department/center						
Civil service legislation	Course name/code.16						
Curriculum vocabulary	Programs in which it is .17 included						
Daily work	Available attendance forms.18						
Second academic year	Semester/year.19						
<table border="1"> <thead> <tr> <th>the total</th> <th>prac tical</th> <th>theore tical</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>3</td> <td>1</td> </tr> </tbody> </table>	the total	prac tical	theore tical	4	3	1	Number of study hours.20 (total)
the total	prac tical	theore tical					
4	3	1					
2023	Date this description was .21 prepared						

Course objectives.22

with the laws governing the job, the public employee, and the civil service To –General objective:
. laws

to apply the civil service laws in force in state institutions and qualify him to teach Specific goal: To
. work in the units

.Administrative in the Ministry of Health

Learning outcomes, teaching, learning and assessment methods.23
<p>Understanding Knowledge and unde -A</p> <p>Introducing the student to the history of the emergence of civil service - -A1 .legislation</p> <p>Introducing the student to the most important general concepts of public -A2 .employment</p> <p>public Introducing the student to the nature of the legal system for -A3 .employment</p> <p>Introducing the student to the description of the employee’s relationship -A4 .with the state</p> <p>Introducing the student to the methods of selecting a public employee and -A5</p>

.the characteristics of each method
to the most important legal provisions regarding Introducing the student - A6
.the termination of a job association

specific skills-Subject -B
Determines experience and knowledge of models of legislation related to - B1
.public employment
pply the laws governing public Determines the student's ability to a - B2
.employment
.Determines the student's ability to implement administrative decisions - B3

Teaching and learning methods

Using theoretical and scientific lectures in addition to the available means of -
.as the discussion method clarification as well

Evaluation methods

:Directing oral and written questions to the student through-
.Daily, quarterly and annual exams

Thinking skills -C

Brainstorming -C1
Explanatory means -C2

Teaching and learning methods

and scientific lectures Theoretical -
Field visits to the work reality-

Evaluation methods

Daily, semester and final exams-
Daily activity and attendance -
Summer training form -

General and transferable skills (other skills related to employability and -D
.(al developmentperson
Focus on the most important laws prevailing in the field of public -D1 -D1
.employment
.Review the historical progression of civil service legislation -D2
Learn about the most important general principles in assuming public -D3
.positions
.Identify the latest methods used to achieve the goals -D4

Course structure .24

Evaluation method	Teaching method	Name of the unit/course or subject	Required learning outcomes	hours For every week	the week
An oral exam and a daily exam	Lectures theory	A historical overview of Iraqi civil service legislation	Introducing the student to the historical progression of civil service legislation	4	the first
An oral exam and a daily exam	Lectures theory	The concept of public employment and the definition of the legal system for public employment	The student becomes familiar with the legal system for public employment and becomes aware of the prevailing concept of employment	4	the second
An oral exam and a daily exam	Lectures theory	The importance of the legal system for public service	The student understands the importance of studying the legal system	4	the third
An oral exam and a daily exam	Lectures theory	Defining the public employee legally and according to jurisprudence	Introducing the student to the concept of a public employee in Iraq	4	the fourth
An oral exam and a daily exam	Lectures theory	Distinctive elements of a public employee	The student understands the most important pillars and standards that must be met in order for a person to have the status of a public employee	4	Fifth
An oral exam and a daily exam	Lectures theory	The nature of the employee's relationship with the state (contractual theory)	The student determines the description of the employee's	4	VI

daily exam			relationship with the state, whether it is a central agreement or organizational one, along with a statement of the most correct opinion regarding the .ptiondescri		
An oral exam and a daily exam	Theoretic al lectures	I theoryOrganizational	The student understands the concept of organizational theory as it represents the prevailing opinion	4	Sevent h
An oral exam and a daily exam	uresLect theory	General rules for assuming public positions	The student understands the most important general principles in assuming public office, which are established by the Constitution and laws	4	VIII
An oral exam and a daily exam	Lectures theory	Conditions for assuming public positions	The student is aware of the most important conditions stipulated by the Iraqi legislator that must be met by a person to be granted the status of a public employee	4	Ninth
An oral exam and a daily exam	Lectures theory	Methods of selecting employees	The student understands the methods of selecting employees, the characteristics of each method, and the preferred one	4	The tent
An oral	Lectures	Methods of selecting employees in	The student understands	4	leventh

exam and a daily exam	theory	Iraq	the concept of the appointment decision		
An oral exam and a daily exam	Lectures theory	sAppointment and condition	The student is informed of the appointment decision in Iraq	4	twelve
An oral exam and a daily exam	Lectures theory	.Direct and probationary period	The student is aware of the most important procedural conditions for the validity of the appointment decision	4	Thirteenth
An oral exam and a daily exam	Lectures theory	(Public employee duties (positive duties	The student understands the positive duties imposed on a public employee	4	fourteenth
An oral exam and a daily exam	Lectures theory	Duties of a public employee (passive .(duties	The student understands the negative duties imposed on the public employee	4	Fifteenth
An oral exam and a daily exam	Lectures theory	nts (salary and Public employee rig (allowances	The student understands the most important aspects of the balanced legal system for public employment, represented by employee rights	4	sixteen
An oral exam and a daily exam	Lectures theory	Promotion, job promotion and vacations	The student understands other types of public employee rights	4	seventeenth
An oral exam and a daily exam	Lectures theory	Retirement salary and other material and moral privileges and benefits	ent The student stands on another scope of public employee	4	eighteenth

exam			rights		
An oral exam and a daily exam	Lectures theory	Disciplinary system in public office (disciplinary offense	The student understands the concept of the disciplinary system and concept of the disciplinary and criminal crimes	4	nineteenth
An oral exam and a daily exam	resLecture theory	Disciplinary penalties	The student understands the nature of disciplinary penalties	4	The twentieth
An oral exam and a daily exam	Lectures theory	Disciplinary authorities and procedures for imposing punishment	The student understands the nature of the official authorities authorized to impose punishment and the procedures for imposing it	4	st21
An oral exam and a daily exam	Lectures theory	Hand pull	The student understands the most important standards and controls for the safety and integrity of the administrative investigation	4	twenty two
An oral exam and a daily exam	Lectures theory	Appealing decisions to impose punishment and the historical development of the powers of the (General Discipline Council (abolished	udent The student understands the most important mechanism for eliminating injustice and unfairness in imposing punishment	4	twenty three
An oral exam and a daily exam	Lectures theory	The jurisdictions of the I Court and the Administrative Judicial Court and the Employees Judicial Court	The student understands the nature of the jurisdictions of the administrative judiciary courts and the nature of the decisions issued when	4	twenty four

			considering appeals		
An oral exam and a daily exam	Lectures theory	public Canceling the penalty if the employee obtains letters of thanks and appreciation from the competent authorities	The student's position on the issue of imposing punishment is not eternal, but can be canceled in certain ways	4	th29
An oral exam and a daily exam	Lectures theory	Monitoring, organizing and training the number of employees	The student confirms that the number of employees in official departments is subject to the of supervision the competent authorities	4	-twenty six
An oral exam and a daily exam	Lectures theory	Transferring and returning employees	The student understands the legal provisions regarding transferring and returning employees	4	th27
An oral exam and a daily exam	Lectures theory	Expiration of the job relationship (resignation and death)	The student finds out about cases of expiration of the career of a public employee	4	-Twenty eight
An oral exam and a daily exam	Lectures theory	In the case of abolishing a public job and laying off an employee during the probation period	The student finds other cases of termination of the job bond	4	XXIX
Oral and written test	Lectures theory	Referral to retirement, removal, and dismissal from the job	The student understands the most important legal provisions in a field other than the expiration of the job association	4	thirty

Infrastructure.25

Prescribed books with legal texts related to public office

- :Required readings
- Basic texts ■
 - Course books ■
 - Other ■

Special programs and websites related to legislation and security service laws	Special requirements (including, for example, workshops, periodicals, software, and (websites
Field visits and vocational training	including, for) Social services example, guest lectures, vocational training, and field (studies

	admissions.26
Central admission standards at the Ministry of Higher Education and Scientific Research	Prerequisites
	f The smallest number o students
	The largest number of students

Course description form

Reviewing the performance of higher education institutions ((academic program review))

Course description

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

niyah Technical InstituteDiwa	Educational institution .27
Health management techniques	University .28 department/center
Hospital warehouse management	Course name/code.29

		Programs in which it is included .30						
Daily work		Available attendance forms.31						
Second academic year		Semester/year.32						
	<table border="1"> <thead> <tr> <th>the total</th> <th>prac tical</th> <th>theore tical</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>2</td> <td>1</td> </tr> </tbody> </table>	the total	prac tical	theore tical	3	2	1	study hours Number of.33 (total)
the total	prac tical	theore tical						
3	2	1						
	2023	Date this description was prepared .34						
Course objectives.35								
General objective: The course aims to study the scientific foundations of warehouse and procurement .applications in health sector units their practical								
Procurement to perform Providing the student with information that qualifies him –Specific objective: activities in the units and stores located in health sector bodies and institutions, including the provision of devices at the appropriate time and place and in an economical manner in normal and emergency .situations								

Learning outcomes, teaching, learning and assessment methods.36
Knowledge and understanding -A proceduresStorage p - -A1 Classification, indexing and arranging materials in warehouses -A2 Identify the handling systems in warehouses -A3 How to maintain warehouses and storage -A4 Planning and design of warehouses -A5
specific skills-Subject -B and date of the receipt and disbursement document Give the number - B1 Using symbols in order and classification - B2 Applying indexing rules for stored materials - B3 Use a storage card for easy access to and retrieval of information -B4

	Teaching and learning methods
	Delivering theoretical lectures- Showing movies- Discussion-
	Evaluation methods
	An oral test and a written test-
	Thinking skills -C Brainstorming -C1 Explanatory means -C2
	Teaching and learning methods
	Intellectual questions- fee-
	hodsEvaluation met
	Oral and written test-
General and transferable skills (other skills related to employability and -D (personal development	
Speed of receiving information -D1 -D1	
Give the correct answer as quickly as possible -D2	
and efficiently Apply information accurately -D3	
Ease of transferring information to others -D4	

Course structure.37

Evaluation method	Teaching method	Name of the unit/course or subject	Required learning outcomes	hours For every week	the week
Oral and written test	Lectures theory	The concept of the importance of warehouses and general concepts / the importance of storage and its purposes in the national economy, in .production facilities, and in health facilities	Learn about warehouses, manage how to them, and know the concepts related to the storage process	2	the first
Oral and written test	Lectures theory	Store management functions / Store management position in the organizational structure	Learn about the function of receiving, inspecting, dispensing and monitoring inventory	2	the second
Oral and written test	Lectures theory	The relationship of warehouse management with as warehouse management / departments other .independent department an	Identify the relationship between warehouse management and the rest of the departments, whether independent or subordinate	2	the third
Oral and written test	Lectures theory	Duties, responsibilities and functions of rehouse manager / warehouse management (wa warehouse supervisor / head of the inspection .and receipt division)...etc	Learn about the responsibilities and of the duties warehouse manager/warehouse supervisor/head of the inspection and receipt division	2	the fourth
Oral and written test	Lectures theory	.in storage and decentralization izationCentral	The importance of centralization and decentralization and the factors influencing the choice of each of them	2	Fifth

Oral and written test	Lectures theory	Scientific organization of materials inside the warehouse (stock description / simplifying and materials / distinguishing and classifying planning materials / coding materials / preparing a (materials guide	in methods Use arranging materials within the store	2	Sixth/seventh
Oral and written test	Lectures theory	buildings Warehouse	Identify the steps that must be followed in successful and effective planning	2	VIII
Oral and written test	Lectures theory	Warehouse equipment/maintaining materials inside the warehouse	Identify the handling of warehouse equipment	2	Ninth
Oral and written test	Lectures theory	ons management Warehouse operati (inspection/receipt of exchange and return)	Identify the operations of his warehouse	2	Tenth/eleventh
Oral and written test	resLectu theory	Records and storage cards (classification card / automatic registration card / manual registration (card	cards and Types of warehouse records	2	twelveth
Oral and written test	Lectures theory	Inventory size planning / estimating the economic batch for purchase / inventory size planning r analysis / using graphs / methods (using tabula .using mathematical equations / reorder point	The importance and benefits of inventory size planning using mathematical methods	2	Thirteenth fourteenth/h
Oral and written test	Lectures theory	Reserve stock planning/differentiation between .training offers	Learn about the steps of proper planning	2	Fifteenth
Oral and written test	Lectures theory	Inventory control (inventory / turnover rate / (estimated budget	The importance of inventory control	2	Sixteenth/seventeenth
Oral and written test	Lectures theory	f qualitative storageProblems and obstacles o	Identify the problems that storage may face	2	eighteen
Oral and written test	Lectures theory	Evaluating the performance of the storage function	The necessity of evaluating performance to identify strengths and weaknesses	2	nineteenth

Oral and written test	Lectures theory	The concept, importance and objectives of procurement management in the health sector	Learn about the importance and objectives of purchasing management	2	The twentieth
Oral and written test	Lectures theory	Purchasing management jobs	Knowledge of the most important functions of purchasing management	2	st21
Oral and written test	Lectures theory	The location of the purchasing department in the with relationship organizational structure and its r other departments	Identify the location of the purchasing in the department organizational structure	2	twenty tow
Oral and written test	Lectures theory	Purchasing strategy	Learn about strategies purchasing	2	twenty third
Oral and written test	Lectures theory	management Internal organization of purchasing purchasing and suppliers management/	Methods of internal organization of g purchasin management	2	-Twenty fourth/tw fifth-enty
Oral and written test	Lectures theory	ation and decentralization in Centraliz purchasing/basic lines in purchasing	Identify the reasons for using centralization and decentralization in purchasing	2	-Twenty sixth/twe -nty seventh
Oral and written test	Lectures theory	Determine the size of the required quantity / ities / purchase in small purchase in large quant quantities	Identify the quantities required to purchase according to demand	2	-Twenty eighth
Oral and written test	Lectures theory	Selection of purchasing sources/supplier selection factors	How to choose purchasing sources and suppliers	2	XXIX
Oral and written test	Lectures theory	Electronic calculator in the health sector	Learn how to use calculators ectronice l sector in the health	2	thirty

Infrastructure.38

Course books	:Required readings Basic texts ■ Course books ■ Other ■
Special programs and websites	Special requirements (including, kshops, for example, wor periodicals, software, and (websites
Vocational training	Social services (including, for example, guest lectures, vocational training, and field (studies

admissions.39	
	Prerequisites
	The smallest number of students
	The largest number of students

Course description form

Business correspondence / Course Name .1
Course Code .2
second year /Semester .3
2024 : The date this description was prepared .4
attendance time / Available forms of attendance .5

(hours (total)/number of units (total Number of study .6					
the total		Practical	Theoretical		
3		2	1		
Name of the course administrator (if more than one name is .7 (mentioned					
suhad.ameer.idi@atu.edu.iq :Ameer - Name: Suhad Abdel Ameer Al					
objectives Course .8					
study subject Objectives of the dents' awareness, develop their thinking, and direct them to raise It aims to .the right path in terms of education and developing their scientific ideas					
Teaching and learning strategies .9					
					The strategy
Course structure .10					
Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
Evaluation method	Teaching method	Name of the unit/course or subject	Required learning outcomes	hours	the week
Oral and written test	esLectur theory	Identify the four levels of writing		Two hours	1
Oral and written test	Lectures theory	Examples of messages between friends		Two hours	-2
Oral and written test	Lectures theory	Examples of messages between parents		Two hours	-3

Oral and written test	Lectures theory	"		Two hours	-4
Oral and written test	Lectures theory	Examples of letters for a magazine		Two hours	-5
Oral and written test	Lectures theory	Correcting students' repeated errors		Two hours	-6
Oral and written test	Lectures theory	"		Two hours	-7
Oral and written test	Lectures theory	Rules for writing a letter		Two hour	-8
Oral and written test	Lectures theory	Rules for writing a letter formally		Two hours	-9
Oral and written test	Lectures theory	"		Two hours	10
Oral and written test	Lectures theory	What is written not and what is written		Two hours	-11
Oral and written test	Lectures theory	"		Two hours	-12
Oral and written test	Lectures theory	Study examples of the message		Two hours	13
Oral and written test	Lectures theory	Correcting students' repeated errors		Two hours	14
Oral and	Lectures	"		Two	15

written test	theory			hours	
Oral and written test	Lectures theory	CV and CV		Two hours	16
Oral and written test	Lectures theory	"		Two hours	17
Oral and written test	Lectures theory	The basic step of the plan		Two hours	18
Oral and written test	Lectures theory	What is written and what is not written		Two hours	19
Oral and written test	Lectures theory	"		Two hours	20
Oral and written test	Lectures theory	known -Well examples		Two hours	21
Oral and written test	Lectures theory	"		Two hours	22
Oral and written test	Lectures theory	Examples ready to explain		Two hours	23

Course evaluation .11

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily .oral, monthly, written exams, reports, etc preparation, daily

Learning and teaching resources .12

Course books	(Required textbooks (methodology, if any
	(Main references (sources
	Recommended supporting books and (...references (scientific journals, reports
Websites	ferences, Internet sitesElectronic r

Course description form

Reviewing the performance of higher education institutions (academic program review)

Course description

.The student must be familiar with various calculator applications -

Technical / Diwaniyah	institution Educational inst .40
Health management techniques	University .41 department/center
(Calculator apps(2	Course name/code.42
Curriculum vocabulary	Programs in which it is .43 included
My presence	Available attendance forms.44
the second	Semester/year.45
3	r of study hours Numbe.46 (total)
2018/15/1	Date this description was .47 prepared
Course objectives.48	
To be able to distinguish between the types of software that can be dealt .with	

Learning outcomes, teaching, learning and assessment methods.49

Knowledge and understanding -A
Familiar with calculator applications -A1
-A2
-A3
-A4
-A5
-A6

Subject-specific skills -B
Using a calculator -B1
- B2
- B3
-B4

Teaching and learning methods

Practical and theoretical lectures

Evaluation methods
Written and oral tests

Thinking skills -C
Intellectual questions -C1
Dismantling the calculator -C2

Teaching and learning methods

Lectures
and other

Evaluation methods
Written and oral tests
Reinstall the calculator-

Other skills related to employability and General and transferable skills (other -D
(personal development)
Using the Internet to obtain the latest information -D1

Evaluation method	Teaching method	Name of the unit/course or subject	Required learning outcomes	hours	the week
Oral and written test	Theoretical and practical lectures	<p>networks of concept The the – types theirand</p> <p>– Internet the of concept .on it Turn</p> <p>main the of Description –</p> <p>– components its and screen</p> <p>the to connect to How .Web Wide World</p> <p>of advantage kingTa –</p> <p>such engines search famous .Goggle and Yahoo as</p> <p>search to ways Identify –</p> <p>.information access and for</p>	Familiar with calculator applications	hours 3 per week	the first until the third
Oral and written test	Theoretical and practical lectures	<p>editing the about Learn –</p> <p>the byprovided process</p> <p>data copy to how – program</p> <p>data move or</p> <p>of concept the about Learn</p> <p>mathematical copying</p> <p>the as well as .operations</p> <p>and cells relative of concept</p> <p>cells</p> <p>. Absolute</p> <p>– :width cell Controlling –</p> <p>and style its Changing</p> <p>formatting using by format</p> <p>.tools</p> <p>and charts with Dealing –</p>	Familiar with calculator applicat	hours 3 per week	the fourth until The tenth

		<p>and digital convert to how various into data textual charts the through them of Types learnand Wizard Chart modifications make to how provided revisions the And .program the by or add to how Learn – a on columns or rows delete print to how and page work data .charts or Digital</p>			
Oral and written test	Theoretical and practical lectures	<p>– : program statisticalSPSS program the of concept The .operation its and and data analyze to Steps – of components the identify .screen main the and saving .Entering – of types – data retrieving altering and sorting .data .them or variable a tingInser – andmerging .case .files analyzing . testsnon-parametric</p>	Familiar with calculator applications	hours 3 per week	eleventh until The twentieth
Oral and written test	Theoretical and practical lectures	<p>old the)Body works the under runs that version Windows orDos .(environment the of concept The –</p>	Familiar with calculator applications	hours 3 per week	st21 until The thirtieth

- it run to how - program
 main the recognize - it exit
 it from benefit and screen
 provides it options The
 various the represent
 for systems body human
 sections private and public
 -: as such
 -Muscle- Lymphatic
 Digestive-Skeletal-Nervous
 andSystem-Endocrine
 .others
 provides also system The
 public about information
 narcotic - aid first - health
 substances
 and types their ,(Drugs)
 - them prevent to ways
 athletes affect that wounds
 acquired -
 ncyimmunodeficie
 ,(Aids)
 mouse the with Working -
 and program the through
 the access to how
 and images illustrative
 effect each for explanations
 .body human the On
 printing with Dealing -
 them converting or images
) compression-high the to
 PCX) format in terms of
 size and recognition

See also) topics related On
 or assistance the and (
 the by provided research
 .program
 animation the from Benefit
 the byprovided programs
 .program

Infrastructure.51

Course books	:Required readings Basic texts ■ Course books ■ Other ■
Special programs and websites	Special requirements (including, for example, workshops, periodicals, software, and (websites
Vocational training	Social services (including, for example, guest lectures, al training, and field vocation (studies

admissions.52

	Prerequisites
	The smallest number of students
	The largest number of students

Course description form

**Reviewing the performance of higher education institutions
 ((ewacademic program revi))**

Course description

in organizations in order to human behavior This course deals with the study of for understand this behavior and its causes, and determine appropriate methods individual covering, firstly, the requires controlling and directing it. This including ‘ human behavior in detail and scientific study determinants of Second: Collective . management, motives, personality, learning, values, and trends group dynamics and formation, organizational especially ‘determinants of behavior and methods Finally: skills, abilities. ure and management methodscult to achieve organizational effectiveness, which include Administrative methods . leadership, conflict management, change, and work stress ‘ communications

h Technical InstituteDiwaniya	Educational institution .53
Health management techniques	University .54 department/center
Professional conduct	Course name/code.55
	Programs in which it is .56 included
My presence	Available attendance forms.57
the second	Semester/year.58
heoretical hour + 1 practical hour = 2*30 = 60 t 1 hours	Number of study hours.59 (total)
2023	Date this description was .60 prepared
Course objectives.61	
to necessary the student with the knowledge and skills Providing - business understand the behavior of individuals and groups in . organizations	
Teaching the student how to work to improve the performance of - individuals by identifying and studying the capabilities and capabilities . of individuals and motivating and encouraging them to work	
ironment to Working to create the necessary work conditions and env - achieve efficient performance and studying individuals’ behaviors and	

. how to lead them
and how to resolve them, change management and management -
.organizational development

Learning outcomes, teaching, learning and assessment methods.62

Knowledge and understanding -A
‘Developing the student’s knowledge skills related to employee behavior -A1
. and the best way to change and manage it ‘ the reasons
Developing the student’s ability to deal with conflict between groups, work -2
. and managing change within the organization ‘pressures
with deal and how to communicate Developing the student’s ability to -3
. within organizational structures communication variables affecting

specific skills-Subject -B
- B 1

Teaching and learning methods

.Giving theoretical and practical lectures and discussing them -
.Discussing reports prepared by students -

Evaluation methods

An oral test and a written test -

Thinking skills -C

Brainstorming -C1

Explanatory means -C2

Teaching and learning methods

Intellectual questions-
fee-

Evaluation methods

Oral and written test-

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

-D1

-D2

-D3

-D4

t Headquarters structure.63

Eval uatio n meth od	Teaching method	Name of the unit/course or subject	Required g learnin outcomes	hours	th e w ee k
Oral and writte n test	Lectures theory	Dimensions of behavioral sciences and their importance in management	Knowledge of the concept of behavioral sciences and the rules of professional conduct	1 theoretical hour	1
Oral and writte n test	Lectures theory	Study of human behavior in the organization	Identify the goals and outcomes of organizational behavior		2
Oral and writte n test	Lectures theory	-determinants -an behavior Hum principles	Knowing the meaning, types and characteristics of human behavior		3
Oral and writte n test	Lectures theory	Model of human behavior as an open system	Realizing the importance of studying human behavior		4
Oral and writte n test	Lectures theory	Determinants of an individual's behavior at the work site	Objective interpretation of nd behavior a understanding of influencing factors		5
Oral and writte n test	Lectures theory	Privacy of work in a health organization	Understanding the characteristics of the health institution and its parts		6- 7
Oral and writte n test	Lectures theory	Professional behavior and the importance of studying it	Understanding individual behavior within the organization		8 - 9
Oral and writte n test	Lectures theory	the -Attitudes and values of workers distinctive features of building an individual's personality within society	Understand the definition of trends, ents, their compon and the sources that contribute to their formation		1 0- 1 1
Oral and writte n test	Lectures theory	Motives of human behavior and its impact on the health organization	Know the types of motivation and their characteristics		1 2- 1 3
Oral and	esLectur theory	Personality and its impact on administrative work	Knowing the basic characteristics of		1 4

written test			personality and influencing factors		
Oral and written test	Lectures theory	Collective determinants of human behavior in management	Understand the factors that contribute to shaping collective behavior		15
Oral and written test	Lectures theory	Importance of studying the organization and its basic theories	Understanding organization and theories		16
Oral and written test	Lectures theory	Formal and informal working group	Know the types of groups and their importance		17
Oral and written test	Lectures theory	Health institution or organization	Understanding the parts of features and parts of the health institution		18
Oral and written test	Lectures theory	Organizational determinants of human behavior in management	Knowing the positive and negative influences on employee behavior		19
Oral and written test	Lectures theory	Factors affecting public relations and public communications	Knowing the roles played by public relations in the hospital and the importance of health culture for society		20
Oral and written test	Lectures theory	The importance of performance evaluation and methods for evaluating employee performance	Know the importance of evaluating employee performance and evaluation methods		21
Oral and written test	Lectures theory	The importance of administrative leadership and administrative decision making	Understanding the definition of leadership and modern trends in administrative leadership		22
Oral and written test	Lectures theory	Human behavior and professional the compatibility at work and organization	Understanding human behavior within the organization		23
Oral and written test	Lectures theory	The importance of Media and propaganda comparison -characteristics -concept	Know the importance of media and its characteristics		24
Oral	Lectures	Career guidance	Realizing the		25

and written test	theory		of career importance guidance	5
Oral and written test	Lectures theory	Work analysis and its repercussions on employee behavior	Knowing the impact of work on the behavior of the individual worker	26
Oral and written test	Lectures theory	its origins and -Definition of society theories of the -development emergence of society	e stages Knowing th of society's and the development theories of its emergence	27
Oral and written test	Lectures theory	and the -Social organization characteristics of organizations	Knowledge of the social organization and its isticscharacter	28
Oral and written test	Lectures theory	Social relations and methods of organizing them	Understanding the responsibility of health institutions towards society	29

Infrastructure.64	
Course books	:Required readings Basic texts ▪ Course books ▪ Other ▪
Special programs and websites	Special requirements (including, for example, workshops, periodicals, software, and (websites
Vocational training	Social services (including, for ample, guest lectures, ex vocational training, and field (studies

admissions.65	
	Prerequisites
	The smallest number of students
	The largest number of students

Course description form

**titutions Reviewing the performance of higher education ins
((academic program review))**

Course description

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

Diwaniyah Technical Institute	Educational institution .66						
Health management techniques	University .67 department/center						
Community health	Course name/code.68						
	ograms in which it is Pr.69 included						
Daily work	Available attendance forms.70						
Second academic year	Semester/year.71						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">the total</th> <th style="width: 10%;">prac tical</th> <th style="width: 10%;">theore tical</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> </tbody> </table>	the total	prac tical	theore tical	4	2	2	Number of study hours.72 (total)
the total	prac tical	theore tical					
4	2	2					
2023	Date this description was .73 prepared						
Course objectives.74							
nts v with general health information to enable them to manage work in - :General goal .1 .health institutions							

the student with the general conditions for human health and the – :Specific objective .2
.environment

ing, learning and assessment methods Learning outcomes, teach.75

- Knowledge and understanding -A
- Storage procedures - -A1
- Classification, indexing and arranging materials in warehouses -A2
- Identify the handling systems in warehouses -A3
- How to maintain warehouses and storage -A4
- Planning and design of warehouses -A5

- specific skills-Subject -B
- Give the number and date of the receipt and disbursement document - B1
- Using symbols in order and classification - B2
- Applying indexing rules for stored materials - B3
- or easy access to and retrieval of information Use a storage card f -B4

Teaching and learning methods

- Delivering theoretical lectures-
- Showing movies-
- Discussion-

Evaluation methods

An oral test and a written test-

- Thinking skills -C
- Brainstorming -C1
- Explanatory means -C2

Teaching and learning methods

Intellectual questions-
fee-

Evaluation methods

Oral and written test-

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

Speed of receiving information -D1 -D1
ive the correct answer as quickly as possibleG -D2

Apply information accurately and efficiently -D3

Ease of transferring information to others -D4

Course structure.76

Evaluation method	Teaching method	Name of the unit/course or subject	Required learning outcomes	Hours per week	Week
Oral and written test	Lectures theory	- definition - health - definition - Community health - components of health	Learn about health, its components and health services	2	the first
Oral and written test	Lectures theory	general method of health -meaning -Health statistics death and birth rates (health measures and -research -indicators)	Learn about statistics, department sample collection sources, and survey methods	2	the second
Oral and written test	Lectures theory	-Indicators include the goal of health institutions -disease detection -special preventive measures -patient rehabilitation -disease treatment	Learn how to reach the main goal of health institutions, early detection of diseases and rehabilitation of patients	2	the third
Oral and written test	Lectures theory	World Health Organization - Five public health concepts	Identify the concepts and levels of health and the basic provisions of the World Health Organization	2	the fourth
Oral and written test	Lectures theory	-environmental health -Fields of public health -safe drinking water - components -definition -methods of transmission of diseases through water -treatment methods of water filtration	Learn about the services basic provided by health departments and diseases transmitted through polluted water	2	Fifth
Oral and written test	Lectures theory	Air 2. 1-atmospheric health-Environmental health Ventilation and its methods 3. Sanitation 4. Pesticide -poisoning5. Healthy housing -hygiene -fresh air -mental healthIndividual personal healthy - vaccinations -clothing - harmful habits	the Learn about problem of pollution, environmental factors affecting human health, pesticide poisoning, and	2	Sixth/seventh

		ventilation, its methods and benefits	the elements of healthy housing Learn about individual health, the importance of vaccines in strengthening the body's immunity, harmful habits, and the importance of healthy ventilation		
Oral and written test	Lectures theory	basic benefits of food -definition of food - vitamins -types of healthy foods - healthy nutrition - methods of -diseases transmitted through food - malnutrition and its diseases -preventing diseases	Learn about vitamins, healthy food, and the most food important borne diseases	2	VIII
Oral and written test	Lectures theory	- fields - definition of importance - Health education methods and means	Recognizing the Re importance of health education in spreading health awareness	2	Ninth
Oral and written test	Lectures theory	services provided in the - definition - Rural health health problems in the Iraqi - countryside countryside health - definition - Psychological and mental health health problems (adolescents - general problems in g alcoholic beverages -addiction -and young adults) -drugs, opium and hashish -and their effect on health health problems -what happens to smokers -smoking	Recognition Health services and problems in e Iraqi th countryside health Identify problems for adolescents and young adults	2	Tenth/eleventh
Oral and written test	Lectures theory	common -Psychological and mental health - headaches - hysteria - psychological diseases .ways to prevent them - schizophrenia	Identifying mental illnesses	2	twelfth
Oral and written test	Lectures theory	care for the - factors of aging - definition - Aging health - common diseases in the elderly -elderly -function brain fu -services available to the elderly .symptoms - causes of aging	Identifying factors of aging, ly care, elder and common diseases in the elderly	2	Thirteenth/ fourteenth
		-rehabilitation - definition - Health of the disabled			

		-psychological rehabilitation -physical rehabilitation - vocational rehabilitation -social rehabilitation physical therapy and psychiatry	the Learn about rehabilitation of individuals with disabilities		
Oral and written test	Lectures theory	improving and -importance - Occupational health means -developing the environment in the laboratory protecting the -used in examining the worker's health health care -from accidents in the laboratory worker common diseases among - for injured workers (diseases that result from physical (natural - workers factors	Identifying accidents in the factory and protecting .workers	2	Fifteenth
Oral and written test	Lectures theory	-causes -definition -malaria - Endemic diseases transmission of the -etiology of malaria -symptoms the control of t -life cycle of the vector -disease (disease (surveillance, control and treatment -definition -schistosomiasis -Endemic diseases occurrence of the - methods of transmission -causes incubation period -symptoms of the disease -disease control of the disease -	Identifying malaria, methods of control and con effective treatment Identifying schistosomiasis disease and methods of control and treatment	2	Sixteenth/s eventeenth
Oral and written test	Lectures theory	host -definition -Intestinal worms (hookworms) time of -female laying of eggs -worm life -factor -worm symptoms -worm life cycle -hatching eggs .and treatment -prevention	Hookworm identification and treatment	2	eighteenth
Oral and written test	Lectures theory	the -definition -Xyuri worm -Intestinal worms the time the -the female laying eggs -worm's life rm wo -the life cycle of the worm -eggs hatch .and treatment -prevention -symptoms	the Identifying xyuri worm, worm symptoms, prevention and treatment	2	nineteenth
Oral and written test	Lectures theory	host -definition -Ascaris worm - Intestinal worms -rm life cycle wo -female laying of eggs -factor .prevention and treatment -worm symptoms	the Identifying Ascaris worm, worm symptoms, prevention and treatment	2	The twentieth
Oral and written test	Lectures theory	Infectious and communicable diseases (transmissible -host factor -definition -cholera -s) disease -symptoms of the disease -incubation period .prevention and treatment -methods of transmission	Identifying cholera, its symptoms, and methods of -transmission prevention and treatment	2	st21
Oral and written test	Lectures theory	host -definition -mumps - Transmissible diseases - incubation period of the disease -factor methods of transmission of -Symptoms of the disease .prevention and treatment -the disease	Recognizing -mumps Symptoms of -the disease prevention and	2	twenty two

			.atmentre		
Oral and written test	Lectures theory	causative - definition -polio -Transmissible diseases methods of -symptoms of the disease -agent .prevention and treatment -transmission	tifying Iden polio	2	twenty third
Oral and written test	Lectures theory	-definition -measles - diseases Transmissible symptoms of the -incubation period -causative agent -incubation period of the disease -disease prevention and -complications of the disease .treatment -definition -tuberculosis - Transmissible diseases - incubation period of the disease -nt causative age methods of transmission of -Symptoms of the disease prevention and treatment -the disease	measles Identify	2	-Twenty fourth/twenty fifth-ty
Oral and written test	Lectures theory	red -cells -components -definition -Blood diseases blood -blood cells (their production history) shock and its -blood type -transfusion process .symptoms cardiovascular -its types -Nutritional anemia causes of blood clotting c -types -its causes -diseases general -sources that cause heart diseases - .arteries -its components -the heart -prevention the basic - First aid and civil defense: Learn the contents of the first aid box -principles of first aid .tionsin homes and health institu	blood Identify diseases To get to know Basic principles of first aid	2	-Twenty sixth/twenty seventh y
Oral and written test	Lectures theory	School health program within primary -School health - health care components of -Common diseases among students -school health values -ogram the school health pr training school health -school health education .conducting research in school health -workers	the Learn about school health program within primary care	2	-Twenty eighth
Oral and written test	Lectures theory	maternal -ernal and childhood care: importance Mat pregnant woman -premarital care -health services treatment of symptoms and signs of illness -care full attention to, prevention of, -during pregnancy and treatment of complications and complications of .egnancypr	Recognition Maternal health -services -premarital care pregnant woman care	2	XXIX
Oral and written test	Lectures theory	vital -swine flu -bird flu -AIDS -Other diseases .statistics	some Identify viral diseases and their methods of transmission and treatment	2	thirty

Infrastructure.77

Course books community Health Dr. Talal Yassin Muhammad Assistant Professor	:Required readings Basic texts ■ Course books ■ Other ■
Special programs and websites	Special requirements (including, for example, workshops, periodicals, software, and (websites
Vocational training	cial services (including, for So example, guest lectures, vocational training, and field (studies

	admissions.78
	Prerequisites
	The smallest number of students
	The largest number of students

Course description form

ormance of higher education institutions Reviewing the perf ((academic program review))

Course description

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

Diwaniyah Technical Institute	Educational institution .79
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Health management techniques	University .80 department/center						
Community health	name/code Course.81						
	Programs in which it is .82 included						
Daily work	Available attendance forms.83						
Second academic year	Semester/year.84						
	Number of study hours.85 (total)						
<table border="1"> <thead> <tr> <th>the total</th> <th>prac tical</th> <th>theore tical</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>2</td> <td>2</td> </tr> </tbody> </table>	the total	prac tical	theore tical	4	2	2	
the total	prac tical	theore tical					
4	2	2					
2023	Date this description was .86 prepared						
	Course objectivesCou.87						
Students with general health information to enable them to manage work in - :General goal .3 .health institutions							
the student with the general conditions for human health and the - :Specific objective .4 .environment							

Learning outcomes, teaching, learning and assessment methods.88
<p>Knowledge and understanding -A Storage procedures - -A1 Classification, indexing and arranging materials in warehouses -A2 Identify the handling systems in warehouses -A3 How to maintain warehouses and storage -A4 Planning and design of warehouses -A5</p>
<p>specific skills-Subject -B Give the number and date of the receipt and disbursement document - B1 Using symbols in order and classification - B2 Applying indexing rules for stored materials - B3 Use a storage card for easy access to and retrieval of information -B4</p>

Teaching and learning methods
Delivering theoretical lectures- Showing movies- Discussion-
Evaluation methods
An oral test and a written test-
Thinking skills -C Brainstorm -C1 Explanatory means -C2
Teaching and learning methods
Intellectual questions- free-
Evaluation methods
Oral and written test-
General and transferable skills (other skills related to employability and -D (personal development receiving informationSpeed of re -D1 -D1 Give the correct answer as quickly as possible -D2 Apply information accurately and efficiently -D3 Ease of transferring information to others -D4

Course structure.89

Evaluation method	Teaching method	Course or subject Name of the unit/c	Required learning outcomes	Hours per week	the week
Oral and written test	Lectures theory	- definition - health - definition - Community health .components of health	Learn about health, its components and health services	2	the first
Oral and written test	Lectures theory	general method of health -meaning -Health statistics death and birth rates (health measures and -research (indicators	Learn about statistics departments, sample collection sources, and survey methods	2	the second
Oral and written test	Lectures theory	-Indicators include the goal of health institutions -disease detection -special preventive measures .patient rehabilitation -disease treatment	How to Learn how to reach the main goal of health institutions, early detection of diseases and rehabilitation of patients	2	the third
Oral and written test	Lectures theory	World Health Organization - Five public health concepts	Identify the concepts and levels of health and the basic provisions of the World Health Organization	2	the fourth
Oral and written test	Lectures theory	-environmental health -Fields of public health -safe drinking water - components -definition -other methods of transmission of diseases through water .methods of water filtration	Learn about the basic services provided by health departments and diseases transmitted through polluted water	2	Fifth
Oral and written test	Lectures theory	Air 2. 1-atmospheric health-Environmental health Ventilation and its methods 3. Sanitation 4. Pesticide .housing poisoning5. Healthy -hygiene -fresh air - Individual personal health	Learn about the problem of pollution, environmental factors affecting human health,	2	Sixth/seventh

		healthy - vaccinations -clothing - harmful habits ventilation, its methods and benefits	pesticide poisoning, and the elements of healthy Learn .housing about individual ealth, the h importance of vaccines in strengthening the body's immunity, harmful habits, and the importance of healthy .ventilation		
Oral and written test	Lectures theory	basic benefits of food -definition of food - Definition vitamins -types of healthy foods - healthy nutrition - methods of -diseases transmitted through food - malnutrition and its diseases -preventing diseases	Learn about vitamins, healthy food, and the most -odfo important borne diseases	2	VIII
Oral and written test	Lectures theory	- fields - definition of importance - Health education .methods and means	Recognizing the importance of health education in spreading health awareness	2	Ninth
Oral and written test	Lectures theory	services provided in the - definition - Rural health health problems in the Iraqi - countryside .countryside health - ondefiniti - Psychological and mental health health problems (adolescents - problems in general alcoholic beverages -addiction -and young adults) -drugs, opium and hashish -and their effect on health health problems -what happens to smokers -smoking	Recognition rvices Health se and problems in the Iraqi .countryside health Identify problems for adolescents and young adults	2	Tenth/el eventh
Oral and written test	Lectures theory	common -Psychological and mental health - headaches - hysteria - psychological diseases .ways to prevent them - schizophrenia	Identifying mental illnesses	2	twelveth
Oral and written test	Lectures theory	care for the - factors of aging - definition - Aging health - common diseases in the elderly -elderly -brain function -to the elderly services available .symptoms - causes of aging	e th Identifying factors of aging, elderly care, and common	2	Thirteen th/fourte

Written test		<ul style="list-style-type: none"> -rehabilitation - definition - Health of the disabled -psychological rehabilitation -physical rehabilitation - vocational rehabilitation -social rehabilitation Physical therapy and psychiat 	diseases in the elderly Learn about rehabilitation of individuals with disabilities		teenth
Oral and written test	Lectures theory	<ul style="list-style-type: none"> improving and -importance - Occupational health means -developing the environment in the laboratory protecting the -h used in examining the worker's health health care -worker from accidents in the laboratory common diseases among - for injured workers (diseases that result from physical (natural - workers factors 	Identifying accidents in the factory and protecting workers	2	Fifteenth
Oral and written test	Lectures theory	<ul style="list-style-type: none"> -causes -definition -malaria - Endemic diseases transmission of the -etiology of malaria -symptoms control of the -the vector life cycle of -disease (disease (surveillance, control and treatment -definition -schistosomiasis -Endemic diseases occurrence of the - methods of transmission -causes incubation period -symptoms of the disease -disease control of the disease - 	Identifying malaria, methods of control and effective treatment Identifying schistosomiasis disease and methods of control and treatment	2	Sixteenth/seventeenth
Oral and written test	Lectures theory	<ul style="list-style-type: none"> host -definition -Intestinal worms (hookworms) time of -female laying of eggs -worm life -factor -worm symptoms -worm life cycle -hatching eggs and treatment - prevention 	Hookworm identification and treatment	2	eighteenth
Oral and written test	Lectures theory	<ul style="list-style-type: none"> the -definition -Xyuri worm -Intestinal worms the time the -the female laying eggs -worm's life worm -fe cycle of the worm the li -eggs hatch and treatment -prevention -symptoms 	Identifying xyuri worm, worm symptoms, prevention and treatment	2	nineteenth
Oral and written test	Lectures theory	<ul style="list-style-type: none"> host -definition -Ascaris worm - Intestinal worms -worm life cycle -emale laying of eggs f-factor prevention and treatment -worm symptoms 	Identifying Ascaris worm, worm symptoms, prevention and treatment	2	The twentieth
Oral and written test	Lectures theory	<ul style="list-style-type: none"> es (transmissible Infectious and communicable diseases) -host factor -definition -cholera -diseases) -symptoms of the disease -incubation period prevention and treatment -methods of transmission 	Identifying cholera, its symptoms, and methods of -transmission prevention and treatment	2	21st
Oral and written test	Lectures theory	<ul style="list-style-type: none"> host -definition -mumps - Transmissible diseases - incubation period of the disease -factor methods of transmission of -Symptoms of the disease 	Recognizing mumps Symptoms of	2	twenty

written test		.prevention and treatment -the disease	-ease the disease prevention and treatment		twenty
Oral and written test	Lectures theory	causative - definition -polio -Transmissible diseases methods of -symptoms of the disease -agent .prevention and treatment -transmission	Identifying polio	2	twenty third
Oral and written test	Lectures theory	-definition -measles - Transmissible diseases symptoms of the -incubation period -causative agent -incubation period of the disease -disease prevention and -complications of the disease .treatment -definition d -tuberculosis - Transmissible diseases - incubation period of the disease -causative agent methods of transmission of -Symptoms of the disease prevention and treatment -the disease	measles Identify	2	Twenty fourth/ twenty fifth
Oral and written test	Lectures theory	red -cells -components -definition -Blood diseases blood -blood cells (their production history) shock and its -blood type -transfusion process .symptoms cardiovascular -its types -Nutritional anemia causes of blood clotting -types -its causes - diseases general -sources that cause heart diseases - .arteries -its components -the heart -prevention the basic - First aid and civil defense: Learn the contents of the first aid box -principles of first aid .homes and health institutions in	blood Identify diseases to know To get Basic principles of first aid	2	Twenty sixth/ twenty seventh
Oral and written test	Lectures theory	School health program within primary -School health - health care s of component -Common diseases among students -school health values -the school health program training school health -school health education .conducting research in school health -workers	the Learn about school health program within primary care	2	Twenty eighth
Oral and written test	Lectures theory	maternal -Maternal and childhood care: importance pregnant woman -premarital care -health services treatment of symptoms and signs of illness -care full attention to, prevention of, -during pregnancy s and complications of and treatment of complication .pregnancy	Recognition Maternal health -services - premarital care pregnant woman care	2	XXIX
Oral and written test	Lectures theory	vital -swine flu -bird flu -AIDS -Other diseases .statistics	some Identify viral diseases and their methods of transmission and treatment	2	thirty

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<p>Vocational training</p>	<p>Social services (including, for example, guest lectures, vocational training, and field (studies</p>