

## Course Description Form

### Course Description:-

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

1. Educational institution	<b>Northern Technical University – Hawija Technical College</b>
2. Scientific Department / Center	<b>Department of Banking and Finance Management Techniques</b>
3. Course Name/Code	Banking Operation/ MMT104
Available Attendance Forms	Weekly
5. Semester/Year	Decisions
6. Number of credit hours (total)	45 hours
7. Date of preparation of this description	2024/ 4/ 15
<b>8. Course Objectives</b>	
1- Knowledge of all types of banking operations.	
2. Knowledge of the functions of banks and how to create credit.	
3. Know the financial sources of banks.	
4. Knowing the trade-off between return and risk in banking operations.	
5. Knowledge of local banking operations.	

10.Course Outcomes and Methods of Teaching, Learning and Assessment
<p style="text-align: center;">A- Cognitive objectives</p> <p>A1- Introducing the student to the importance of management principles and how to apply them in practice.</p> <p>A2- Introducing the student to how to invest knowledge to achieve competitive position among business organizations.</p>
<p style="text-align: center;">B - Course Skills Objectives</p> <p>The student uses the cumulative knowledge and knowledge information he has learned and uses these skills to develop ideas that benefit him in creating new businesses that will raise the level of the organization to achieve a competitive position among banking organizations.</p>
Teaching and learning methods
<ol style="list-style-type: none"> <li>1- How to give lectures</li> <li>2- Student Groups</li> <li>3-Workshops</li> <li>4. Reports and Studies</li> </ol>
Evaluation methods
<ol style="list-style-type: none"> <li>1- Giving lectures.</li> <li>2- Use presentations and knowledge maps.</li> <li>3. Preparing reports.</li> </ol>
<p style="text-align: center;">C. Emotional and value goals</p> <p>C1- Developing and enhancing the cognitive skills of students and accustoming them to building their knowledge and benefiting from the knowledge of others in order to achieve their goals or the goals of their organizations.</p>
Teaching and learning methods
<ol style="list-style-type: none"> <li>1- Thinking strategy according to the student's ability</li> <li>2- High thinking skill strategy</li> <li>3. Critical Thinking Strategy in Learning</li> <li>4. Brainstorming</li> </ol>
Evaluation methods
<ol style="list-style-type: none"> <li>1- Exams of all kinds</li> <li>2- Feedback from students</li> <li>3- The way of expressing faces</li> <li>4-Learning Matrix</li> <li>5. Reports and studies</li> </ol>

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

D1- Creating knowledge in the student cumulatively.

D2- Attracting them and benefiting from their knowledge and experience and using it in building their scientific and life career.

## 11. Course Structure

The week	Hours	Required Learning Outcomes	Unit / Subject Name	Method of education	Evaluation method
1	2	Add learning outcomes	The concept of banking operations	Lectures, presentations and reports	Recurring exams, body language and feedback
2	2	Add learning outcomes	A general review of its characteristics, importance and types		
3	2	Add learning outcomes	Banking jobs		
4	2	Add learning outcomes	Creating deposits and credit		
5	2	Add learning outcomes	Internal banking operations		
6	2	Add learning outcomes	Loans and their types		
7	2	Add learning outcomes	Credit and its types		
8	2	Add learning outcomes	Current account and savings account		
9	2	Add learning outcomes	First month exam		
10	2	Add learning outcomes	Credit facilities		
11	2	Add learning outcomes	Electronic banking services		
12	2	Add learning outcomes	Foreign banking operations:		
13	2	Add learning outcomes	Agreements with correspondent banks		
14	2	Add learning outcomes	Documentary Credits		
15	2	Add learning outcomes	Guarantees and letters of guarantee		

## 12. Infrastructure

1 Required textbooks	Approved book: Al-Barzanji, Ahmed Muhammad Saeed (2018), Introduction to Bank Management and Banking Operations, Baghdad, Doctor's House for Administrative and Economic Sciences.
2 Main references (sources)	
Recommended books and references (scientific journals, reports ,....)	Abdullah, Khaled Amin, Al-Tarqil Ismail Ibrahim, (2000), "Managing Local and International Banking Operations"
B Electronic references, websites ....	Any reliable scientific site that deals with the topics of management principles

## 13. Course Development Plan

The material is essential, which requires adherence to the prescribed curriculum.