

Management principles

Module Information			
information Material			
Study			
Module Title	Management principles		Module Delivery
Module Type	Core		☒ Theory ☐ Lecture ☐ Lab ☒ Tutorial ☐ Practical ☐ Seminar
Module Code	TCMM120		
ECTS Credits	9		
SWL (hr/sem)	225		
Module Level	1	Semester of Delivery	1
Administering Department	Business management techniques	College	Hawija Technical College
Module Leader	Mohammed Jawad Ahmed	e-mail	mohammed.j_htc@ntu.edu.iq
Module Leader's Acad. Title	Assistant teacher	Module Leader's Qualification	Master's
Module Tutor		e-mail	
Peer Reviewer Name		e-mail	

Scientific Committee ApprovalDate		Version Number	
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Relation with other Modules			
Relationship with other study subjects			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents	
Course objectives, learning outcomes, and guidance content	
Module Aims	.1 The organization's orientation towards success
Course objectives	.2 Promoting a culture of teamwork, and ensuring the empowerment and motivation of individuals
	.3 Ensuring optimal investment in all available resources within the organization
	.4 Finding new resources that can be utilized, while anticipating and identifying the organization's future needs, and the opportunities through which these needs can be met.

Module Learning Outcomes Learning outcomes for the subject	5. Understanding administrative and organizational functions in business organizations 6. Knowing how to set future goals and how to plan and organize to achieve those goals, in different work environments. 7. ,Understanding how to set up organizational structures .4 define the chain of command and span of control, and determine .authorities and responsibilities 8. Learn ,how to monitor the implementation of the plan .identify deviations, and address them
Indicative Contents Guidelines	To equip students with cognitive skills in the principles of ,management and the development of organizational thought with a particular focus on business administration, in order to qualify them to carry out tasks and responsibilities to work in business organizations.

Learning and Teaching Strategies			
Learning and teaching strategies			
Strategies	,Using diverse methods to present information, such as lectures -1 		

Module Evaluation					
Course Material Assessment					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	6	15% (15)	2,3,4,5,6 8	
	Assignments				
	Projects/lab				
	Report	1	5% (5)	10	
Summative assessment	Midterm Exam	1hr	20% (20)	10	
	Final Exam	3hr	60% (60)	15	
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

Weekly theoretical curriculum

	Material Covered
Week 1	An introduction to management (its nature, its fields, and the contemporary challenges facing management.
Week 2	,The evolution of administrative thought - schools of thought (traditional (humanistic, contemporary.
Week 3	The environment (concept, sources, types, environmental factors affecting (management.
Week 4	Planning (concept, importance, steps, types, obstacles, characteristics of effective (planning.
Week 5	Decision-making (concept, importance, steps, types, obstacles).
Week 6	Administrative organization (concept, principles, steps, types, organizational structure and the bases used in determining the divisions of the organizational (structure in the organization.
Week 7	,Administrative levels and scope of supervision, authority - its sources - its types the relationship between responsibility and authority.
Week 8	Administrative centralization and administrative decentralization, committees and their advantages and factors that help increase the effectiveness of committees.

Week 9	Motivation (motivation and incentives, theories of motives and incentives, types (of incentives.
Week 10	,Leadership (concept, importance, difference between leader and manager (leadership styles and theories.
Week 11	Communication (concept, elements, types, factors affecting the communication (process.
Week 12	Control (concept, steps, control tools and methods, types).
Week 13	,The organization's functions (production management, marketing management (human resources management, financial management.
Week 14	Business ethics (concept, importance, sources, approaches).
Week 15	E-government (concept, objectives, requirements, obstacles)

Learning and Teaching Resources		
Learning and teaching resources		
	Text	Available in the Library?
Required Texts	Management principles College Library	Yes
Recommended Texts		
Websites		

Group	Grade	Appreciation	Marks(%)	Definition
Success Group(50 - 100)	A - Excellent	privilege	90 - 100	Outstanding Performance
	B - Very Good	very good	80 - 89	Above average with some errors
	C - Good	good	70 - 79	Sound work with notable errors
	D Satisfactory	middle	60 - 69	Fair but with major shortcomings
	E Sufficient	acceptable	50 - 59	Work meets minimum criteria
Fail Group(0 – 49)	FX Fail	Sediment (under processing	(45-49)	More work required but credit awarded
	F Fail	Precipitate	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, while a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.