



CIHAN UNIVERSITY-SULAIMANIYA

Course Outline

2023-2024

**Address: Chwarchra-Opposite to Family Mall
Sulaymaniyah City
Kurdistan Region-Iraq
Tel: 07714695656,
email: presidency@sulicihan.edu.krd**

MODULE DESCRIPTION FORM

| Module Information | | | |
|---|-----------------------------|--|---------------------------------|
| Module Title | Principles of Management II | | |
| Module Type | Degree | <input type="checkbox"/> Theory <input type="checkbox"/> Lecture <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar <input type="checkbox"/> Report <input type="checkbox"/> Extra activity | |
| Module Code | CUS72001 | | |
| Language | English | | |
| ECTS Credits : 7 | | | |
| Module Level | | Semester of Delivery | 2 nd Semester |
| Administering Department | Business Administration | College | Administration and Finance |
| Lecturer | Sharoo Nawrooz Fadhil | | |
| Academic Title | Lecturer | Qualification | Msc. In Business Management |
| Module Tutor | Sharoo Nawrooz Fadhil | e-mail | Sharoo.fadhil@sulicihan.edu.krd |
| Peer Reviewer Name | | e-mail | |
| Scientific Committee Approval Date | | Version Number | |
| Cycle of Study | Bachelor | Form of Education | Full time |

| Relation with other Modules | | | |
|-----------------------------|-----|-----------------|--|
| Prerequisite module | N/A | Semester | |
| Co-requisites module | N/A | Semester | |



Department: Business Administration

Discipline:

Stage: 1st stage

| | |
|-------------------------|-----|
| Total Contact Hours: | 66 |
| Total Self Study Hours: | 123 |
| Total No. Hours: | 189 |
| ECTS: | 7 |

| No. of Weeks | Contact Hours | | | Self-Study | | | | | |
|--|---------------|-----------|-----------|------------|-----------|--------------|-----------|---------------|-------------|
| | Theoretical | Practical | G.W | Quiz | Reading | Presentation | Report | Midterm Exam. | Final Exam. |
| 1 st Week (Registration) | 2 | 1 | | - | - | - | - | - | - |
| 2 nd Week | 2 | 1 | 2 | | 2 | | | 15 | 40 |
| 3 rd Week | 2 | 1 | 2 | 3 | 2 | | | | |
| 4 th Week | 2 | 1 | 2 | | 2 | | | | |
| 5 th Week | 2 | 1 | 2 | 5 | 2 | | | | |
| 6 th Week | 2 | 1 | 2 | | 2 | 5 | | | |
| 7 th Week | 2 | 1 | 2 | 5 | 2 | 5 | | | |
| 8 th Week | 2 | 1 | 2 | | 2 | | | | |
| 9 th Week | 2 | 1 | 2 | | 2 | 5 | 5 | | |
| 10 th Week | 2 | 1 | 2 | | 2 | | 5 | | |
| 11 th Week | 2 | 1 | 2 | | 2 | | 5 | | |
| 12 th Week | 2 | 1 | 2 | | 2 | | | | |
| 13 th Week | 2 | 1 | 2 | | 1 | | | | |
| 14 th Week (Final Exam) | 2 | 1 | | | | | | | |
| TOTAL | 28 | 14 | 24 | 15 | 23 | 15 | 15 | =189 | |

Delivery Plan (Weekly Syllabus)

| Material Covered | |
|------------------|---|
| Week 1 | <ul style="list-style-type: none"> Introduction to the semester's materials |
| Week 2 | <ul style="list-style-type: none"> Organization Mission Organization Vision Organization Goals |

| | |
|----------------|--|
| Week 3 | <ul style="list-style-type: none"> • Organization's Management Functions • Planning |
| Week 4 | <ul style="list-style-type: none"> • Organizing • Directing |
| Week 5 | <ul style="list-style-type: none"> • Controlling • Centralization and Decentralization |
| Week 6 | <ul style="list-style-type: none"> • Interpersonal skills • Leadership styles |
| Week 7 | <ul style="list-style-type: none"> • Management Theories |
| Week 8 | Mid-Term Exam - Lecturing |
| Week 9 | <ul style="list-style-type: none"> • Code of conduct |
| Week 10 | <ul style="list-style-type: none"> • Business ethics |
| Week 11 | <ul style="list-style-type: none"> • Business Etiquette |
| Week 12 | <ul style="list-style-type: none"> • Presentations |
| Week 13 | <ul style="list-style-type: none"> • Review week |
| Week 14 | Final Exams |

Module Aims, Learning Outcomes and Indicative Contents

| | |
|--------------------------|--|
| Module Objectives | <p>The Principles of Management course provides a comprehensive understanding of fundamental concepts that underpin effective organizational functioning. Beginning with an overview of management's historical evolution, the course covers key functions such as Planning, Organizing, Staffing, Directing, and Controlling.</p> <p>Students explore the significance of Planning, where goal setting, decision-making, and planning tools are emphasized. The Organizing module focuses on creating efficient structures and outlines principles related to authority, responsibility, and coordination.</p> <p>The course delves into the human side of management with leadership. Directing emphasizes leadership, motivation, communication, and team dynamics. Control mechanisms and their role in ensuring organizational efficiency are explored in the Controlling module.</p> <p>Contemporary Issues in Management highlight global challenges, diversity, ethics, and sustainability. Case studies provide practical applications, bridging theory and real-world scenarios. The course concludes by examining Future Trends in Management, addressing emerging practices and the need for adaptability.</p> |
|--------------------------|--|

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| | <p>In summary, the Principles of Management course equips students with a well-rounded understanding of management principles, preparing them for leadership roles and addressing contemporary challenges in the dynamic business landscape.</p> <p>The module is prepared to give students an understanding of:</p> <ol style="list-style-type: none"> a. the principles of management b. the process of management c. decision making d. organization behavior and culture e. organization structure and design f. leadership g. motivation |
| <p>Module Learning Outcomes</p> | <p>On completion of the module, the student should be able to:</p> <ol style="list-style-type: none"> 1. Demonstrate a basic understanding of management and its history. 2. Understand why management is important. 3. Demonstrate a basic understanding of the functions of management, including planning, organizing, leading, and controlling. 4. Explain the purpose of the organization. 5. Identify kinds of managers, the basic Management Functions, and fundamental management skills. 6. Distinguish between management and leadership. 7. Define & describe the role of decision-making and problem-solving. |

| <p align="center">Learning and Teaching Strategies</p> | |
|---|---|
| <p>Strategies</p> | <p>The strategies to deliver this module can be as follows:</p> <p>Quizzes, homework, assignments, and group work</p> <p>Group discussions and participation</p> <p>Reports and presentations</p> <p>Reading related books and discussing them</p> <p>Debates</p> <p>Games</p> <p>Mid-term exam</p> <p>Final Exam</p> |

| Module Evaluation | | | | | |
|----------------------|-----------------------------|-------------------|------------------|------------|---------------------------|
| Assessment Types | | Time/Number | Weight (Marks) | Week Due | Relevant Learning Outcome |
| Formative assessment | In class lecturing | 42 hrs./ 14 weeks | - | 1-14 weeks | |
| | Quizzes | 15hrs. /3 | 9 | 3,5,7 | |
| | Group works | 24hrs. /3 | 9 | 2,4,6 | |
| | Poster presentation | 15hrs. /1 | 6 | 10 | |
| | Report | 15hrs. /1 | 6 | 12 | |
| | Extra preparation (Reading) | 23 hrs. / Daily | - | Daily | |
| Summative assessment | Midterm Exam | 15 hrs. /1 | 20 | 8 | |
| | Final Exam | 40 hrs. /1 | 50 | 14 | |
| Total assessment | | | 100% (100 Marks) | | |

| Learning and Teaching Resources | | |
|---------------------------------|---|---------------------------|
| | Text | Available in the Library? |
| Required Texts | <ul style="list-style-type: none"> Robbins, S.P. & Coulter, Mary (2014) Management; 11th Ed. New York: Prentice-Hall Publishing Prentice Hall. | |
| Recommended Texts | <ul style="list-style-type: none"> Stephen P. Robbins and Mary Coultar, 2007.Management. 9th ed. Prentice Hall Stephen P. Robbins and Dennis A. Decenzo, 2004.Fundamentals of Management, Essential Concepts and Applications. 4thed. Prentice Hall. | |
| Websites | <ul style="list-style-type: none"> https://www.coursera.org/specializations/career-success?authMode=signup&errorCode=failedPasswordRequirements | |

Grading Scheme

مخطط الدرجات

| Group | Grade | التقدير | Marks % | Definition |
|-------------------------------------|-------------------------|---------------------|----------|---------------------------------------|
| Success Group (50 - 100) | A - Excellent | امتياز | 90 - 100 | Outstanding Performance |
| | B - Very Good | جيد جدا | 80 - 89 | Above average with some errors |
| | C - Good | جيد | 70 - 79 | Sound work with notable errors |
| | D - Satisfactory | متوسط | 60 - 69 | Fair but with major shortcomings |
| | E - Sufficient | مقبول | 50 - 59 | Work meets minimum criteria |
| Fail Group (0 - 49) | FX – Fail | راسب (قيد المعالجة) | (45-49) | More work required but credit awarded |
| | F – Fail | راسب | (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, whereas 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.

Approved by Head of the Branch / Department

Signature

Date

Name

Approved by Curriculum Development Committee and Bologna Process Committee

Signature

Date

Name