

**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 a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

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

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

Concepts and terminology:

Academic Program Description: The academic program description provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

Course Description: Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

Program Vision: An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

Program Mission: Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

Program Objectives: They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum Structure: All courses / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

Teaching and learning strategies: They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic program description form

University name: Al-Furat Al-Awsat Technical University

Institute: Babylon Technical Institute

Scientific Department: Legal Management Techniques

Name of the academic or professional program:

Diploma in Legal Management Techniques

Name of final certificate: Technical diploma

Academic system: Annual

Description preparation date: 3/4/2024

Date of filling the file: 3/4/2024

The signature:



Name of department head:

Prof. Dr. Hasan Jabor Alwan

The date : 8 - 4 - 2024

The signature:



Name of scientific assistant:

Assist. Prof. Dr. Oras Khudhayer Obayes

The date : 8/4/2024

Check the file before

Division of Quality Assurance and University Performance

Name of head Quality Assurance and University Performance Division:

Khansaa Azeez Obayes Al-Husseini

The date:

8/4/2024

The signature:

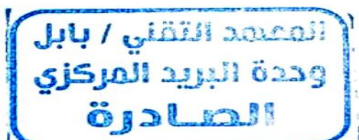


Prof. Dr.
Eman Mohammed Abdullah
Dean of
Babylon Technical Institute

Approval

Ema

Approval of the Dean



1. Program vision

It is one of the main administrative departments. It derives its vision through the foundation and legal thought with which it tries to imbue the thought of its graduates, which are based on awareness of the law. This requires interaction with all technical developments that lead to the creation of a new graduate who differs from the graduates who preceded him due to the rapid changes in the movement of society in the dark. On the technical information revolution

2 .Program message

The Legal Management Techniques Department adopts a general mission that it seeks to achieve every academic year to highlight the department's excellence. Its general form is based on the framework of technical education in Iraq, to graduate distinguished national cadres. As for the special mission adopted by the department, it includes the following:

1. Developing students' skills in their specialization by preparing curricula that meet contemporary developments, as well as preparing teaching and technical cadres by involving them in courses to develop their skills in their specialization and teaching methods.
2. Activating the role of the legal clinic formed in our department, by feeding it with academic staff with specializations in law, which provides legal advice to employees and students. Our university can also benefit from the legal clinic in giving legal advice.
3. Forming a committee of specialists to change the curriculum in a way that suits the requirements of the modern era and the development taking place in the world, as the majority of the subjects taught are purely classical and legal subjects in which the theoretical side dominates the practical side.
4. Focus with students on the psychological aspect and educational guidance by understanding them, receiving their ideas, and strengthening their patriotic aspect.
5. Graduates of the department can work in the private and mixed sector, represented by the Bar Association, the Union of Jurists, commercial companies, and others, as there must be a legal department for every legal person, and the department provides this staff.

3. Program objectives
The program aims to graduate technical personnel in legal administration to provide service in the legal and administrative field to the individual, family and society

4. Programmatic accreditation
Nothing

5. Other external influences
Nothing

6. Program structure				
Program Structure	Number of Courses	Study Unit	Percentage	* Notes
Enterprise requirements	20	126	57%	No found
College requirements				
Section requirements	20	126	57%	Basic
Summer training	None	270	81%	Basic
Other				

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

1. Program description

Year/level	Course or course code	Name of the course or course	Credit hours	
			theory	Practical
First year	Introductory to the study of law	Introductory to the study of law	1	2
First year	Personal Status law	Personal status law	2	3
First year	Penal law	Penal law	1	3
	management	Management	1	2
	Correspondence Auditing and reservation	Correspondence Auditing and reservation	1	3
	Legal Reading E	Legal Reading E	2	1
	Civil service management	Civil service management	1	2
	Computer application	Computer application	1	2
	Human rights	Human rights	2	–
	English language	English language	1	–
Send year				
	Implementation and real estate registration	Implementation and real estate registration	2	3
	Principles of criminal trials	Principles of criminal trials	2	3
	Civil litigation	Civil litigation	2	3
	Computer application	Computer application	1	2
	Administrative law	Administrative law	1	2
	Legal readings	Legal readings	2	1

	Accounting	Accounting	2	2
	English language	English language	1	-
	The crimes of the Baath regime in Iraq	The crimes of the Baath regime in Iraq	1	-
	Research project	Research project	2	-

1. Expected learning outcomes of the program	
Knowledge	
Knowledge and understanding	1-The ability to apply knowledge in administrative and legal sciences 2- The ability to identify, formulate and solve problems.
Skills	
Thinking skills	1- Brainstorming 2- The ability to analyze 3-The ability to solve problems
Values	
Knowledge and Evaluation	1-The ability to apply knowledge in administrative and legal sciences. 2-The ability to identify, formulate and solve problems.

1. Teaching and learning strategies
1- Lecture method 2- Laboratory 3- Systematic training 4- Summer training

10. Evaluation methods
1- Daily exams 2- Quarterly exams 3- Final exams

2. Teaching Staff						
Teaching Staff Members						
Scientific title	Specific		Requirements/Skills		Staff Numbers	
	Public	Private			Cader	Lecturer
Prof. Dr. 1	Administration		nothing		√	
Prof. 1	History	Modern History	nothing		√	
Assist. Prof. Dr. 1	Law	Criminal law	nothing		√	
Instructor. 3	Law	International law	nothing		√	
Instructor. 1	Law	Law	nothing		√	
Instructor. 3	Law	International law	nothing		√	
Instructor. 1	English Language	English Language	nothing		√	
Instructor. Dr. 1	Arabic Language	Arabic Language	nothing		√	
Instructor. 1	Arabic Language	Arabic Language	nothing		√	
Assist. Instructor. 2	Administration	Administration	nothing		√	
Assist. Instructor. 1	Law	Special law	nothing		√	
Instructor. Dr. 1	Law	Criminal law	nothing		√	

Professional development
Orienting new faculty members
Directing the teaching staff to complete the work assigned to them and taking responsibility and respecting the direct official
Professional development for faculty members
Involving the teaching staff in training courses, whether inside or outside the country, to develop their scientific skills

12. Acceptance criterion
GPA, and must be a graduate of the literary branch and the scientific and commercial branch

13. The most important sources of information about the program
Methodical book, other auxiliary books

14. Program development plan
Preparing a strategic plan that suits the requirements of the modern era

a plan skills Curriculum																			
Please situation Signal in Squares the interview For outputs Learning Individuality from the program Submissive For evaluation																			
				Outputs Learning required from the program															
the year / the level	Code The decision	name The decision	Basic Mother my choice	Objectives Cognitive				Objectives Marathi Private With the program				Objectives Sentimentality And value				Skills the public And qualifying Transferable skills The other Related Capable recruitment And evolution personal)			
				a1	a2	a3	a4	B1	B2	B3	B4	C1	C2	C3	C4	Dr1	Dr2	Dr3	Dr4
The first		Entrance To study the law	Basic	√				√				√				√			
		Law Conditions Personal	Basic		√				√			√				√			
		Law Penalties	Basic	√				√				√					√		
		Administration	Basic	√				√				√					√		
		Release Correspondence And memorization (Arab English)	Basic		√				√			√					√		
		Readings Legal (E)	Basic	√				√				√					√		
		administration the service Civilian	Basic	√					√			√					√		
		Applications Calculator	Basic	√				√					√				√		
		rights Human	Basic		√			√				√				√			

a plan skills Curriculum

Please situation Signal in Squares the interview For outputs Learning Individuality from the program Submissive For evaluation

				Outputs Learning required from the program																
the year / the level	Code The decision	name The decision	Basic Mother my choice	Objectives Cognitive				Objectives Marathi Private With the program				Objectives Sentimentality And value				Skills the public And qualifying Transferable skills The other Related Capable recruitment And evolution personal)				
				a1	a2	a3	a4	B1	B2	B3	B4	C1	C2	C3	C4	Dr 1	Dr 2	Dr 3	Dr4	
the second		Implementation And registration Real estate	Basic	√				√					√				√			
		Origins Trials Penal	Basic	√				√						√			√			
		Pleadings Civilian	Basic	√					√					√				√		
		the law Administrative	Basic	√					√				√					√		
		Readings Legal (E)	Basic		√			√					√					√		
		Accounting (E)	secondary		√				√				√						√	
		Applications Calculator	secondary		√				√					√					√	
		crimes party Resurrection	secondary		√				√					√				√		

Course description

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

1.Name / Code The Subject	Introduction to Study the Law
2.Shapes the audience Available	Lectures
3.The Semester / The year	Annual
4.Number of Study hours (total)	3
5.Teacher name	Instructor. Dr. Zuhair Mohammed Hashim
6.Date Preparation of this the description	3/4/2024
<p>7. Course objectives</p> <p>General: - Introducing the student to the law in terms of its definition and the purpose of teaching it to enable the student to form a legal mentality that believes in the importance of the law and its existence to regulate social ties.</p> <p>Special: - Enabling the student to become familiar with the law in terms of its definition, sources, divisions, scope of application in terms of time and place, and the relationship between it and the theory of right.</p>	

Outputs The decision And methods of education And learning And evaluation

<p>A-Cognitive Objectives</p> <p>A1- Follow up on the implementation of procedural work in the activities of the judicial and judicial bodies</p> <p>A2- Working in the field of criminal investigation</p> <p>A3- Carrying out legal assistance work in lawyers' offices</p>
<p>B - The skills objectives of the course.</p> <p>B1 - Writing various legal reports</p> <p>B2 - Carrying out legal assistance work in lawyers' offices</p>
<p>Methods education And learning</p>
<p>1-Lecture Method 2- Laboratory 3- Systematic Training 4- Summer Training</p>
<p>Methods Evaluation</p>
<p>Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation</p>
<p>C- Emotional and value goals</p> <p>C1- The graduate will have the ability to carry out criminal investigation and administrative work</p>
<p>Teaching and learning methods</p>
<p>1.Lecture Method 2- Laboratory 3- Systematic Training 4- Summer Training</p>
<p>Methods Evaluation</p>
<p>Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation</p>

D - Transferable general and qualifying skills (other skills related to employability and personal development.)

Enabling the student to become familiar with the law in terms of its definition, sources, sections, scope of application in terms of time and place, and the relationship between it and the theory of right.

Course Structure

Vocabulary the theory	
details Vocabulary	the week
Sources of law and their types, such as the material sources of law and its formal sources. Definition of law, its importance, characteristics, types and advantages.	The first, second and third Fourth ,fifth and sixth
The principles of drafting the legislative rule, the authority responsible for the legislative process, the disappearance of the legislative rule, the progression of legislation, and the judiciary’s oversight of it.	Seventh and eighth The ninth, tenth and eleventh
Definition of custom, its pillars, advantages and disadvantages, conventional custom and customary rule, proof of customary rule. Islamic Sharia as a source of law, rules of justice, judiciary as a source of law in ancient and modern societies. Jurisprudence as a source of law.	Twelfth and thirteenth Fourteenth and fifteenth Sixteenth and seventeenth The eighteenth and
The scope of application of the law in terms of place, the theory of the territoriality of law, and the theory of the character of law.	nineteenth Twenty and twenty-first twenty two Twenty-third
The scope of application of the law in terms of time,	twenty-fourth

the principle of non-retroactivity of the law , exceptions to the principle, difficulties in applying the principle.	Twenty-fifth
Definition of the right and its types, real rights and personal rights, original and accessory real rights.	twenty-sixth
	Twenty-seventh
The pillars of the right, the object of the right, the sources of the right, the legal incident, the legal disposition, and the legal protection of the right.	twenty-eighth
	Twenty-nine and thirty-nine

Vocabulary the operation	
Curriculum Vocabulary	the week
to set meaning the law And the relationship evidence And between Right And rules Debt And morals And others from the rules The other.	the first second
identification the law And the base Legal And its characteristics.	third
Sections the law And distinction between the law General And private.	fourth fifth
Branches the law General And the law private And standards Discrimination Between them.	sixth Seventh
sources the law And its types As sources the law Materialism And its sources Formalism.	Eighth Ninth
identification Legislation And its importance And its characteristics And its types And its advantages.	tenth Eleventh
Origins editing Al-Qaeda Legislative And power Al-Muhassa With a process Legislation And disappear Al-Qaeda Legislative And gradually	Twelveth Thirteenth
Legislation And censorship Judiciary on him.	fourteenth
identification Custom And its pillars And its advantages And its defects, Habit Convention And	fifteenth seventeenth Eighteenth

<p>the base martial arts, Proof Al-Qaeda Martial. Islamic Law Islamic As a source To the law, rules Justice, Judiciary As a source For the law in Communities Old And modern. Jurisprudence As a source For the law. Domain application the law from where Place, theory Regional the law, Theoretical a personality the law. Domain application the law from where time, principle non Reversibility the law, Exceptions Incoming on Principle, Difficulties application Principle. identification Right And its types, Rights In kind And rights Personal, Rights In kind The original And dependency. pillars Right, Shop Right, sources Right, The incident legal, Act legal, Protection Legal For the truth.</p>	<p>Nineteenth twentieth Twenty 1st Twenty 2nd Twenty 3rd Twenty Fourth Twenty Fifth Twenty sixth Twenty Seventh Twenty eighth twenty Ninth thirty</p>
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Sources/

- 1- slave the rest Al-Bakri, Zuhair Al-Bashir, Entrance To study the law, Baghdad, 1989.
- 2- Dr. Abdul The softener relief The repulsion, Origins the law, Cairo, 2002.
- 3- happy congrats, Origins the law, Baghdad, 1982.
- 4- Hassan A lot, Entrance To study the law, Alexandria, 2005.

Structure Infrastructure	
An introduction book to the study of law	1 Books decided required
<p>slave the rest Al-Bakri, Zuhair Al-Bashir, Entrance To study the law, Baghdad, 1989. happy congrats, Origins the law, Baghdad, 1982. Hassan A lot, Entrance To study the law, Alexandria, 2005.</p>	2 the reviewer Main (Sources)

Dr. Abdul The softener relief The repulsion, Origins the law, Cairo, 2002.	A books and references that recommend with it (Magazines Scientific , reports ,....)
https://ebook.univeyes.com/42697 Introduction to the study of law	B - The Electronic reviewer, websites, the Internet

plan development the decision Academic
keeping up Legislation And Modifications Constitutionalism Modern And enter it within Curriculum

Course description form

Course description

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

Name / Subject Code	Personal Status Law
Shapes the audience available	Lectures
3. Course / year	Annual

4. Number hours Scholarship (total)	5
5. Teacher's name	Instructor. Asaad Dikeel Hadi
6. Date Preparation this the description	3/4/2024
8.Goals The decision	
<p>Public:-identification Student tightly Family And a contract marriage And its conditions Objectivity And formality And provisions Alimony And the dowry And divorce And disperse And the effects Consequences On them from Hand Nursery And lineage, And also knowledge Arguments And aliquots Legitimacy And models Commandments And blogging in This is amazing Arguments And aliquots And the commandments.</p> <p>Private:-Enable student from Identify on conditions a contract marriage And how Organize it And register it in The court competent, And knowledge Quotas The inheritance And application that in Issues practical.</p>	

Outputs The decision And methods education And learning And evaluation
<p>A- Objectives Cognitive</p> <p>a1- A1-The performance Follow up to implement Business Procedural in Activities devices Judicial And justice</p> <p>a2- Work in area Investigation Criminal</p> <p>a3- Getting up With deeds Legal Help in Offices Lawyers</p>
<p>B - Objectives Marathi Private By decision.</p> <p>B1 -writing Lecturer Legal different</p> <p>B 2 - Getting up With deeds Legal Help in Offices Lawyers</p>
Methods education And learning
Methods Evaluation

C- Objectives Sentimentality And value C1-Be For the graduate Capability on completion Business Investigation Criminal And Business Administration
Methods education And learning
1.Road lecture 2- Laboratory 3- Training Systematic 4- Training Summer
Evaluation Methods
Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation
D -Skills the public And qualifying Movable (Skills The other Related Capable recruitment And evolution Personal)

Course structure

Vocabulary the theory	
details Vocabulary	the week
nature the job in Courts Adverbs Personal , Sections The court and its people, Her specialty Career And spatial.	the first
identification a contract marriage And its pillars And its conditions, And eligibility knitter and taboos, And the ear For minors And the patient	the second
mentally By marriage, And marriage from woman	the third
second Its terms And a model Hajjah ear, the conditions Legal To register a contract marriage ,	the fourth
study model a contract marriage, Holdings required, Penalties on from He gets married Outside The court.	Fifth And the sixth
Dowry And its types And deserve it, Cases that no Worth it the wife In which Her dowry Completely,	Seventh

Return on The engagement And results that. Alimony Marital And its conditions and its elements, Alimony temporary, Cases that Commit In which the wife With obedience.	Eighth
Divorce And its pillars And its types And its provisions, And the effects Legal Consequences on all Type And people Whose no Located Their divorce.	Ninth
Role The claim General in Courts Adverbs Personal, Role search Social in Claims Divorce And abandonment And models The stomach For this the purpose And how Organize it.	The tenth
Disperse Judicial And its foundation legitimate, to explain Materials (40, 41, 43, 45) Who Law Adverbs Personal, Disperse Optional And take off And its provisions And its conditions.	Eleventh
The kit And its types, Duties Al-Ma'tada, Return In marriage And how Return And its conditions And a model argument Return In marriage.	Twelfth
Lineage And its provisions And knock Prove it And the acknowledgment By lineage in Law Conditions Personal And law Care Events.	Thirteenth
Nursery And its conditions And a reward Nursery. expense the wife And the assets And branches, Forms Applied Bug expense Assets on Branches And vice versa according to Law Conditions Personal.	Fourteenth
Preaching And the will and its provisions, record it, model to request registration will, model registration	Fifteenth
The will And an argument Return Anhan Register it And mark it in model argument will, review Materials (299- 310) of Law Pleadings Civilian.	Sixteen
The prosecution on minors, the state And divide it And limits authority Guardian, study Texts Legal in the law Civil And law Conditions Personal And care	Seventeenth
Minors. model to request And an argument support the state.	Eighteenth
guardian, model to request Set up Guardian And an argument Set up Guardian temporary, Value And the values on The foolish one And with	Nineteenth
	Twentieth

<p>Heedlessness study Texts Legal in Law Care Minors And the law Civil.</p> <p>Value And set up Value For a disability or aging, Value on absentee And the missing study Forms the demand According to all Now, procedures Investigation And the advertisement And models from Arguments Value on the lost Civil And the military.</p> <p>argument Birth And death And study Texts Legal To register Births And deaths.Model to request Issuance argument Birth</p> <p>Issuance argument Death, procedures court, model argument Death.</p> <p>Aliquots Legitimacy And procedures Organize it And write it down And the difference Between them And between Aliquots regular, model to request Al-Qassam And the documents required To issue it. Inheritance And its reasons And the heirs from Men And women.</p> <p>The deserving ones For the estate from friends Assumptions And the gangs, Applications And exercises.</p> <p>legacy the husband And the wife And the father And grandfather And the mother And grandma And the girl And a girl Son with Examples Applied. Blocking And its types, Al-Awal And its definition And issues Reply, Examples Applied.</p> <p>Copying And how to organize matter The inheritance To a degree one.</p> <p>Exiting tariff And its provisions And its procedures And how to organize matter The inheritance after Exiting.</p>	<p>Twenty 1st</p> <p>Twenty 2nd</p> <p>Twenty 3rd</p> <p>Twenty Fourth</p> <p>TwentyFifth</p> <p>Twentysixth</p> <p>Twenty Seventh</p> <p>Twenty Eighth</p> <p>Twenty Ninth</p> <p>Thirtieth</p>
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Vocabulary the operation	
details Vocabulary	the week
examining on specialization Courts Conditions Personal And its importance.	First Second

<p>How to organize petition The lawsuit And data that Includes on her, Forms For lawsuits (Alimony And divorce And compliance And disperse and others). records Courts Conditions Personal And its importance And how Organize it And the restriction Accordingly And a goal all register And its divisions.</p> <p>training student on How Procedure a contract marriage from side Formalism And register Contract I have Courts Conditions Personal And requirements necessary For this Register.</p> <p>Training on How to organize Arguments Legitimacy different Kahjou Birth And death And set up Value And others from Arguments.</p> <p>Enable student Saucepan Possibility from knowledge How Issuance the judge Decisions And the provisions from during Pleading.</p> <p>looking at Students on register Fees Adliya gesticulate You charge it The court from fees about Lawsuits The place And also register Remittances And the secretariats.</p> <p>looking at Students on How to organize Aliquots Legitimacy And distribution Quotas The inheritance.</p> <p>procedures Issuance Al-Qassam The legitimate one.</p> <p>looking at Students on Lawsuits The settled from before court Adverbs Personal To find out Contents The file And organize it.</p> <p>examining on Addresses And notifications Judicial And the difference between Judgment The presence And in absentia And knock Appeal.</p> <p>Preparation a report Informative that happened on her Students from during Visits Repeated in Weeks above Provider With models practical For some Lawsuits And specialties The court And its procedures in Litigation.</p>	<p>Third Fourth Fifth sixth Seventh Eighth Ninth Tenth Eleventh Twelveth Thirteenth fourteenth Fifteenth Sixteenth Seventeenth Eighteenth Nineteenth the twentieth Twenty 1st Twenty 2nd Twenty 3rd Twenty Fourth Twenty Fifth Twenty Sixth Twenty Seventh Twenty Eighth Twenty Ninth Thirtieth</p>
Vocabulary Applied	
details Vocabulary	Week

nature And formation And specialty Courts	First
Conditions Personal And procedures registration a contract marriage.	Second
procedures It happens Permission By marriage from woman second.	Third
Take action model The argument And how Register it.	Fourth
procedures Formalism And legal To register a contract marriage One Terminal foreign.	Fifth
procedures registration Contract And a model The argument For others Muslims.	Sixth
procedures Issuance resolution With alimony Temporary And the maid For the wife And the boys.	Seventh
procedures registration Divorce And disperse Judicial And procedures The court before Rhythm Divorce.	Eighth
Role The claim General in Courts Adverbs Personal.	Ninth
Role search social in Claims Click And abandonment And models The stomach For this the purpose And how Organize it.	Tenth
procedures Issuance The argument By returning In marriage after Divorce.	Eleventh
procedures Acknowledgment In marriage And lineage And procedures delivery The pure And watching it, procedures Issuance argument Set up Guardian And isolate him.	Twelfth
procedures Issuance argument support the state And conditions Guardian.	Thirteenth
procedures Issue argument Set up Valuable on The foolish one And with Heedlessness.	the fourteenth
procedures Issue argument Set up Valuable on the crazy And the idiot, and on Missed Civil And the military.	Fifteenth
procedures And application How Issuance And register argument Birth And an argument Death.	Sixteenth
procedures Issuance Al-Qassam The legitimate one And models Private With that And the documents required.	Seventeenth
	Eighteenth
	Nineteenth
	Twentieth
	Twenty 1st
	twenty 2nd
	Twenty 3 rd
	Twenty Fourth

procedures Release Legacy dead. exercises Applied on share all heir from the inheritors in Questions.	Twenty Fifth
Examples Applied in legacy the couple And the father And the mother And branches.	Twenty Sixth
Examples Applied on factors Influential in Shares in Blocking And the breadwinner And reply. exercises around How to organize matters The inheritance And copying And cases Applied.	Twenty Seventh
Exiting And procedures His request And exercises Applied around to organize matters The inheritance after Exiting.	Twenty Eighth Twenty Ninth
cases Applied on Records Adliya And how Organize it And blogging the information In which.	Thirtieth

Sources/

- 1- Dr.. Ahmed on The preacher And others, to explain Law Adverbs Personal, Baghdad, 1980.
- 2- Dr. Abdul The Qadir Ibrahim on me, to explain Law Adverbs Personal The Iraqi and its amendments, 1985.
- 3- Dr.. Ahmed on Al-Khatib, Dr.. Mustafa Ibrahim The man, to explain Law Adverbs Personal, Provisions Inheritance And the will, university Mosul, 1982.

Structure Infrastructure	
Explanation of personal status law, marriage, divorce, inheritance, and will	1 Books decided required
Ahmed on The preacher And others, to explain Law Adverbs Personal, Baghdad, 1980. Dr.. Ahmed on Al-Khatib, Dr.. Mustafa Ibrahim The man, to explain Law Adverbs Personal, Provisions Inheritance And the will, university Mosul, 1982.	2 the reviewer Main (Sources)
Dr. Abdul The Qadir Ibrahim on me, to explain Law Adverbs Personal The Iraqi and its amendments, 1985.	A Books And references that recommend With it (Magazines Scientific , reports ,....)

[https://www.noor-book.com/pdf/Personal Status Law](https://www.noor-book.com/pdf/Personal%20Status%20Law)

B - the reviewer Electronic,
websites The Internet

Course description form

Course description

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

1- name / Code The decision	Law Penalties
2- shapes the audience Available	Lectures
3- the chapter / the year	annual
4- number hours Scholarship (total)	4
5- date Preparation this the description	3/4/2024
6- Teacher's name	Assist Prof. Dr. Maitham Mohammed AbdKazim
7- Goals The decision	
The public:- formation the culture Legal in Principles And the provisions the public that He decides it Law Penalties To face the crime As a phenomenon Social Serious You work together Efforts To confront it And the limit from its danger, And an attitude Legislation Punitive different Of which from where to set legitimacy	

Actions And actions And put Penalties decided she has And that According To the law Penalties The Iraqi.

Private:-Enable student from Identify on What it is Law Penalties And what it is a base no a crime no Punishment unless With a text And pillars the crime And the reasons The prohibitive For responsibility Criminal And reasons Permissibility And how a report The punishment.

Outputs The decision And methods education And learning And evaluation

A- Objectives Cognitive

a1- A1-The performance Follow up to implement Business Procedural in Activities Devices Judicial And Adliya

a2- Work in area Investigation Criminal

a3- Getting up With deeds Legal Help in Offices Lawyers

B - Objectives Marathi Private By decision.

B1 -writing Lecturer Legal different

B 2 - Getting up With deeds Legal Help in Offices Lawyers

Methods education And learning

1.Lecture Method 2- Laboratory 3- Systematic Training 4- Summer Training.

Methods Evaluation

Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation

C- Objectives Sentimentality And value

Be For the graduate Capability on completion Business Investigation Criminal And Business Administration

Methods education And learning

Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation
Evaluation Methods
Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation
D -Skills the public And qualifying Movable (Skills The other Related Capable recruitment And evolution Personal). D1-Be For the graduate Capability on completion Business Investigation Criminal And Business Administration in Courts And in Offices Lawyers And the people Legal in Circles Governmental

Course structure

Vocabulary the theory	
details Vocabulary	the week
Importance Law Penalties And its location between Sections the law And its branches.	the first
Legal the crime And the punishment And scope application Law Penalties from where time, And a principle Reversibility the law The fittest For the accused.	the second
Domain application Law Penalties from where Place, And exceptions Incoming on him.	the third
Concept the crime And its pillars And the rules the public.	the fourth
Corner Physical For crime and its elements, Getting started in the crime And his pictures.	Fifth And the sixth
Corner Moral For crime And the intention Criminal And the error Corner The legitimate one For crime.	Seventh
Species Crimes from where Park it materialistic, the crime Positivity and negativity, the crime Complete And the incomplete. the crime Temporality And crime Continuous And simple.	Eighth
	Ninth

Species Crimes from where Park it moral, the crime Intentionality And other Intentionality, the crime Military And crimes the law General.	Tenth
Species Crimes from where its enormity, Felonies And misdemeanors and violations, Species Crimes from where its nature, the crime Political And normal.	Eleventh
Contribution criminal, the subject And the partner, photo Contribution criminal, Importance Excellence between photo Contribution.	Twelveth
Contribution Original And dependency. The result potential in contribution, Punishment Contributor in the crime, pillars Contribution Dependency.	Thirteenth
Incitement And the agreement And help, Subscription in Subscription, Getting started in Subscription, Effect Circumstances And excuses on Contributors in the crime.	Fourteenth
the responsibility Criminal And its contraindications, Lost perception And the will, Coercion And condition necessity And small Age.	Fifteenth
Reasons permissibility, performance the duty And its conditions And his picture, use Right And its conditions and its applications, Defense The legitimate one And its conditions And its impact And transcend Its limits.	Sixteenth
The punishment , Its concept And its characteristics And its types.	Seventeenth
Measures Precautionary And its types. mitigation The punishment And tighten it, Excuses Legal And circumstances Judicial Diluted And aggravating, And multiple Crimes And its impact in punishment, turning off Implementation.	Eighteenth
Crimes The incident on people, Crimes terrorist, a crime the kill Intentionality. the kill Intentionality	Nineteenth
The conjugate With an envelope aggravating, Previously Determination And stalking, the kill With poison, the kill With a picture brutality.	Twentieth
commission the kill With intention help criminal on escape, killing Assets.	Twenty 1st
the kill The conjugate Excuse me legal diluted, a	Twenty 2nd
	Twenty 3rd
	Twenty fourth

<p>surprise the wife Red handed By adultery, the kill because of provocation, killing Child The newborn newly.</p> <p>crimes beating And the wound intentionally, beating The conducive to death.</p> <p>Misdemeanor Abuse Intentional, Assault that He falls behind about him broke down bone or inability.</p> <p>Circumstances Aggravating she has, The means used, intention The culprit recipe The victim on him, a crime the kill The error.</p> <p>crimes Assault on money, a crime Stealing, Its pillars. embezzlement, Shop Stealing, Corner moral, Intention General And the intention private.</p> <p>Circumstances Aggravating For a crime Stealing, Related In time And the place, Circumstance Multiple perpetrators And the means Used recipe The culprit Server.</p>	<p>Twenty Fifth</p> <p>Twenty sixth</p> <p>Twenty Seventh</p> <p>Twenty Eighth</p> <p>Twenty Ninth</p> <p>Thirtieth</p>
Vocabulary the operation	
details Vocabulary	the week
<p>Training on Species Crimes And compare them from where The seriousness.</p> <p>an offer Applications practical in Domain study Elements Corner Physical For crime.</p> <p>Identify on Applications consideration verb The criminal a crime Perfect or Consider it Hurry!</p> <p>an offer Applications practical And judicial For pictures Getting started in the law The Iraqi.</p> <p>clarification Importance And dangerous</p> <p>Contribution Criminal And he offered Applications For pictures Contribution Criminal in the law The Iraqi And when? It is considered Contributor Active or A partner And its importance Excellence between photo Contribution.</p> <p>an offer And analysis For models And applications practical And judicial For reasons Permissibility in the law The Iraqi.</p> <p>Training on Applications practical And judicial To perform the duty.</p> <p>Training on Applications practical And judicial To</p>	<p>First</p> <p>Second</p> <p>Third</p> <p>Fourth</p> <p>Fifth</p> <p>Sixth</p> <p>Seventh</p> <p>Eighth</p> <p>Ninth</p> <p>Tenth</p>

use Right And its impact in to set the responsibility Criminal.	
Training on Applications practical And judicial Catch up Defense The legitimate one And transcend Its limits And its impact in to set the responsibility Criminal.	Eleventh
Training on Applications For contraindications the responsibility Criminal in the law The Iraqi.	Twelfth
Training on Applications practical And judicial Belonging to responsible Events on Crimes that They commit it And spend Events.	Thirteenth
clarification nature Penalties decided in Law Penalties The Iraqi about crimes Events And compare them With penalties grown ups with Applications Judicial.	Fourteenth
to set Domain responsible People Moral on verb The criminal that He commits it Its affiliates.	Fifteenth
an offer Applications For crimes The incident on people, Crimes terrorist, a crime the kill Intentionality. the kill Intentionality The conjugate	Sixteen
With an envelope aggravating, Previously Determination And stalking, the kill With poison, the kill With a picture brutality.	Seventeenth
commission the kill With intention help criminal on escape, killing Assets.	Eighteenth
the kill The conjugate Excuse me legal diluted, a surprise the wife Red handed By adultery, the kill because of provocation, killing Child The newborn newly.	Nineteenth
an offer Applications For crimes beating And the wound intentionally, beating The conducive to death. Misdemeanor Abuse Intentional, Assault that He falls behind about him broke down bone or Inability. Circumstances Aggravating she has, a crime the kill The error.	Twentieth
an offer Applications For crimes Assault on money, a crime Stealing, Its pillars. embezzlement, Shop Stealing, Corner moral, Intention General And the intention Special. circumstances Aggravating For a crime Stealing, Excellence between My crime	Twenty 1st
	twenty 2nd
	Twenty 3rd
	Twenty fourth
	Twenty Fifth
	Twenty Sixth
	Twenty Seventh
	Twenty Eighth
	Twenty Ninth

Stealing And embezzlement.	Thirtieth
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Vocabulary Applied	
details Vocabulary	the week
<p>to set Domain application Law Penalties from where Time And the place, And a statement Applications Related By the rules And the provisions by this The special According For the law Iraqi, study Applied For concept Territory For a purpose to set Domain In force the law The Iraqi from where Place.</p> <p>Identify on Species Crimes And compare them from where The seriousness And the danger and nature, an offer Applications in Domain Corner Physical For crime. statement How consideration verb a crime Perfect or Get started, an offer Applications practical And judicial For pictures Getting started in the law The Iraqi.</p> <p>clarification Importance And dangerous Contribution Criminal And he offered Applications For pictures Contribution Criminal in the law The Iraqi And when? It is considered Contributor Active or A partner And its importance Excellence between photo Contribution. And its importance Excellence between photo Contribution Original And dependency.</p> <p>an offer And analysis For models And applications practical And judicial For reasons Permissibility in the law Iraqi border interval between performance the duty As a reason For pornography And requirements Get over it. statement Bezel Arbitrariness in use Right And its impact in to set the responsibility Criminal. hiring border right Defense The legitimate one And he offered Applications practical And judicial To transcend Its limits And its impact in to set the responsibility Criminal.</p> <p>an offer And analysis For models from</p>	<p>the first the second the third</p> <p>the fourth And the fifth</p> <p>Sixth And the seventh</p> <p>Eight And the ninth</p> <p>The tenth And the Eleventh</p> <p>Twelveth</p> <p>Thirteenth</p>

<p>contraindications the responsibility Criminal in the law The Iraqi. Applications Judicial on responsible Events on Crimes that They commit it.</p> <p>to set the rules Private On trial events, clarification nature Penalties decided in Law Penalties The Iraqi about crimes Events And compare them With penalties grown ups with Applications Judicial.</p> <p>to set Domain responsible People Moral on verb The criminal that He commits it Its affiliates.</p> <p>clarification directione Modern in Politics Punitive And an attitude Law Penalties The Iraqi Of which, to set the goal from a report Penalties Dependency And complementary And the original And its types in Law Penalties The Iraqi.</p> <p>an offer Applications For patterns Penalties Dependency And complementary in Law Penalties The Iraqi.</p> <p>statement And clarify Concept Measures Precautionary And its types in Law Penalties The Iraqi.</p> <p>statement Bezel match reality Institutions Deposit And reservation And treatment with Goals And goals The legislator from behind a report an idea some Measures Precautionary.</p> <p>an offer Applications practical And judicial , For excuses Legal And circumstances Judicial Diluted And aggravating for punishment, clarification Multiple Crimes And its impact in Punishment.</p> <p>statement How Calculation The punishment in condition Multiple crimes, clarification How to implement Penalties decided Legally in Legislation Iraqi, an offer Applications Judicial For cases turning off Implementation.</p> <p>to set nature And understandable Crimes The incident on People And he offered More important Its applications in Legislation Iraqi, Crimes terrorist, the kill Intentionality.</p> <p>the kill The conjugate With an envelope aggravating, the kill The conjugate Excuse me legal Diluted.</p>	<p>fourteenth</p> <p>Fifteenth</p> <p>sixteenth</p> <p>Seventeenth</p> <p>Eighteenth</p> <p>Ninteenth</p> <p>Twenteith</p> <p>Twenty 1st</p> <p>Twenty 2nd</p> <p>Twenty third</p> <p>Twenty fourth</p> <p>Twenty fifth</p> <p>Twenty Sixth</p> <p>Twenty Seventh</p> <p>Seventh And the twenty</p> <p>VIII And the twenty</p> <p>Ninth And the twenty</p> <p>And the thirty</p>
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<p>crimes beating And the wound intentionally, to set Concept And nature And he offered For the most important Its applications.</p> <p>beating The conducive to death. Misdemeanor Abuse Intentional, Assault that He falls behind about him broke down bone or inability.</p> <p>clarification Circumstances Aggravating she has. a crime the kill The error, Concept And nature And the pillars.</p> <p>an offer Applications For crimes Assault on Money in Legislation The Iraqi , a crime Stealing, its pillars, Intention General And the intention private. Circumstances Aggravating For a crime Stealing, Circumstance Place And an adverb Time And an adverb The means, And circumstances Related As the perpetrator, And excellence between My crime Stealing And embezzlement.</p>	
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Sources/

- 1- Dr. Ali Hussein back, Dr. Sultan Al-Shawi, principles the public in Law Penalties, Baghdad,1982.
- 2- Dr. Leaping David Al-Saadi, Law Penalties, Section private, Baghdad, 1989.
- 3- Dr. Fierce Khalil Mahmoud, Law Penalties year, Baghdad, 2000

Structure Infrastructure	
1 Books decided required	Explanation of the Iraqi Penal Code
2 the reviewer Main (Sources)	<p>-Dr. Ali Hussein back, Dr. Sultan Al-Shawi, principles the public in Law Penalties, Baghdad,1982.</p> <p>- Dr. Fierce Khalil Mahmoud, Law Penalties year, Baghdad, 2000</p>

A Books And references that recommend With it (Magazines Scientific , reports ,....)	- Dr. Leaping David Al-Saadi, Law Penalties, Section private, Baghdad, 1989.
B - the reviewer Electronic, websites The Internet	file:///C:/Users/hussein/Downloads/penalcode1969.pdf https://www.arabwomenlegal-emap.org/cawtar_documentcountry/.pdf

plan development The decision Academic
keeping up Legislation And Modifications Constitutionalism Modern And enter it within Curriculum

Course description form

Course description

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

1- name / Code The decision	Correspondence And the mail And memorization
2- shapes the audience Available	Lectures

3- the chapter / the year	annual
4- number hours Scholarship (total)	4
5- date Preparation this the description	3/4/2024
6- Teacher's name	Instructor. Nabeel Shaker Abdulhussein
7- Goals The decision	
<p>the public:-identification student And his training on establish And principles Release Correspondence in a manner simplified And straight able on Transfer The idea accurately And clarity, And also Enable student from to organize And indexing the information The represented With papers And documents And documents And save it in which Easy Return mechanism when the need And that By following Methods Preservation And indexing Occasion And using Devices Modern.</p>	
<p>Private:-identification student And his training on establish And principles Release Correspondence In language Arabic in a manner simplified And straight able on Transfer The idea accurately And clarity with Giving some Privacy For correspondence Outgoing on Devices Judicial And Adliya With its circles different, And also Enable student from Dealing with documents And documents And how Save it And photograph it By following Methods Preservation And indexing Modern.</p>	

<p>Outputs The decision And methods education And learning And evaluation</p>
<p>A- Objectives Cognitive</p> <p>a1-\identification student And his training on establish And principles Release Correspondence in a manner simplified And straight able on Transfer The idea accurately And clarity, And also Enable student from to organize And indexing the information The represented With papers And documents And documents And save it in which Easy Return mechanism when the need And that By following Methods Preservation And indexing Occasion And using Devices Modern.</p> <p>-</p>

<p>B - Objectives Marathi Private By decision. identification student And his training on establish And principles Release Correspondence In language Arabic in a manner simplified And straight able on Transfer The idea accurately And clarity with Giving some Privacy For correspondence Outgoing on Devices Judicial And Adliya With its circles different, And also Enable student from Dealing with documents And documents And how Save it And photograph it By following Methods Preservation And indexing Modern</p>
<p>Methods education And learning</p>
<p>1- Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation</p>
<p>Methods Evaluation</p>
<p>Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation</p>
<p>C- Objectives Sentimentality And value identification student And his training on establish And principles Release Correspondence in a manner simplified And straight able on Transfer The idea accurately And clarity, And also Enable student from to organize And indexing the information The represented With papers And documents And documents And save it in which Easy Return mechanism when the need And that By following Methods Preservation And indexing Occasion And using Devices Modern.</p>
<p>Methods education And learning</p>
<p>Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation</p>
<p>Methods Evaluation</p>
<p>Oral Exams , Editorial Exams , quarterly Exams , Final Exams , Daily Evaluation</p>

D -Skills the public And qualifying Movable (Skills The other Related Capable recruitment And evolution Personal).
 formation Skill I have student Edited Correspondence In language Arabic in a manner simplified And straight able on Transfer The idea accurately And clarity with Giving some Privacy For correspondence Outgoing on Devices Judicial And Justice With its circles different

Course structure

Vocabulary the theory	
details Vocabulary	the week
identification Correspondence And its importance, And the conditions the duty Availability in editor the message, features the message Typical.	the first the second
Species Correspondence governmental, commercial, Its types, the message, Reports And its types, Memoirs And its types, Circulars And orders Administrative And its types.	the third the fourth
analysis parts the message Governmental with Planning typical for its parts And keep it away.	Fifth sixth
books Appointment Starting from presentation the demand For appointment then Refer him to Entities upper, Approval on Appointment , Breasts The matter Administrative private with it.	Seventh
books directly Employee By job For the first Once, book Placement Employee.	Eighth Ninth
books stabilizing Employee with analysis Forms Of which.	
Books Private Vacations employee (regular, Holiday With a salary Complete, vacation motherhood, vacation Half a wage, vacation without a wage)	The tenth
Vacations pathological, vacation accompanying, Vacations scholastic, Delegation.	Eleventh
books Breakup And directly Employee with analysis Forms Of which.	Twelveth
books upgrading employee, Grant reward, Thanks And appreciation And the punishment And its types.	Thirteen
books Resignation And referral on the retirement	Fourteenth

with analysis Forms Of which.	Fifteenth
to treat Texts And its systems And techniques store And recovery Correspondence.	sixteen
Release Correspondence Private With meetings Councils Administration And the committees. preparation For the meeting And writing lecturer Sessions.	seventeenth
Mistakes Common in Correspondence Official and its evaluation, Vocabulary used mistake And it is correct, mistakes Linguistic Common in Construction Career.	Eighteenth
Brief Historical on Preservation, Preservation in Iraq, development administration Archives And its importance save the information, procedures And systems Preservation, Terms Systems Preservation, qualifications staff in Preservation, benefits training staff in it.	Nineteenth
Preservation abecedarian And the numerical And their procedures.	twentieth
features And disadvantages Preservation abecedarian And numerical, Preservation Objective And geographical And their wages.	Twenty First
identification Category And its types, Card Referral Definition And its procedures.	twenty 2nd
identification Indexes And its shapes.	Twenty third
Indexes Orthography digital In language Arabic. rules indexing, identification archives And its sections.	Twenty fourth
Role documents Arabic, Mail And its types identification Mail Incoming And its procedures. identification Mail Outgoing And its procedures.	twenty
Mail Secret And how Governorate on him.	Fifth
Metaphor Loan And follow up.	twenty
Methods And organize Preservation, Deportation And consumption Archives.	sixth
Law Governorate on documents number 7 for a year 1983 and instructions Outgoing Accordingly, save And archive Laws And decisions And its amendments.	twenty Seventh

Devices Modern in Preservation, identification Micro film And its types And its benefits and its components, comparison between Preservation Microfilm And the traditional. Use Calculator in Preservation.	And Twenty Eighth Twenty Nine thirty
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Vocabulary the operation	
details Vocabulary	the week
an offer Forms For types Correspondence governmental, Commercial And how her job. an offer Forms For types Messages And how Writing it.	First Second Third
an offer Forms For types Reports And how Writing it.	Fourth
an offer Forms For types Memoirs And how Writing it.	Fifth
an offer Forms For orders Administrative And how Issuing it.	Sixth
training the students on How Issuance orders Appointment Starting from presentation the demand For appointment then Refer him to Entities Supreme Approval on Appointment.	Seventh
training the students on How Issuance books directly Employee By job For the first Once, And writing book Direct.	Eighth
Training on How Issuance books Placement Employee .	Ninth
Training on How training Employee .	Tenth
Training on How Issuance Books Private Vacations employee (regular, Holiday With a salary Complete, vacation motherhood, vacation Half a wage, vacation without a wage)	Eleventh
Training on How Issuance books Breakup And directly Employee with an offer Forms Of which.	Twelfth
Training on How Publication. Books upgrading employee, Grant reward, Thanks And appreciation And the punishment And its types.	Thirteenth
an offer Forms books Resignation And referral on the retirement And training on her	Fourteenth Fifteenth

<p>Training on How to treat Texts And its systems And techniques store And recovery Correspondence.</p>	Sixteen
<p>Training on Release Correspondence Private With meetings Councils Administration And committees, preparation For the meeting And writing lecturer Sessions.</p>	Seventeenth
<p>Training on Vocabulary used mistake And it is correct, mistakes Linguistic Common in Construction Career.</p>	Eighteenth
<p>Training on How save the information In all Its shapes in Sites training, with statement qualifications staff in Preservation And benefits Train them.</p>	Nineteenth
<p>Training on procedures Preservation And the regulations different in Preservation.</p>	Twentieth
<p>Training on archives And its sections, Training on How Register in records Incoming and outgoing, Indexing names People and institutions And companies, Training on Applications in procedures Card Referral.</p>	Twenty 1st
<p>Training on How application road Preservation abecedarian And the numerical.</p>	twenty 2nd
<p>Training on How recovery the information, And procedures Metaphor And loan And follow up And get to know on all Forms Used For this the purpose, procedures Papers secrecy, And see on her And loaned it.</p>	Twenty 3rd
<p>Preparation And organization Indexes Cards The perspective And other perspective, save Maps And documents.</p>	Twenty fourth
<p>turn Archives in a light Law Governorate on documents number 7 for a year 1983 and instructions Outgoing Accordingly, save And archive Laws And decisions and its amendments, Enter the information in Devices Modern in Preservation, device Micro film, filming, cloning, Destruction Papers.</p>	Twenty Fifth
<p>How Use Calculator in Preservation.</p>	Twenty Sixth
	Twenty Seventh
	Twenty Eighth
	Twenty Ninth
	Thirtieth

Vocabulary Applied	
details Vocabulary	the week
an offer Forms For types Correspondence governmental, Commercial And how her job. an offer Forms For types Messages And how Writing it.	First Second Third
an offer Forms For types Reports And how Writing it.	Fourth
an offer Forms For types Memoirs And how Writing it.	Fifth
an offer Forms For orders Administrative And how Issuing it.	Sixth
training the students on How Issuance orders Appointment Starting from presentation the demand For appointment then Refer him to Entities Supreme Approval on Appointment.	Seventh
training the students on How Issuance books directly Employee By job For the first Once, And writing book Direct.	Eighth
Training on How Issuance books Placement Employee .	Ninth
Training on How training Employee .	Tenth
Training on How Issuance Books Private Vacations employee (regular, Holiday With a salary Complete, vacation motherhood, vacation Half a wage, vacation without a wage)	Eleventh
Training on How Issuance books Breakup Employee with an offer Forms	Twelfth
Training on How Publication. Books upgrading employee, Grant reward, Thanks And appreciation And the punishment And its types.	Thirteenth
an offer Forms books Resignation And referral on the retirement And training on her	Fourteenth
Training on How to treat Texts And its systems And techniques store And recovery Correspondence.	Fifteenth
Training on Release Correspondence Private With meetings Councils Administration And committees, preparation For the meeting And writing lecturer	Sixteen

<p>Sessions.</p> <p>Training on Vocabulary used mistake And it is correct, mistakes Linguistic Common in Construction Career.</p> <p>Training on How save the information In all Its shapes in Sites training, with statement qualifications staff in Preservation And benefits Train them.</p> <p>Training on procedures Preservation And the regulations different in Preservation.</p> <p>Training on archives And its sections, Training on How Register in records Incoming and outgoing, Indexing names People and institutions And companies, Training on Applications in procedures Card Referral.</p> <p>Training on How application road Preservation abecedarian And the numerical.</p> <p>Training on How recovery the information, And procedures Metaphor And loan And follow up And get to know on all Forms Used For this the purpose, procedures Papers secrecy, And see on her And loaned it.</p> <p>Preparation And organization Indexes Cards The perspective And other perspective, save Maps And documents.</p> <p>turn Archives in a light Law Governorate on documents number 7 for a year 1983 and instructions Outgoing Accordingly, save And archive Laws And decisions and its amendments, Enter the information in Devices Modern in Preservation, device Micro film, filming, cloning, Destruction Papers.</p> <p>How Use Calculator in Preservation.</p>	<p>Seventeenth</p> <p>Eighteenth</p> <p>Nineteenth</p> <p>Twentieth</p> <p>Twenty 1st</p> <p>twenty 2nd</p> <p>Twenty 3rd</p> <p>Twenty fourth</p> <p>Twenty Fifth</p> <p>Twenty Sixth</p> <p>Twenty Seventh</p> <p>Twenty Eighth</p> <p>Twenty Ninth</p> <p>Thirtieth</p>
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plan development The decision Academic
development The decision from during examining on Methods Correspondence Postal And methods Preservation Modern And enter it With the curriculum

Structure Infrastructure	
Book of correspondence, mail and preservation	1 Books decided required
Correspondence Governmental I praised Hamoudi, Warqaa Thamer, 1993 Mail And memorization Samira Bashir, generous Wissa, 1980	2 the reviewer Main (Sources)
Correspondence Governmental I praised Hamoudi, Warqaa Thamer, 1993 Mail And memorization Samira Bashir, generous Wissa, 1980	A Books And references that recommend With it (Magazines Scientific , reports ,....)
https://www.noor-book.com/-pdf	B - the reviewer Electronic, websites The Internet

Course description form

Course description

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

1.name / Code The decision	principles Administration
2.shapes the audience Available	Lectures
3.the chapter / the year	annual
4.number hours Scholarship (total)	3
5.date Preparation this the description	3\4\2024
6.Teacher's name	Assist Instructor: Aqila Qahtan Kareem
Goals The decision	
<p>Public :- Exp Students Concepts Basic Related With activities Administrative that You practice it the organization And its applications.</p> <p>Private:-Enable student from Identify on Concept Administration Modern in area the job And secretarial And gain the information in this the field.</p>	

Course description form

Course description

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

name / Code The decision	Readings Legal
shapes the audience Available	Lectures
the chapter / the year	Annual
number hours Scholarship (total)	3
date Preparation this the description	3/4/2024
Teacher's Name	Instructor. Hussein Fahim Abdalhussein
Goals The decision	
<p>the public:-Enable student from formation Mentality Legal believe With importance the law And his existence To organize Links Social In language English.</p> <p>Private:-Enable student from Identify on the law from Hand tariff And its sources And its sections And how Explanation Texts Legal And gain it Skill To express on that In language English.</p>	

Outputs The decision And methods education And learning And evaluation
<p>A- Objectives Cognitive</p> <p>Enable student from Identify on the law from Hand tariff And its sources And its sections And how Explanation Texts Legal And gain it Skill To express on that In language English</p>
<p>B - Objectives Marathi Private By decision.</p> <p>Enable student from formation Mentality Legal believe With importance the law And his existence To organize Links Social In language English</p>
Methods education And learning
1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer

Methods Evaluation
the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily
<p>C- Objectives Sentimentality And value</p> <p>Enable student from formation Mentality Legal believe With importance the law And his existence To organize Links Social In language English Enable student from Identify on the law from Hand tariff And its sources And its sections And how Explanation Texts Legal And gain it Skill To express on that In language English.</p>
Methods education And learning
1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer
Methods Evaluation
the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily
<p>Dr -Skills the public And qualifying Movable (Skills The other Related Capable recruitment And evolution Personal).</p> <p>Enable student from formation Mentality Legal believe With importance the law And his existence To organize Links Social In language English</p>

Course structure

Theoretical Items	Week
The concept of law, Definition of law, Law, Religion, and morals	1- 2
The purpose and importance of law, Law and society	3- 4
The legal rule, The characteristics of legal rule	5-6
General abstract attendance	7-10
Sources of law	7-10
direct sources, legislation, custom, Islamic law and principles of justice	
Indirect sources	11-13
Judicial opinions and judicial decisions	
Classification of law	14-15
Public law and private law	
Branches of public law	16-20
Constitutional law, Administrative law, public international law, Criminal law and criminal procedures, Financial law	
Branches of Private law	12-25
Personal statuses law, Civil law, Commercial law, Executive law, Civil Procedures,	
Interpretation of law, Definition, The need of interpretation, Kinds of interpretation	26-30
Definition of Legal Right, Kinds of Legal Rights	
Elements of Right, Sources of a Right, Events, Acts	
Practical Items	Week
Exercises about Law, Religion, and morals	1- 2
Exercises and Examples about The legal Rule, The characteristics of legal rule	3- 4
General abstract attendance	
Exercises and Examples about Sources of law, legislation, custom, Islamic law and principles of justice	5-6
Exercises and Examples about Indirect sources	7-10

Judicial opinions and judicial decisions	
Classification of law	
Exercises and Examples about public law and private law	11-13
Exercises and Examples about Branches of Public law, Constitutional law, Administrative law, public international law, Criminal law and criminal Procedures, Financial law	16-20
Exercises and Examples about Branches of Private law, Personal statuses law, Civil law, Commercial law, Executive law, Civil Procedures,	12-25
Exercises and Examples Interpretation of law, Kinds of interpretation	26-30
Exercises and Examples of Legal Right, Kinds of Legal Rights Elements of Right, Sources of a Right, Events, Acts	

References/

- 1- F. M. Goady, Introduction to the study of law, London, 1985.
- 2- D. Liyod, The idea of law, 1982.

Structure Infrastructure	
Introduction to studying law in English	1 Books decided required
<p style="text-align: right;">References/ 1- F. M. Goady, Introduction to the study of law, London, 1985. 2- D. Liyod, The idea of law, 1982.</p>	2 the reviewer Main (Sources)
<p style="text-align: right;">References/ 1- F. M. Goady, Introduction to the study of law, London, 1985. 2- D. Liyod, The idea of law, 1982.</p>	A Books And references that recommend With it (Magazines Scientific , reports ,....)
<p>https://www.uncfsu.edu/assets/Documents/College%20of%20Business%20and%20Economics/legal.pdf</p>	B - the reviewer Electronic, websites The Internet

plan development The decision Academic
addition Topics Innovative from during Legislation Legal And constitutionalism Modern And convert it For language English

Course description form

Course description

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

1.name / Code The decision	administration the service Civilian
2.shapes the audience Available	Lectures
3.the chapter / the year	Annual
4.number hours Scholarship (total)	3
5.date Preparation this the description	3/4/2024
6.Teacher's name	Dr. Shaima Tram Laftah
Goals The decision	
Outputs The decision And methods education And learning And evaluation	
<p>A- Objectives Cognitive identification student on establish And principles administration the service Civilian in Institutions Governmental Self Character Civil While Regard Concerning employees And you appoint them according to analysis And characterization For jobs With what He guarantees investigation Goals the device Administrative Government And goals employees</p>	

<p>B - Objectives Marathi Private By decision. Enable student from to set Activities that Located within specialization the service Civilian And put Description For business And jobs And determine Catalysts Materialism And moral For employees And controls that organize Affairs employees gesticulate for them from rights gesticulate on them from Duties</p>
<p>Methods education And learning</p>
<p>1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer</p>
<p>Methods Evaluation</p>
<p>the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily</p>
<p>C- Objectives Sentimentality And value identification student on establish And principles administration the service Civilian in Institutions Governmental Self Character Civil While Regard Concerning employees And you appoint them according to analysis And characterization For jobs With what He guarantees investigation Goals the device Administrative Government And goals employee</p>
<p>Methods education And learning</p>
<p>1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer</p>
<p>Methods Evaluation</p>
<p>the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily</p>

Course structure

Vocabulary the theory	
details Vocabulary	the week
What it is administration Affairs employees And its development administration Affairs employees between Centrality And decentralization.	First Second Third

Structures And the frames organizational, Careers administration Affairs employees And its powers.	Fourth
Principles The three.	Fifth
identification Function the public And develop Its concept, Function the public And the job private, features Function the public in The two systems css And the open one.	Sixth
environment Function the public And impact Variables Political And economic And social And cultural on Function the public.	Seventh
identification employee the service Civilian And his position And his role in life the public relationship Employee General Standing In the country Categories employees And their types	Eighth
Commitments employees The two governments, Violations And penalties disciplinary, rights employees and their duties, Strike on Function the public.	Ninth
analysis jobs, Strategies analysis jobs, ingredients Function, Importance analysis Jobs and its uses, design Function.	Tenth
Description And arrangement Jobs in Iraq. evaluation Jobs And its concept And his methods.	Eleventh
Wages And salaries, Basis Theoretical she has, factors Influential In which.	Twelfth
Species Wages And salaries And methods Define it. Policies Wages And salaries in Iraq.	Thirteenth
training employees The two generals, His concept And its importance.	Fourteenth
Species And methods Training. Training System Integrated.	Fifteenth
calendar Training Training in Iraq.	Sixteen
Stimulus Career and its components, Theories Stimulus.	Seventeenth
the satisfaction career, Incentives in Iraq.	Eighteenth
calendar performance employee the service civil, His concept And methods, calendar the performance in Iraq.	Nineteenth
	Twentieth
	Twenty 1st

maintenance Employee General And the province on him, His concept, Species Policies And programs Maintenance.	twenty 2nd
	Twenty 3rd
	Twenty fourth
	Twenty Fifth
	Twenty Sixth
	Twenty Seventh
	Twenty Eighth
	Twenty Ninth
	Thirtieth

Vocabulary the operation	
details Vocabulary	the week
Applications around administration Affairs employees between Centrality And decentralization.	First
Preparation cases And discuss it For jobs administration Affairs employees And its powers.	Second
Preparation Forms on appearance the structure Organizational For devices the service Civilian.	Third
an offer cases For the job the public And the job Private in The two systems css And the open one.	Fourth
an offer cases For effect Variables Political And economic And social And cultural on Function the public.	Fifth
an offer appearance Show environment Function the public. an offer appearance Show environment Function Private.	Sixth
cases Study Applied around Categories employees And their types.	Seventh
an offer Forms in Violations And penalties Disciplinary.	Eighth
cases Applied To strike on Function the public.	Ninth
Preparation appearance Show ingredients Function,	

Preparation appearance Show steps Procedure practical analysis Jobs. Preparation model poll on job Certain an offer Schedule Show grades employees The two generals And its development in Iraq an offer model To the order Administrative directly employee.	Tenth
an offer model To the order Administrative to assign employee.	Eleventh
an offer Schedule Show sort Jobs in the organization..	Twelfth
an offer Schedule Show Categories or grades Scale Evaluation in organized Assumed.	Thirteenth
Preparation Schedule It is clear distribution Wages on Factors Comparison For a group from Jobs Function Assumed.	Fourteenth
Preparation Schedule Show Factors Comparison or Evaluation And its elements the basic And levels Evaluation.	Fifteenth
an offer Schedule Show Importance Relativity Assumed For factors Evaluation in organized Selected.	Sixteen
an offer Forms For tables Show Items And grades Functional According to Its development in Iraq.	Seventeenth
an offer model Show How development The individual on road Training.	Eighteenth
an offer model Show Input Training in investigation Goals the society on road development Powers The worker.	Nineteenth
an offer model or appearance Show System Training Integrated.	Twentieth
an offer model or appearance Show Input Training Integrated.	Twenty 1st
an offer model or appearance Show Operations Training Integrated.	twenty 2nd
an offer model or appearance It is clear Phase the operation The training.	Twenty 3rd
an offer model or appearance Show System Training Integrated.	Twenty fourth
Preparation model Show Entities Responsible on Training in Iraq.	Twenty Fifth
	Twenty Sixth
	Twenty Seventh
	Twenty Eighth

<p>an offer model or appearance It is clear How It happens the desire in the job I have Employee. an offer model or appearance Show ingredients system Stimulus.</p> <p>Preparation cases Study on Theories Stimulus.</p> <p>Preparation cases Study on Methods calendar performance employees.</p>	<p>Twenty Ninth Thirtieth</p>
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Sources/

- 1- Dr.. Abbas Hussein Jawad, Dr. Najm Abboud Al-Azzawi, Arzuki Abbas slave, administration Resources Humanity with the focus on administration Affairs employees generalists, Babylon, 2005.
- 2- Dr. Amer Al-Kubaisi, Management Affairs employees And workers in the service Al-Madaniyya, Mosul,1987.
- 3- Dr.. Habeesh Fawzi, Public Service and Personnel Administration, None,1986.

Structure Infrastructure	
Lectures	1 Books decided required
<p>Sources/</p> <p>Dr.. Abbas Hussein Jawad, Dr. Najm Abboud Al-Azzawi, Arzuki Abbas slave, administration Resources Humanity with the focus on administration Affairs employees generalists, Babylon, 2005.</p> <p>Dr. Amer Al-Kubaisi, Management Affairs employees And workers in the service Al-Madaniyya, Mosul,1987.</p> <p>Dr.. Habesh Fawzy, Function the public And management Affairs employees, without,</p>	2 the reviewer Main (Sources)

<p>Sources/ Dr.. Abbas Hussein Jawad, Dr. Najm Abboud Al-Azzawi, Arzuki Abbas slave, administration Resources Humanity with the focus on administration Affairs employees generalists, Babylon, 2005. Dr. Amer Al-Kubaisi, Management Affairs employees And workers in the service Al-Madaniyya, Mosul,1987. Dr.. Habesh Fawzy, Function the public And management Affairs employees, without,</p>	A Books And references that recommend With it (Magazines Scientific , reports ,....)
https://ebook.univeyes.com	B - the reviewer Electronic, websites The Internet

Course development plan

Adding personal topics has a legal status that expands with disciplinary penalties because the vocabulary depends largely on the administration

Course description form

Course description

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

name / Code The decision	Applications Computer
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shapes the audience Available	Lectures
the chapter / the year	Annual
number hours Scholarship (total)	3
date Preparation this the description	3/4/2024
Teacher's name	Instuctor. Hosam Hassan Mohammed
Goals The decision	
<p>the public:-Goals Subject the public:-identification student on parts the computer different And organize Employment different And orders Private Managed by Files And applications different. Private:-Enable student from Identify on Applications Calculator used Self Relationship By specialty And how Dealing with her in the job Administrative.</p>	

Outputs The decision And methods education And learning And evaluation
<p>A- Objectives Cognitive identification student on parts the computer different And organize Employment different And orders Private Managed by Files And applications Different. Empowerment student from Identify on Applications Calculator used Self Relationship By specialty And how Dealing with her in the job Administrative.</p>
<p>B - Objectives Marathi Private By decision. Enable student from Identify on Applications Calculator used Self Relationship By specialty And how Dealing with her in the job Administrative</p>
Methods education And learning
1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer

Methods Evaluation
the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily
C- Objectives Sentimentality And value identification student on parts the computer different And organize Employment different And orders Private Managed by Files And applications different.
Methods education And learning
1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer
Methods Evaluation
the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily
D -Skills the public And qualifying Movable (Skills The other Related Capable recruitment And evolution Personal). identification student on parts the computer different And organize Employment different And orders Private Managed by Files And applications different And work on the computer And its programs

Course structure

details Vocabulary	the week
the definition With computers, Its generations And its components Materialism And software (software the system And programs applied).	First
System Employment MS-DOS, Concept System Employment, Signal the system, discs, Evidence And its levels And files, orders System	Second
Employment Interior And external.	Third
	Fourth
	Fifth

orders System Employment Interior DIR,DEL,TIME,DATE,CLS,RD,CD,MD,ECHO,P ROMPT,REN,COPY,VOL,VER,PATH commands	Sixth
System Employment External EDIT,TREE,XCOPY,FORMAT,CHKDSK,DISCK COPY.	Seventh
System Employment Windows is understandable And its advantages and its requirements, ingredients the screen Main To surface the desk, Concept The icon style Dealing with events mouse,	Eighth
Importance And components tape mission, Benefit from existing never To enter For programs, Exit from the system And extinguish Calculator.	Ninth
Concept the window for any Programs And get to know on Its components Main And deal with Iconlet Surface the desk.	Tenth
Identify on ingredients My Computer from where Discs And folders And files ,copies Volumes And files, Benefit from Shearing And paste, knowledge features Discs And folders And files, Dealing with Basket Trash And how delete Files And retrieve it.	Eleventh
Benefit from Programs painting the control Control Panel like icon Mous and disply and how to changing background Surface the desk And control in Hafez the screen And change appearance Lists	Twelfth
Windows And its colors, And an icon add,remove program.	Thirteenth
Benefit from option run in to implement Programs In a way direct And also the shift to badge Regularity Employment ms-dos and handling with My orders.	Fourteenth
Use Programs entertainment Windows Media Player such as in employment the movies.	Fifteenth
Benefit from Programs The extraAccessories such as god CalculatorCalculator.	Sixteen
Dealing with Programs The drawingPaint in construction And save And recovery Fees from during Orders that Provides it.	Seventeenth
Dealing with window NotesNotepad, Wordpad in writing Texts And save it And retrieve it And print	Eighteenth
	Nineteenth
	Twentieth
	Twenty 1st
	twenty 2nd

<p>it And change pattern Print it And its coordination. Identify on How Get on Help And its methods different.</p> <p>Concept virus Calculators Computer VirusesHow to injury And its types And processed And deal with her from during Programs Anti Antiviruses are available within environment System Employment Windows.</p>	<p>Twenty 3rd</p> <p>Twenty fourth</p> <p>Twenty Fifth</p> <p>Twenty Sixth</p> <p>Twenty Seventh</p> <p>Twenty Eighth</p> <p>Twenty Ninth</p> <p>Thirtieth</p>
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<p>plan development The decision Academic</p>
<p>Enter Programs Modern And applications Sophisticated in area Calculators Practical And theoretical</p>

<p>Structure Infrastructure</p>	
<p>Lectures on computer applications</p>	<p>1 Books decided required</p>
<p>computer applications</p>	<p>2 the reviewer Main (Sources)</p>
<p>https://www.noor-book.com/-pdf</p>	<p>A Books And references that recommend With it (Magazines Scientific , reports ,....)</p>
<p>https://www.kutubpdfbook.com/book/.html</p>	<p>B - the reviewer Electronic, websites The Internet</p>

Course description form

Course description

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

name / Code	The decision rights Human
shapes the audience Available	Lectures
the chapter / the year	annual
number hours Scholarship (total)	2
date Preparation this the description	3/4/2024
Teacher's name	Instructor. Moshtaq Talib Mohanna
Goals The decision	
<p>the public:-identification student With rights Human And its development Historical And charters And agreements International that She listened on her And also Canons Heavenly Such as Islamic Law Islamic And constitutions Interior.</p> <p>Private:-Enable student from Identify on What is meant? With rights Human And its</p>	

guarantees on Upper Egypt the National And its types.

Outputs The decision And methods education And learning And evaluation

A- Objectives Cognitive

identification student With rights Human And its development Historical And charters And agreements International that She listened on her And also Canons Heavenly Such as Islamic Law Islamic And constitutions Internal.Enable student from Identify on What is meant? With rights Human And its guarantees on Upper Egypt the National And its types.

B - Objectives Marathi Private By decision.

identification student With rights Human And its development Historical And charters And agreements International that She listened on her And also Canons Heavenly Such as Islamic Law Islamic And constitutions Interior

Methods education And learning

1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer

Methods Evaluation

the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily

C- Objectives Sentimentality And value

identification student With rights Human And its development Historical And charters And agreements International that She listened on her And also Canons Heavenly Such as Islamic Law Islamic And constitutions Interior

Methods education And learning

1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer

Methods Evaluation

the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily

Dr -Skills the public And qualifying Movable (Skills The other Related Capable recruitment And evolution Personal).

identification student With rights Human And its development Historical And charters And agreements International that She listened on her And also Canons Heavenly Such as Islamic Law Islamic And constitutions Internal.Enable student from Identify on What is meant? With rights Human And its guarantees on Upper Egypt the National And its types

Course structure

Vocabulary the theory	
details Vocabulary	the week
rights Human in Civilizations Old with the focus on civilization valley Mesopotamia.	First
rights Human in Canons Heavenly with the focus on Islamic Law Islamic.	Second
rights Human in Doctrines And schools And theories Political.	Third
advertisements rights Human And revolutions And constitutions (documents english, revolution American And French and Russian).	Fourth
Recognition International With rights Human since the war Globalism The first (League Nations, Nations United).	Fifth
Recognition Regional With rights Human,	Sixth
	Seventh

Convention European For rights Human For the year 1950, Convention American For rights Human For the year 1969, Charter African For rights Human 1981, Charter Arabi For rights Human 1994. Organizations not Governmental And rights Human (Committee International For the cross the Red, organized pardon international, organized monitoring rights Human, the organization Arabic For rights Human, Organizations Nationalism For rights Human).	Eighth
rights Human in Constitutions Iraqi between the theory And reality.	Ninth
rights Human, Selection And the definition And guarantees, in Advertising Global For rights Human And charters international, in Charters Regional And constitutions patriotism, shapes And varieties rights Human And interconnectedness Among them, rights Human Individuality and collectivism, rights Human Economic And social and cultural, rights Human Civilian And political.	Tenth
rights Human modern, Right in development, in the environment, in Solidarity, Interconnectedness between rights Human.	Eleventh
Guarantees respect And protection rights Human on Upper Egypt the National, Guarantees in the Constitution And the laws And in principle sovereignty the law.	Twelfth
Guarantees Freedoms the public, Litigation or Grievance not judicial, Appeal judicial, Jurisdiction Judicial in area Freedoms the public.	Thirteenth
Effect Duality Judiciary on Freedoms the public. Freedoms the public Accordingly Jurisprudence Administrative, Principles the public.	Fourteenth
Concept equality, Its development Historical And the hadith, equality between Genders, equality between Individuals According to Their beliefs And their element.	Fifteenth
	Sixteen
	Seventeenth
	Eighteenth
	Nineteenth
	Twentieth
	Twenty 1st
	twenty 2nd
	Twenty 3rd
	Twenty fourth

	Twenty Fifth
	Twenty Sixth
	Twenty Seventh
	Twenty Eighth
	Twenty Ninth
	Thirtieth

Structure Infrastructure	
Lectures	1 Books decided required
International agreements, Universal Declaration of Human Rights, United Nations Charter, International Covenant on Civil and Political Rights	2 the reviewer Main (Sources)
International agreements, Universal Declaration of Human Rights, United Nations Charter, International Covenant on Civil and Political Rights	A Books And references that recommend With it (Magazines Scientific , reports ,....)
https://www.ohchr.org/sites/default/files/Documents/Countries/IQ/HRReportMarApr2006AR.pdf https://jlaw.journals.ekb.eg/article_45213_7462a246a457123da99ad952674b2607.pdf	B - the reviewer Electronic, websites The Internet

plan development The decision Academic

Enter Agreements Regional For countries No advanced in area rights Human Especially Countries the Union European , and enter study Decisions Outgoing from Courts Competent in Issues rights Human And strive To continue in to open studies Alia Specialized in area rights Human And democracy

Course description form

Course description

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

name / Code The decision	Law Implementation And registration Real estate
shapes the audience Available	Lectures
the chapter / the year	annual
number hours Scholarship (total)	5

date Preparation this the description	3/4/2024
Teacher's name	Assist. Prof. Dr. Hani Abdallah Omran
Goals The decision	
<p>the public:-identification student Tightly Law Implementation number 54 for the year 1980, With what in that the structure Organizational For a device Implementation And bonds Executive And types Implementation And procedures Implementation Jabri And his ways And book And sell Money Movable And real estate, And also to explain And clarify More important Provisions Law Register Real estate number 42 for the year 1971 especially Specialties Directorate Register Real estate And types Records And maps And its rule Legal And also The file And how Register in Records And types Register And procedures Formalism for him.</p> <p>Private:-Enable student from Identify on How Implementation on Debtor abstaining on to implement His commitment And a statement Roads Legal And procedures Private With reservation funds Debtor Movable And real estate And get to know on registration Real estate Basim the person Moral And natural, And also Enable student from Identify on Importance Register Real estate gesticulate she Conditions And its topics To benefit from him Ave life the operation.</p>	

Outputs The decision And methods education And learning And evaluation
<p>A- Objectives Cognitive identification student Tightly Law Implementation number 54 for the year 1980, With what in that the structure Organizational For a device Implementation And bonds Executive And types Implementation And procedures Implementation Jabri And his ways And book And sell Money Movable And real estate, And also to explain And clarify More important Provisions Law Register Real estate number 42 for the year 1971 especially Specialties Directorate Register Real estate And types Records And maps And its rule Legal And also The file And how Register in Records And types Register And procedures Formalism for him</p>

B - Objectives Marathi Private By decision.

Enable student from Identify on How Implementation on Debtor abstaining on to implement His commitment And a statement Roads Legal And procedures Private With reservation funds Debtor Movable And real estate And get to know on registration Real estate Basim the person Moral And natural, And also Enable student from Identify on Importance Register Real estate gesticulate she Conditions And its topics To benefit from him Ave life the operation.

Methods education And learning

1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer

Methods Evaluation

the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily

C- Objectives Sentimentality And value identification student Tightly Law Implementation number 54 for the year 1980, With what in that the structure Organizational For a device Implementation And bonds Executive And types Implementation And procedures Implementation Jabri And his ways And book And sell Money Movable And real estate, And also to explain And clarify More important Provisions Law Register Real estate number 42 for the year 1971 especially Specialties Directorate Register Real estate And types Records And maps And its rule Legal And also The file And how Register in Records And types Register And procedures Formalism for him

Methods education And learning

1- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer

Methods Evaluation
<p>the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily</p>
<p>Dr -Skills the public And qualifying Movable (Skills The other Related Capable recruitment And evolution Personal).</p> <p>Enable student from Identify on How Implementation on Debtor abstaining on to implement His commitment And a statement Roads Legal And procedures Private With reservation funds Debtor Movable And real estate And get to know on registration Real estate Basim the person Moral And natural, And also Enable student from Identify on Importance Register Real estate gesticulate she Conditions And its topics To benefit from him Ave life the operation</p>

Course structure

Vocabulary the theory	
details Vocabulary	the week
Brief on device Implementation in Iraq, the structure Organizational To preside circle implementation, the structure Organizational For a directorate implementation, Goals Law Implementation And the foundations that get up on her.	First Second Third
Bonds executive, rulings, Its types, Provisions Vise And the decided And the revealer.	Fourth Fifth
Editors executive, Papers Commercial And bonds Installed Catch up Personal And right Eyes, Bail The incident Before port Justice, Decisions And orders that He gave it the law For a decision Implementation.	Sixth Seventh
Species implementation, Implementation Satisfaction And its advantages, Implementation	Eighth

Jabri And his cases And its procedures He demanded Implementation And its conditions.	Ninth
note News By implementation, means Implementation Aljabri, Power fatalism And prevent Debtor from travel.	Tenth
imprisonment Debtor And his cases, And cases that no Permissible In which imprisonment Debtor.	Eleventh
stood up implementation, delay Implementation And his cases, antiquities delay Implementation.	Twelfth
reservation funds Debtor And its provisions And the money that no Permissible Reserve it.	Thirteenth
reservation Money Movable and its procedures, procedures sale Money Movable.	Fourteenth
reservation what For the debtor I have Others And book Salaries And allocations.	Fifteenth
reservation The property And its procedures. sale The property and its procedures, , procedures sale Money Pawned.	Sixteen
outcome Implementation And distribute it on creditors, rights Franchise To creditors. Issues Applied in distribution outcome Implementation.	Seventeenth
Appeal in decisions port Justice And the statute of limitations And its types.	Eighteenth
introduction on Register Real estate and its development, boss Register Real estate year, president Register real estate, Record Real estate And the personal And the bond And the file Map.	Nineteenth
Systems Register And its types.	Twentieth
specialization Directorate Register Real estate And types Actions Real estate.	Twenty 1st
Species Real estate, meaning Act real estate, Register in circle Register Real estate.	twenty 2nd
Records And its rule legal, Register in Records And switch And correction.	Twenty 3rd
The file And its rule legal, Species Maps And its rule Legal And types Register.	Twenty fourth
Investigate Primer and its procedures, And registration The renewed and its procedures, And endorsement And its procedures.	Twenty Fifth

<p>procedures Formalism to sign up, procedures Primary to sign up, presentation to request Register. Examination It includes, to examine The file And the record And audit Transaction And documents that Depends on her from an agency or argument legitimacy or Commandment or Kassam Lawful, to examine Locations Legal And the reveal And believe it tax Income And he paid The drawing. Register It includes Documentation And registration And audit Transaction.</p> <p>formation Bodies Auditing Decentralization and its duties, And issue The bond And its contents And his wisdom.</p> <p>Champions Register And his ways And effects Heroes.</p> <p>procedures Register By proxy And registration Based on to an agency And to argument legitimacy or Kassam Lawful or document Outgoing from Outside Iraq.</p> <p>Register Basim the person Moral Arab or foreign. Formations Administrative To preside circle book Return and its circles, conditions hiring Writer Justice And his specializations, registration Machines And types Other from Transactions.</p> <p>procedures Writer Justice on Transactions that progress for him or require Obtaining consent destinations other, procedures Interpolation fees, to rule Bonds And agencies from side Legal after Believe it.</p>	<p>Twenty Sixth</p> <p>Twenty Seventh</p> <p>Twenty Eighth</p> <p>Twenty Ninth</p> <p>Thirtieth</p>
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Vocabulary the operation	
details Vocabulary	the week
<p>fee the structure Organizational To preside circle Implementation.</p> <p>fee the structure Organizational For a directorate Implementation And complexes Executive.</p> <p>procedures to receive Provisions And editors Executive And audit it And register it in register Basis.</p>	<p>First</p> <p>Second</p> <p>Third</p> <p>Fourth</p> <p>Fifth</p>

procedures tracking to implement Correspondence Related With the editor Executive And install Settlement between Creditor And the debtor And a card Judgment And the editor Executive.	Sixth
procedures Interpolation Fees Executive.	Seventh
procedures to organize record Implementation Satisfaction.	Eighth
procedures to organize record Implementation Jabri. note News By implementation.	Ninth
procedures reservation Money Movable And sell it. procedures reservation what For the debtor I have Others.	Tenth
procedures reservation Salaries And allocations. procedures Collection Debt Expenses.	Eleventh
procedures reservation Real estate and sell it, procedures stood up Implementation And delay it.	Twelfth
procedures distribution outcome Implementation on Creditors.	Thirteenth
procedures Dropp off Implementation And demand With trusts.	Fourteenth
Training on System Register Real estate The follower currently.	Fifteenth
the definition In terms Law Register Real estate. Training on Business circle Register Real estate.	Sixteen
Records And its rule legal, The file And how Open it And save it And its rule Legal.	Seventeenth
Maps And its types And procedures Its design. Training on Species Register, Investigate Primer And registration The renewed And endorsement.	Eighteenth
Training on procedures Register in Records Private With rights In kind The original And dependency And records Personal.	Nineteenth
procedures Formalism to sign up And its stages. Identify on procedures Audit Transactions And its importance And its effects.	Twentieth
Training on procedures Issuance The bond.	Twenty 1st
Training on Methods Express Register.	twenty 2nd
Training on procedures Register By proxy And registration Based on to an agency And to argument	

legitimacy or Kassam Lawful or document Outgoing from Outside Iraq.	
Training on procedures Register Basim the person Moral.	Twenty 3rd
Training on procedures Register Basim the person The foreigner.	Twenty fourth
Training on fee the structure Organizational To preside the book Return and its circles, Training on procedures hiring Writer Justice.	Twenty Fifth
Training on procedures to organize Transaction.	Twenty Sixth
Training on procedures Writer Justice on agency.	Twenty Seventh
Training on procedures Writer Justice on registration Machines.	Twenty Eighth
Training on procedures ratification Notebooks Commercial.	Twenty Ninth
Training on procedures Writer Justice on Transactions that progress for him or require Obtaining consent destinations other, And procedures Interpolation Fees Adliya, And procedures Realize Files And registration in Records And save Deposits.	Thirtieth

Vocabulary Applied	
details Vocabulary	the week
Organization Administrative For a device Implementation in Iraq.	First
Formations circles Implementation And complexes Executive.	Second
knowledge The foundations And the principles To the law Implementation number 54 for the year 1980	Third
How Audit Provisions And editors Executive.	Fourth
How stabilizing Settlement between Creditor And the debtor.	Fifth
How Procedure Implementation Satisfaction.	Sixth
How Procedure Implementation Jabri.	Seventh
How reservation Money Movable And sell it.	
How reservation what For the debtor I have Others.	
How reservation Salaries And allocations.	Eighth

How Collection Debt Expenses.	
How reservation Real estate and sell it,	Ninth
How stood up Implementation And delay it.	Tenth
How distribution outcome Implementation on Creditors.	
Prescription Hometown To implement And cases Dropp off right Claim With trusts.	
Identify on How Use Terms Law Register Real estate.	Eleventh
Identify on Actions that Specializes With it circle Register real estate, And knowledge Species Real estate.	Twelfth
Identify on Maps And its types And procedures Its design.	Thirteenth
procedures all Type from Species Register,	Fourteenth
Investigate Primer And registration The renewed And endorsement.	Fifteenth
Identify on How Register in Records Private With rights In kind The original.	Sixteen
Identify on How Register in Records Private With rights Dependency Identify on How Register in Records Personal.	Seventeenth
procedures Formalism to sign up And its stages And her steps Include presentation the form And he asked Register And from then to examine	Eighteenth
Transaction And the reveal on The property then Ratification on Transaction from before Tax Destinations Other then Register in Record.	Nineteenth
Identify on How Audit Transactions And formation Bodies Auditing Decentralization And its duties.	Twentieth
Identify on the structure Organizational To preside the book Return and its circles, Identify on procedures hiring Writer Justice.	Twenty 1st
procedures to organize Transaction.	twenty 2nd
procedures Writer Justice on registration Machines.	Twenty 3rd
procedures ratification Notebooks Commercial.	Twenty fourth
How practice procedures Writer Justice on Transactions that progress for him or require Obtaining consent destinations other,	Twenty Fifth
to rule Bonds And agencies from side Legal after	

Believe it. procedures Interpolation Fees Adliya, procedures Realize Files And registration in Records And save Deposits.	Twenty Sixth
	Twenty Seventh
	Twenty Eighth
	Twenty Ninth
	Thirtieth

Sources/

- 1- Adam Waheeb Al-Nadawi, Provisions Law implementation, Printing press university Baghdad, 1983.
- 2- Adam Waheeb Al-Nadawi friendship. happy congrats, to explain Law implementation, Printing press university Baghdad, 1984
- 3- Dr.. Ahmed Abu Loyalty, procedures implementation, Dar: house Renaissance Arabic, Cairo.1995.
- 4- Dr.. Mustafa glorious, to explain Law Register real estate, C1, Printing press Guidance, Baghdad, 1972.
- 5- Dr.. Mustafa glorious, to explain Law Register real estate, C1, Printing press acquaintances, Baghdad, 1979.
- 6- Dr.. slave Glorious Knowing, study in Law Register real estate, the organization Arabic For education And culture and sciences, institute Research And studies Arabic, 1972.

Structure Infrastructure	
Provisions of the Real Estate Implementation and Registration Law	1 Books decided required
Adam Waheeb Al-Nadawi, Provisions Law implementation, Printing press university Baghdad, 1983. Adam Waheeb Al-Nadawi friendship. happy	2 the reviewer Main (Sources)

<p>congrats, to explain Law implementation, Printing press university Baghdad, 1984</p> <p>Dr.. Ahmed Abu Loyalty, procedures implementation, Dar: house Renaissance Arabic, Cairo.1995.</p> <p>Dr.. Mustafa glorious, to explain Law Register real estate, C1, \Printing press acquaintances, Baghdad, 1979.</p> <p>Dr.. slave Glorious Knowing, study in Law Register real estate, the organization Arabic For education And culture and sciences, institute Research And studies Arabic, 1972.</p>	
<p>Dr.. Mustafa glorious, to explain Law Register real estate, C1, Printing press Guidance, Baghdad, 1972.</p>	<p>A Books And references that recommend With it (Magazines Scientific , reports ,....)</p>
<p>https://services.gov.krd/sites/default/files/uploaded-laws</p> <p>https://law.aliraqia.edu.iq/wp-content/uploads/2023/06/45-%D9%84%D8%B3%D9%86%D8%A9-1980.pdf</p>	<p>B - the reviewer Electronic, websites The Internet</p>

<p>plan development The decision Academic</p>
<p>keeping up Legislation And Modifications Constitutionalism Modern And enter it within Curriculum</p>

Course description form
Course description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve,

demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description.;

name / Code The decision	Origins Trials Penal
shapes the audience Available	Lectures
the chapter / the year	annual
number hours Scholarship (total)	5
date Preparation this the description	3\4\2024
Teacher's name	Instructor. Aseel Hatim Toman
Goals The decision	
<p>the public:-identification student By lawsuit Penal And means Move it And a role Members Setting Judicial And the claim General And study Methods Scientific in Investigation Criminal.</p> <p>Private:-Enable student from Identify on How moving The lawsuit Penal And the destinations that she has right Move it And a role The claim General in Phase The lawsuit different, And study Judgment Judicial Criminal And knock Appeal in it And study Techniques Investigation Criminal.</p>	

Outputs The decision And methods education And learning And evaluation

<p>A- Objectives Cognitive identification student By lawsuit Penal And means Move it And a role Members Setting Judicial And the claim General And study Methods Scientific in Investigation Criminal</p>
<p>B - Objectives Marathi Private By decision. Enable student from Identify on How moving The lawsuit Penal And the destinations that she has right Move it And a role The claim General in Phase The lawsuit different, And study Judgment Judicial Criminal And knock Appeal in it And study Techniques Investigation Criminal.</p>
<p>Methods education And learning</p>
<p>2- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer</p>
<p>Methods Evaluation</p>
<p>the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily</p>
<p>C- Objectives Sentimentality And value identification student By lawsuit Penal And means Move it And a role Members Setting Judicial And the claim General And study Methods Scientific in Investigation Criminal</p>
<p>Methods education And learning</p>
<p>3- road lecture 2- Laboratory 3- Training Systematic 4- Training Summer</p>
<p>Methods Evaluation</p>
<p>the exams Oral , the exams Editorial , Exams The quarterly , Exams Final , Evaluation Daily</p>

Dr -Skills the public And qualifying Movable (Skills The other Related Capable recruitment And evolution Personal).

Enable student from Identify on How moving The lawsuit Penal And the destinations that she has right Move it And a role The claim General in Phase The lawsuit different, And study Judgment Judicial Criminal And knock Appeal in it And study Techniques Investigation Criminal

Course structure

Vocabulary the theory	
details Vocabulary	the week
the definition By law Origins Trials Penal And its development Historical in Iraq, features the law And his relationship With pleadings Civilian.	First Second Third
the definition By lawsuit Penal And its foundation And its nature And his face The resemblance the difference Between them And between The lawsuit civil, means Move it And the destinations that He is entitled she has move it, Crimes that no Permissible Move it unless With a complaint The victim on him or from He represents him Legally.	Fourth Fifth Sixth
the rules Duty Followers in Complaint Private As a multiplicity The victim on them or Multiple The accused, Dropp off Right in presentation Complaint.	Seventh
Law The claim General His goals and its development, Specialties The claim General And its characteristics, turn in Phase The lawsuit Penal.	Eighth
phase Investigate And collect Evidence, the definition With authority Setting Judicial And tasks Authority in This is amazing stage.	Ninth
News on crimes, People Whose They rise With this the mission, procedures Investigation in the crime Acclaimed And other Acclaimed.	Tenth
phase Investigation Primary And its importance, the rules the basic in Investigation And the destinations Competent with it.	Eleventh
procedures Investigation Primary, Hearing	Twelfth

witnesses, Inspection And interrogation Accused, Investigation with Events.	Thirteenth
Decisions that He issues it a judge Investigation in phase Investigation, Decisions that He issues it a judge investigation Events.	Fourteenth
Species Courts Penal And its specializations And its formation And decisions Outgoing about her, features the system Judicial in Iraq.	Fifteenth
procedures Trial And its rules the public, trial Events.	Sixteen
Methods Appeal in Provisions Penal Its importance And its types.	Seventeenth
Concept Investigation And his goal.	Eighteenth
Detective And his recipes And his information And his personality.	Nineteenth
Evidence Criminal.	Twentieth
to examine stage the crime, Reveal on Shop the incident.	Twenty 1st
witness And the testimony.	twenty 2nd
the rules the public in Hearing Witnesses.	
Questioning Accused, His confession And his denial.	Twenty 3rd
antiquities the crime, antiquities Feet And prints Fingers And effects weapons, And others.	Twenty fourth
means Modern in Investigation, device a statement lying, Analysis real estate, Hypnosis Magnetic and its methods, And others.	Twenty Fifth
	Twenty Sixth
	Twenty Seventh
	Twenty Eighth
	Twenty Ninth
	Thirtieth

Vocabulary the operation	
details Vocabulary	the week
examining on procedures moving The lawsuit Penal	First

<p>And how registration Complaint. examining on procedures registration Complaint And investigation Primary from before Detective Justice, And clarify Crimes that no Permissible Move it unless With a complaint The victim on him or from He represents him Legally. the definition In formations The claim General in Iraq Under the law number 159 for the year 1979, Specialties The claim General And its characteristics. examining on records Judges Investigation, like register News the information And he scored Crimes And crimes Grand. examining on register Highlights The crime And lists of detainees. Reviewing the decisions issued by the investigating judge during the investigation stage, the decisions issued by the juvenile investigating judge. Reviewing the records kept by the investigative courts regarding follow-up, closure, and referral. Learn about the preliminary investigation procedures, how to go about resolving the incident, writing the investigation report, drawing a plan for the crime, recording the statements of witnesses and those involved, and how to assign experts and conduct inspections. Reviewing misdemeanor court procedures and trial procedures in summary and non-summary cases, and the records available in these courts, such as the basic register, daily lawsuits, and criminal evidence. Access to the formations of the courts in Iraq, their jurisdictions, and the decisions issued by them. Access to the procedures of the criminal courts in the trial, how to control and manage the session, and the records available in these courts. Reviewing the procedures of the public prosecution departments in the investigation and misdemeanor</p>	<p>Second Third Fourth Fifth Sixth Seventh Eighth Ninth Tenth Eleventh Twelfth Thirteenth Fourteenth Fifteenth Sixteen Seventeenth Eighteenth Nineteenth</p>
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<p>courts and the nature of the work of these departments and their records. And the rules for trying juveniles.</p> <p>Identifying the methods of appealing criminal rulings, the procedures followed with each method, and the period allotted for it.</p> <p>Learn how to forensically examine a crime scene.</p> <p>Learn how to forensically investigate the accident scene.</p> <p>Learn how to inspect and investigate.</p> <p>Learn how to search places, how to hear witnesses, and how to interrogate the accused.</p> <p>See how the accused confessed and denied.</p> <p>Learn how to identify traces of crime, finger prints. Seeing footprints, weapons marks, and blood and semen stains.</p> <p>Access to knowledge of burns, suffocation and rape.</p> <p>Access to modern methods of investigation, such as the lie detector, real estate analysis, hypnosis and its methods, and others.</p>	<p>Twentieth</p> <p>Twenty 1st</p> <p>twenty 2nd</p> <p>Twenty 3rd</p> <p>Twenty fourth</p> <p>Twenty Fifth</p> <p>Twenty Sixth</p> <p>Twenty Seventh</p> <p>Twenty Eighth</p> <p>Twenty Ninth</p> <p>Thirtieth</p>
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Applied vocabulary	
Vocabulary details	Week
<p>Training on procedures for filing a criminal case and how to register a complaint.</p> <p>Training on the procedures for registering the complaint and the preliminary investigation by the forensic investigator, and clarifying the crimes that may not be initiated except by a complaint from the victim or his legal representative.</p> <p>Introducing the public prosecution formations in Iraq under Law No. 159 of 1979, the powers and characteristics of the public prosecution.</p> <p>Training on investigative judges' records, such as the Information Information Register and the</p>	<p>First</p> <p>Second</p> <p>Third</p> <p>Fourth</p> <p>Fifth</p> <p>Sixth</p> <p>Seventh</p>

Crimes and Major Crimes Register.	Eighth
Training on the criminal record and the lists of detainees.	Ninth
Training on the decisions issued by the investigating judge during the investigation stage, and the decisions issued by the juvenile investigating judge.	Tenth
Training on records kept by investigative courts regarding follow-up, closure, and referral.	Eleventh
Training on preliminary investigation procedures, how to go about resolving the incident, writing the investigation report, drawing a plan for the crime, recording the statements of witnesses and those involved, and how to assign experts and conduct inspections.	Twelfth
Training on misdemeanor court procedures, trial procedures in summary and non-summary cases, and the records available in these courts, such as the basic register, daily lawsuits, and criminal evidence.	Thirteenth
Training on the formations of courts in Iraq, their jurisdictions, and the decisions issued by them.	Fourteenth
Training on criminal court procedures in trial, how to control and manage the session, and the records available in these courts.	Fifteenth
Training on the procedures of public prosecution departments in investigation and misdemeanor courts, the nature of the work of these departments and their records. And the rules for trying juveniles.	Sixteen
Identifying the methods of appealing criminal rulings, the procedures followed with each method, and the period allotted for it.	Seventeenth
Training on how to forensically examine a crime scene.	Eighteenth
Training on how to forensically investigate an accident scene.	Nineteenth
Training on how to inspect and investigate.	Twentieth
Training on how to search places, how to hear	Twenty 1st
	twenty 2nd
	Twenty 3rd
	Twenty fourth
	Twenty Fifth

witnesses, and how to interrogate the accused. Training on how the accused confesses and denies. Training on how to identify traces of crime, finger prints. Training on footprints, weapon traces, and blood and semen stains. Training to know about burns, suffocation and rape. Training on modern investigative methods, the lie detector, real estate analysis, hypnosis and its methods, and others..	Twenty Sixth Twenty Seventh Twenty Eighth Twenty Ninth Thirtieth
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- 1- Sources/
- 2- 1- Abdul Amir Al-Ukaili, Dr. Salim Harbah, Principles of Criminal Trials, Parts 1 and 2, Baghdad, 1981.
- 3- 2- Dr. Raouf Obaid, Principles of Criminal Procedure, Part 1 and Part 2, Cairo, 1993.
- 4- 3- Dr. Mahmoud Mahmoud Mustafa, Fanon's explanation of criminal procedures, Cairo, 1999.

Infrastructure	
Explanation of the Code of Criminal Procedure and Criminal Investigation	1. Required prescribed books
Abdul Amir Al-Ukaili, Dr. Salim Harbah, Principles of Criminal Trials, Parts 1 and 2, Baghdad, 1981. Dr. Raouf Obaid, Principles of Criminal Procedure, Part 1 and Part 2, Cairo, 1993. Dr. Mahmoud Mahmoud Mustafa, Fanon's explanation of criminal procedures, Cairo, 1999.	2 -Main references (sources)
Abdul Amir Al-Ukaili, Dr. Salim Harbah, Principles of Criminal Trials, Parts 1 and 2, Baghdad, 1981. Dr. Raouf Obaid, Principles of Criminal Procedure, Part 1 and Part 2, Cairo, 1993. Dr. Mahmoud Mahmoud Mustafa, Fanon's explanation of criminal procedures, Cairo, 1999.	Recommended books and references (scientific journals, reports ,....)

https://wiki.dorar-aliraq.net/iraqilaws/law/4895.html	B - Electronic references, Internet sites...
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Course development plan
Keeping up with modern legislation and constitutional amendments and incorporating them into the curriculum

Course description form
Course description

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

Course name/code	Civil pleadings and evidence
Available attendance forms	Lectures
Semester/year	annual
Number of study hours(total)	5
Date this description was prepared	3\4\2024
Teacher's name	Assist.Instructor. Mahmood Abdabbas

Course Objectives	
<p>General: - Introducing the student to how to file a civil lawsuit according to the nature of the claimed right, how to decide the lawsuit, evidentiary procedures, the role of the judge in it, and methods of appealing civil judgments.</p> <p>Special: - Enabling the student to learn about how to file a civil lawsuit, its parties and conditions, how to conduct judicial notifications, the conditions of judgments, how to implement and appeal them, and the procedures and evidence of evidence.</p>	
Course outcomes and teaching, learning and evaluation methods	
<p>A- Cognitive objectives Introducing the student to how to file a civil lawsuit according to the nature of the claimed right, how to decide the lawsuit, evidentiary procedures, the role of the judge in it, and methods of appealing civil judgments</p>	
<p>B - The skills objectives of the course. Enabling the student to learn about how to file a civil lawsuit, its parties and conditions, how to conduct judicial notifications, the terms of judgments, how to implement and appeal them, and the procedures and evidence of evidence</p>	
Teaching and learning methods	
1 -Lecture method 2- Laboratory 3- Systematic training 4- Summer training	
Evaluation methods	

Oral exams, written exams, semester exams, final exams, daily evaluation
<p>C- Emotional and value goals</p> <p>Introducing the student to how to file a civil lawsuit according to the nature of the claimed right, how to decide the lawsuit, evidentiary procedures, the role of the judge in it, and methods of appealing civil judgments.</p>
Teaching and learning methods
1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training
Evaluation methods
Oral exams, written exams, semester exams, final exams, daily evaluation
<p>D - Transferable general and qualifying skills (other skills related to employability and personal development.).</p> <p>Introducing the student to how to file a civil lawsuit according to the nature of the claimed right, how to decide the lawsuit, evidentiary procedures, the role of the judge in it, and methods of appealing civil judgments.</p>

Course structure

Theoretical vocabulary	
Vocabulary details	Week
To introduce the Civil Procedure Code and its historical development in Iraq.	First, Second
Types of civil courts and their jurisdictions.	Third, Fourth
Civil lawsuit, its definition, conditions and procedures for filing it and estimating its value.	Fifth
Types of lawsuits.	Sixth

Judicial notifications.	Seventh
Trial procedures, rules and etiquette, attendance and absence, proxy in litigation.	Eighth
Incidental and supplementary requests, incidental lawsuits, and the inclusion of a third person in the lawsuit.	Ninth
Judgment issuance procedures, judicial expenses, Judicial Fees Law No. 114 of 1981, basic principles of the law, court fees in general, legal aid, its concept and types.	Tenth
	Eleventh
	Twelfth
	Thirteenth
Methods of appealing civil judgments, their importance and types.	Fourteenth
Objection to the absentee judgment.	Fifteenth
Appeal.	Sixteen
Discrimination.	Seventeenth
Distinctive decision correction.	Eighteenth
Objection by others and retrial.	Nineteenth
The concept of the law of evidence, its objectives and foundations, judicial proof and the role of the judge in it.	Twentieth
Conditions of the incident to be proven.	Twenty 1 st , twenty
	2ndTwenty 3rd
	Twenty fourth
Evidence procedures.	Twenty Fifth
	Twenty Sixth
	Twenty Seventh
	Twenty Eighth
	Twenty Ninth
Evidence, written evidence.	Thirtieth
Confession and interrogation.	
Testimony, oath, inspection and experience.	
Evidence and the validity of rulings.	

Scientific Vocabulary	
Vocabulary Details	Week
Identify the types of civil courts and their jurisdictions.	First, Second Third
Procedures for filing a civil lawsuit, its conditions, and organization of the lawsuit petition.	Fourth, Fifth Sixth
Learn how to conduct judicial notifications.	Seventh and Eighth
Learn about trial procedures, rules and etiquette.	Ninth and Tenth
Training in the court registry, its duties, and its work method.	Eleventh, Twelfth Thirteenth
Procedures for collecting fees.	Fourteenth Fifteenth and Sixteen
Introducing how to keep safe deposits.	Seventeenth Eighteenth
Procedures for how to appeal judgments.	Nineteenth Twentieth
How to organize an appeal petition.	Twenty 1st twenty 2nd
Applications to the rules of appealing judgments in Iraqi law.	Twenty 3rd Twenty fourth
	Twenty Fifth Twenty Sixth

<p>Recognizing the judge’s authority to direct a lawsuit.</p> <p>Learn about evidentiary procedures.</p> <p>Identify the evidence.</p>	<p>Twenty Seventh Twenty Eighth</p> <p>Twenty Ninth Thirtieth</p>
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Applicable Vocabulary	
Vocabulary Course	Week
<p>Learn about the types of civil courts and their jurisdictions.</p> <p>Reviewing the procedures for filing a civil lawsuit, its conditions, and organizing the lawsuit petition.</p> <p>Training on how to conduct judicial notifications.</p> <p>Training on court procedures, rules and etiquette.</p> <p>Training in the court registry, its duties, and its work method.</p> <p>Training on how to collect fees.</p> <p>Training on how to keep safes.</p> <p>Training on how to appeal judgments.</p> <p>How to organize an appeal petition.</p> <p>Applications to the rules of appealing judgments in Iraqi law.</p>	<p>First Second</p> <p>Third, Fourth, Fifth, Sixth Seventh, Eighth Ninth, Tenth</p> <p>Eleventh, Twelfth</p> <p>Thirteenth, Fourteenth Fifteenth, Sixteen Seventeenth Eighteenth, Nineteenth Twentieth</p> <p>Twenty 1st</p>

Recognizing the judge's authority to direct a lawsuit.	twenty 2 nd , Twenty 3 rd , Twenty fourth
Training on evidentiary procedures.	Twenty Fifth Twenty Sixth Twenty Seventh
Training on evidence.	Twenty Eighth Twenty Ninth Thirtieth

Sources/

- 1 -Abdul Rahman Allam, Explanation of the Civil Procedure Law No. 83 of 1969, Baghdad, 1990.
- 2 -Sadiq Haider, Explanation of the Civil Procedure Law No. 83 of 1969, Baghdad, 1988.
- 3 -Dr. Medhat Al-Mahmoud, Explanation of the Civil Procedure Law No. 83 of 1969, Baghdad, 2005.

Infrastructure	
Law of procedures and judicial evidence	1.Required prescribed books
Abdul Rahman Allam, Explanation of the Civil Procedure Law No. 83 of 1969, Baghdad, 1990. Sadiq Haider, Explanation of the Civil Procedure Law No. 83 of 1969, Baghdad, 1988.	2. Main references and volumes
Dr.. Medhat Al-Mahmoud, Explanation of the Civil Procedure Law No. 83 of 1969, Baghdad, 2005.	Recommended books and references (scientific journals, reports ,....)

https://tasjeel.mot.gov.iq/newtasjeel/.pdf	B - Electronic references, Internet sites....
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Course development plan
Keeping up with modern legislation and legal and constitutional amendments and incorporating them into the curriculum

Course description form

Course discription

This course description provides a summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has made the most of the learning opportunities available. It must be linked to the program description.
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Course name/code	Administrative Law
Available attendance forms	Lectures
Semester/year	annual
Number of study hours (total)	3
Date this description was prepared	3\4\2024
Teacher's name	Instructor. Nagam Abdalhussein Khalil
Course Objectives	
General: - Introducing the student to the principles and provisions of	

administrative law and its role in organizing public administration and its means of carrying out its tasks, especially the provisions of public office and the work of public administration represented in administrative decisions and contracts and oversight of those works.

Special: - Enabling the student to become familiar with the legal controls of public administration and its means of managing its work, especially the provisions of public office, determining the extent of the legality of its work and monitoring those works..

Course outcomes and teaching, learning and evaluation methods

A- Cognitive objectives

B - The skills objectives of the course.

-: Enabling the student to become familiar with the legal controls of public administration and its means of managing its work, especially the provisions of public office, determining the extent of the legality of its work and monitoring those works.

Method of Learning and Education

1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training

Evaluation Method
Oral exams, written exams, semester exams, final exams, daily evaluation
C- Emotional and value goals Introducing the student to the principles and provisions of administrative law and its role in organizing public administration and its means of carrying out its tasks, especially the provisions of public office and public administration work represented in administrative decisions and contracts and oversight of those works.
Method of Learning and Education
1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training
Evaluation Method
Oral exams, written exams, semester exams, final exams, daily evaluation
D - Transferable general and qualifying skills (other skills related to employability and personal development). Enabling the student to become familiar with the legal controls of public administration and its means of managing its work, especially the provisions of public office, determining the extent of the legality of its work and monitoring those works.

Course Structure

Theoretical Vocabulary	
Vocabulary details	Week
Introduction to administrative law, its origins, development, characteristics and sources.	First
The basis of administrative law and the scope of its application.	Second Third
The relationship of administrative law to public administration and other branches of law.	Fourth
Organization of public administration, moral character, centralization and decentralization.	Fifth
Image centrality and appreciation.	Sixth
Regional administrative decentralization, its components, and utility administrative decentralization.	Seventh
Administrative organization in Iraq, central and decentralized administration.	Eighth
Administrative activity (administrative control) the administrative police, its definition, purposes, methods and bodies. Administrative control in exceptional circumstances.	Ninth
The theory of public utility, its definition, identification of its elements, types and creation.	Tenth
The principles that govern the operation of the public facility, methods of managing the public facility, and means of public administration.	Eleventh
Public office, its concept, definition of the public employee, its distinctive elements, and its relationship with the state, assuming public office, appointment and confirmation, rights and benefits of the public employee.	Twelfth
Salary, allowances, bonuses, promotions, and vacations.	Thirteenth Fourteenth
	Fifteenth
	Sixteen
	Seventeenth

Pension salary and other benefits, employee guarantees, disciplinary system and employee duties.	Eighteenth
Disciplinary offense and criminal offense, employee penalty and procedures for imposing and appealing it.	Nineteenth
Expiration of the job association, resignation, dismissal of an employee during a trial period, dismissal of an incompetent employee, dismissal of the employee and referral to retirement, dismissal and dismissal.	Twentieth
Public funds, their standard, use and protection.	Twenty 1st twenty 2nd
Public administration work, administrative decision, its definition, pillars, types, implementation and completion.	Twenty 3rd Twenty fourth
The administrative contract, its definition, types, methods of concluding, implementing and terminating it.	Twenty Fifth
Oversight of the administration's work and its types, administrative, judicial and other oversight, oversight of the administration's work in Iraq.	Twenty Sixth Twenty Seventh Twenty Eighth Twenty Ninth Thirtieth
The development of the administrative judiciary in Iraq, the General Discipline Council, its powers and appeals against its decisions, the Administrative Judicial Court, appeals before the court, its reasons and procedures, and appeals against court rulings.	

Scientific Vocabulary	
Course Vocabulary	Week
Introduction to administrative law, its characteristics and sources.	First
The basis of administrative law and the scope of its application.	Second Third
The relationship of administrative law to public administration and other branches of law.	Fourth
	Fifth

Organization of public administration, moral character, centralization and decentralization.	Sixth
Images of regional administrative centralization and decentralization, and regional administrative decentralization.	Seventh
Administrative organization in Iraq, central and decentralized administrative bodies.	Eighth
Administrative control, its definition, purposes, methods and bodies. Administrative control in exceptional circumstances.	Ninth
Public facility, its definition, elements, types and establishment.	Tenth
The principles that govern the operation of the public facility, methods of managing the public facility, and means of public administration.	Eleventh
The public employee and the procedures for appointment, confirmation, directing and issuing administrative orders in this regard,	Twelfth
Calculating salary, allowances, bonuses, promotions, and issuing administrative orders accordingly.	Thirteenth
	Fourteenth
	Fifteenth
	Sixteen
Procedures for granting and calculating leaves and issuing administrative orders accordingly.	
Duties of the public employee, disciplinary crime, procedures for imposing disciplinary punishment and issuing administrative orders to do so, procedures for appealing and nullifying the punishment.	Seventeenth
	Eighteenth
	Nineteenth
Expiration of the employment bond, resignation and its procedures.	Twentieth
Issuing administrative orders to accept or reject resignation, issuing warnings, procedures for dispensing with an employee, calculating his retirement rights, retirement referral procedures, and	Twenty 1st
	twenty 2nd

dismissal and dismissal procedures.	
Public funds, their standard, use and protection.	Twenty 3rd
The administrative decision: its definition, pillars, types, implementation, and completion.	Twenty fourth
Applications on it.	
The administrative contract, its definition, types, methods of concluding, implementing and terminating it, applications to that.	Twenty Fifth Twenty Sixth
Oversight of the administration's work and its types, administrative, judicial and other oversight, oversight of the administration's work in Iraq.	Twenty Seventh Twenty Eighth Twenty Ninth Thirtieth
Formation of the General Discipline Council, its powers, and appeal of its decisions.	
Formation of the Administrative Judicial Court, appeal before the court, its reasons and procedures, and appeal against court rulings.	

Sources/

1. Dr. Maher Saleh Allawi Al-Jubouri, Mediator in Administrative Law, University of Mosul, 2009.
2. Dr. Mohieddin Al-Qaisi, Principles of Public Administrative Law, Beirut, 2003
3. Dr. Maged Ragheb Al-Helou, Administrative Judiciary, Alexandria, 2004.
4. Dr. Ali Muhammad Badir, Dr. Essam Abdel Wahab, Dr. Mahdi Yassin, Principles and Provisions of Administrative Law, Baghdad, 1993.

Structure Restructure	
Explain Administrative Law Judgements	1. Required Books
Dr.. Maher Saleh Allawi Al-Jubouri, Mediator in Administrative Law, University of Mosul, 2009.	2.Main References

<p>Dr. Mohieddin Al-Qaisi, Principles of Public Administrative Law, Beirut, 2003.</p> <p>Dr.. Maged Ragheb Al-Helou, Administrative Judiciary, Alexandria, 2004.</p>	
<p>Dr.. Ali Muhammad Badir, Dr. Essam Abdel Wahab, Dr. Mahdi Yassin, Principles and Provisions of Administrative Law, Baghdad, 1993.</p>	<p>Recommended books and references (scientific journals, reports(...,</p>
<p>https://ia601702.us.archive.org/17/items/20201108_20201108_0015</p>	<p>B - Electronic references, Internet sites...,....)</p>

<p>Course development plan</p>
<p>Keeping up with modern legislation and constitutional amendments and incorporating them into the curriculum</p>

Course description form

Course description

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

Name/code	legal readings course
Attendance forms	lectures
Semester/Year	Annual
Number of study hours (total)	3
The date this description was prepared	03/4/2024
Teacher's name	Inst. Hussein Fahim Abdalhussein
Course objectives	
General: - Enabling the student to form a legal mentality that believes in the importance of law and its existence to regulate social ties in the English language.	
Special: - Enabling the student to become familiar with the judicial system in Iraq, the types of civil and criminal courts, their jurisdictions, and the cases they hear, and giving him the skill to express this in the English language.	
Course outcomes and teaching, learning and evaluation methods	

<p>A- Cognitive objectives</p> <p>Enabling the student to form a legal mentality that believes in the importance of law and its existence to regulate social ties in the English language.</p>
<p>B - The skills objectives of the course.</p> <p>-: Enabling the student to become familiar with the judicial system in Iraq, the types of civil and criminal courts, their jurisdictions, and the cases they hear, and giving him the skill to express this in the English language.</p>
<p>Teaching and learning methods</p>
<p>1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training</p>
<p>Evaluation Method</p>
<p>Oral exams, written exams, semester exams, final exams, daily evaluation</p>
<p>Evaluation Method</p>
<p>Oral exams, written exams, semester exams, final exams, daily evaluation</p>
<p>Evaluation Method</p>

Oral exams, written exams, semester exams, final exams, daily evaluation
<p>C- Emotional and value goals</p> <p>Enabling the student to form a legal mentality that believes in the importance of law and its existence to regulate social ties in the English language</p>
Method of Learning and Education
1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training
Evaluation Method
Oral exams, written exams, semester exams, final exams, daily evaluation
<p>D - Transferable general and qualifying skills (other skills related to employability and personal development.)</p> <p>-: Enabling the student to become familiar with the judicial system in Iraq, the types of civil and criminal courts, their jurisdictions, and the cases they hear, and giving him the skill to express this in the English language.</p>

Course structure

Week	Theoretical Items
1- 2	The Iraqi Judicial System
3- 5	The Types of court in Iraq The Civil Courts, Courts of first instance Al-biada Court, Personal statuses Court Labor court, Court of Personal Materials
6- 9	The second instance Court, Appeal The Court of Cassation
10- 13	The Terms of reference to the Civil Courts Judicial Jurisdiction qualitative jurisdiction The territorial jurisdiction
14- 16	The principles of the Judicial system
17- 20	The Types of Criminal Courts Inquiry Court Offense Court, Criminal Court
12- 25	Types of the penalties The original penalties Corporeal punishment Death Penalty
26- 28	Penalties of deprivation of freedom The types of Penalties of deprivation of freedom Imprisonment, Strong and Simple Imprisonment
29- 30	The additional penalties The supplements penalties Financial penalties The types of Crimes

Week	Practical Items
1- 5	Exercises and Examples about the Types of courts in Iraq, The Civil Courts, Courts of first instance Al-biada Court, Personal statuses Court Labor court, Court of Personal Materials
6- 10	Exercises and Examples about the The second instance Court, The Court Appeal

11- 13	The Court of Cassation Exercises and Examples about qualitative jurisdiction The territorial jurisdiction
14- 18	Exercises and Examples about Types of Criminal Courts Inquiry Court Offense Court, Criminal Court
19- 23	Exercises and Examples about Types of the penalties The original penalties Corporeal punishment
24- 27	Death Penalty Exercises and Examples about The types of Penalties of deprivation of freedom
28- 30	Imprisonment, Strong and Simple Imprisonment Exercises and Examples about The additional penalties The supplements penalties Financial penalties The types of Crimes

References/

- 1- F. M. Goady, Introduction to the study of law, London, 1985.
- 2- D. Liyod, The idea of law, 1982.

التحتية البنية	
Civil proceedings in English	Required prescribed books
- F. M. Goady, Introduction to the study of law, London, 1985.	Main References
- D. Liyod, The idea of law, 1982.	Books, references, volumes recommended ,....)

https://www.uncfsu.edu/assets/Documents/College%20of%20Business%20and%20Economics/legal.pdf	Electronic webs, sites, internet
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Course development plan
Keeping up with modern legislation and constitutional amendments and incorporating them into the curriculum

Course description form

Course description form
Course description

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

Name/Code	Governmental Accounting Course
Attendance forms available	lectures
Semester/Year	Annual
Number of study hours (total)	4
The date this description was prepared	03/4/2024

Teacher's name	Anaam Hussein Radi
Course Objectives	
<p>General: - Introducing the student to the financial and legal aspects of the government accounting system and the foundations of accounting work in the state's service departments and oversight over them.</p> <p>Special: - Enabling the student to become familiar with the state budget, its explanations, the chapters it contains, the preparation and types of accounts included in expenses and revenues, and how to record entries in the records of government departments.</p>	
Course outcomes and teaching, learning and evaluation methods	
<p>Introducing the student to the financial and legal aspects of the government accounting system and the foundations of accounting work in state service departments and oversight over them.</p> <p>B - The skills objectives of the course.</p> <p>Enabling the student to become familiar with the state budget, its explanations, the chapters it contains, the preparation and types of accounts included in expenses and revenues, and how to record entries in the records of government departments.</p>	
Methods of teaching and learning	
1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training	

Evaluation Methods
Oral exams, written exams, semester exams, final exams, daily evaluation
<p>C- Emotional and value goals</p> <p>Introducing the student to the financial and legal aspects of the government accounting system and the foundations of accounting work in state service departments and oversight over them.</p>
Methods of teaching and learning
1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training
Evaluation Methods
Oral exams, written exams, semester exams, final exams, daily evaluation
<p>D - Transferable general and qualifying skills (other skills related to employability and personal development.)</p> <p>Enabling the student to become familiar with the state budget, its explanations, the chapters it contains, the preparation and types of accounts included in expenses and revenues, and how to record entries in the records of government departments.</p>

Course Structure

Theoretical Items	
Items	Week
Accountancy governmental system, importance and scope application it	1
Definition accountancy and its characters	2
Accountancy and general balancing, accounts finality, round accountancy	3
Management of Accountancy governmental system, governmental treasury and formation of commonality treasury	4
Central and non central Accountancy governmental system, Expenses and takings Accounts, analyzing administrative and qualitative for it	5- 6
Current and fund accounts, Advance accounts, concept and rules it	7- 9 10- 11
Kinds of Advance accounts	12- 14
Composing accounts	15
Internal controlling in accountancy governmental about of documents	16- 17
Controlling on monetary processes and on current account in bank, Controlling on expenses and takings	
Controlling on benefices given processes, personal accounts for advances ,Registers accounts general	18- 22
Daily registers, fund and principal professor detections of accounts, detections of daily and annually accounts accountancy round, close of annually accounts	23- 25 26- 30
law of justiciary tacings, general principles, courts tacings, tacings of primary, personal statutes courts, executive and justice writers and others	

Practical Items	
Items	week
Exercise and examples on Accountancy governmental system, importance and scope application it	1
Exercise and examples on Accountancy and general	2- 3

balancing, finality accounts, accountancy round Exercise and examples on formation of commonality treasury, Exercise and examples on Expenses and takings Accounts	4- 7
Exercise and examples on Advance accounts, concept and rules it	8- 10
Exercise and examples on Internal controlling in accountancy governmental about of documents	11- 13
Exercise and examples on Controlling on monetary processes and on current account in bank	14- 17
Exercise and examples on Controlling on expenses and takings	18- 20
Exercise and examples on Controlling on benefices given processes, Exercise and examples on Controlling on personal accounts for advances	21- 22 23- 24
Exercise and examples on general Daily registers, fund and principal professor	25- 26
Exercise and examples on detections of accounts, detections of daily and annually accounts accountancy round, close of annually accounts	27- 28
Exercise and examples on law of justiciary tacings, courts tacings, tacings of primary, personal statutes courts, executive and justice writers and others	29- 30

Sources/

1 –Dr. Maher Al-Obaidi, Government Accounting and Budget Accounts, Baghdad, 1982.

2 –Hanna Razouki Al-Sayegh, General Foundations of the Government Accounting System, Baghdad, 1987.

Infrastructure	
Systematic government accounting	1- Required prescribed books
Dr. Maher Al-Obaidi, Government Accounting and Budget Accounts, Baghdad, 1982.	2- Main references (sources)
Hanna Razouki Al-Sayegh, General Foundations of the Government Accounting System, Baghdad, 1987.	Recommended books and references (scientific journals, reports,...)
<ol style="list-style-type: none"> 1. https://kjeas.uowasit.edu.iq/index.php/kjeas/article/view/575 2. https://www.asjp.cerist.dz/en/downArticlepdf/494/3/1/66574 	B - Electronic references, Internet sites...

Course development plan
Keeping up with modern legislation, constitutional amendments, and modern accounting systems and introducing them into the curriculum

Course description form

Course outcomes and teaching, learning and evaluation methods
<p>A- Cognitive objectives</p> <p>Introducing the student to networks, their types, different operating systems, and commands for managing files and various applications</p>

<p>B - The skills objectives of the course.</p> <p>Enabling the student to become familiar with the calculator applications used related to his specialty and how to deal with them in administrative work</p>
<p>Methods of teaching and learning</p>
<p>1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training</p>
<p>Evaluation Method</p>
<p>Oral exams, written exams, semester exams, final exams, daily evaluation</p>
<p>C- Emotional and value goals</p> <p>Introducing the student to networks, their types, different operating systems, and commands for managing files and various applications</p>
<p>Learning and Education Methods</p>
<p>1-Lecture method 2- Laboratory 3- Systematic training 4- Summer training</p>
<p>Evaluation Methods</p>
<p>Oral exams, written exams, semester exams, final exams, daily evaluation</p>
<p>D - Transferable general and qualifying skills (other skills related to employability and personal development).</p> <p>Enabling the student to become familiar with the calculator applications used related to his specialty and how to deal with them in administrative work</p>

Course description

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

Name/code of the course	Computer Applications
Attendance forms available	lectures
Semester/Year	Annual
Number of study hours (total) 3	3
The date this description was prepared	3\4\2024
Teacher's name	Instructor. Hossam Hassn Mohammed
Course Objectives	
General: - Introducing the student to networks, their types, different operating systems, and commands for managing files and various applications. Special: - Enable the student to become familiar with the calculator applications used related to the specialty and how to deal with them in administrative work.	

Course description

Vocabulary description	
Vocabulary details	Week
The concept of networks and their types, the concept of the Internet and its operation, description of the home screen and its components, how to connect to the World Wide Web, benefit from famous search engines, and learn about methods for searching for information.	First Second Third
Word processor Run the program, control menus, and toolbars.	Fourth Fifth
Create a document, open it, close it, write text, and store it.	Sixth
Update, text selection, and search and replace operations.	Seventh
Preparing the page and formatting letters, paragraphs, and presentation methods.	Eighth
Page numbering, headers and footers.	Ninth
Correction, auto-correction, automatic text.	Tenth
How to create, deal with, and format tables, merge and divide cells and tables, convert text to a table, and sort within the table.	Eleventh
Some calculations within tables and mail merge.	Twelfth
Print preview, numbering, rasterization, spell checking, and printing.	Thirteenth
Excel program, its concept, benefits, specifications, and methods of operation.	Fourteenth
Get to know the home screen and its components.	Fifteenth
The concept of the cell, basic data types and how to enter them.	Sixteen
How to save the working page, close the program, and close the file.	
Open the saved file, enter data, and perform simple calculations.	

Learn how to adjust, format, and structure data within a single cell or group of cells.	Seventeenth
Learn about ways to collect data or groups of cells in their different forms and how to sort the data.	Eighteenth
Using some of the functions provided by the program and other related statistical functions.	Nineteenth
Learn about the editing process provided by the program, how to copy or move data, and learn about the concept of copying mathematical operations and the concept of relative cells.	Twentieth
Control the cell width and change its style and format.	Twenty 1st
Dealing with charts and how to convert digital and textual data into different charts through Chart Wizard and learning how to make modifications and revisions through the program.	twenty 2nd
Learn how to add or delete rows and columns and how to print numerical and text data.	Twenty 3rd
Access the payroll system and main menu options, work with the deductions guide, add and modify deductions, and review the types of deductions.	Twenty fourth
Working with the allocations guide, adding and modifying an allocation and reviewing the types of allocations, working with the groups guide, adding and modifying a group name and reviewing the names of the groups.	Twenty Fifth
Store data for the month, prepare salaries for the next month, prepare the printer and get salaries printed in the form of lists, obtain a group summary, a total summary, and add deductions for all employees.	Twenty Sixth
Practical test and applications on how to update and print salaries.	Twenty Seventh
The government accounting system, accessing the government accounting system, creating a directory of account numbers, expenses, revenues, advances,	Twenty Eighth
	Twenty Ninth

<p>and trusts.</p> <p>Dealing with the record of expenses, revenues, advances and trusts</p> <p>Old records, reconciliation with bank statements, and obtaining monthly reports on the printer.</p>	<p>Thirtieth</p>
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Infrastructure	
Lectures on computer applications	
1- Required textbooks, lectures on computer applications	1- Required prescribed books
2- Main references (sources) •	2- Main references (sources) 3- Recommended books and references (scientific journals, reports,...)
• Introduction to computers and the Internet	Electronic references, Internet sites..

Course development plan
Introducing modern programs and advanced applications in the field of practical and theoretical computers

Educational institution	Al-Furat Al-Awsat Technical University
Scientific department/center	Department of Legal Management Technologies
Course name/code	Baath Party crimes
Available attendance forms	Lectures
Semester/year	Annual
Number of study hours (total)	1
Date this description was prepared	3\4\2024
Course Objectives	
<p>General: - Introducing the student to the crimes that the Baath Party committed in Iraq during its rule, so that the student is familiar with the crimes committed by the Baath Party in Iraq.</p> <p>Special: - Enabling the student to increase the student's knowledge of the legal aspects that make up crimes.</p>	

Vocabulary	the week
The concept of crimes linguistically and terminologically	the first
Crime departments	the second
Types of international crimes	the third

Decisions issued by the Supreme Criminal Court	the fourth
Psychological and social crimes and their effects, and the most prominent violations of the Baathist regime in Iraq	Fifth
Psychological crimes, mechanism of psychological crimes	Sixth
The mechanism of pressure and psychological punishment / the mechanism of scientific impoverishment / the effects of psychological crimes	Seventh
Social crimes, first section	Eighth
Social crimes, section two	Ninth
Violations of Iraqi laws and their forms, Section One	The tenth
Violations of Iraqi laws and their forms, Section Two	eleventh
Some decisions regarding political and military violations of the Baath regime	twelveth
Prison and detention places of the Baath regime	Thirteenth
Environmental crimes of the Baath regime	fourteenth
Environmental crimes in Basra	Fifteenth

Contamination with radioactive materials / Halabja	sixteen
Destruction of cities and villages	seventeenth
The battle of the Jassim River and the burning of oil wells	eighteen
Drying the marshes	nineteenth

Demolishing palm groves, trees and crops	The twentieth
Introduction to mass grave crimes	twenty one
Incidents of genocide graves committed by the Baathist regime/events of 1963	twenty tow
Introduction to the events spanning the years 2003-1979 and their relationship to mass graves.	twenty third
The events of the Iran-Iraq War 1980-1988 AD and their relationship to mass graves	twenty fourth
. The events of 1988-1987 and their relationship to mass graves	25th
	twenty-sixth
The events of the Shaabani uprising in 1991 AD and their relationship to mass graves	27th
Genocide graves related to the Iran-Iraq War for the period 1980-1988 AD:	Twenty-eighth
	Twenty -Ninth
Graves of the genocide of the Barzanian Kurds in 1983	thirty

Infrastructure	
The crimes of the Baath regime in Iraq	1- Required prescribed books
A course for all public and private universities	Main references
Author: Walid Majeed Al-Hilli: The impact of the use of radiological weapons on air and education in selected areas in southern Iraq. Master's thesis, University of Baghdad 1999	Recommended books and references (scientific journals, reports(...,

https://iraqicenter-fdec.org/archives/4224 https://iraqicenter-fdec.org/archives/5018	B - Electronic references, Internet sites....
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Course development plan
Introducing modern programs and advanced applications in the field of practical and theoretical computers

Educational institution	Al-Furat Al-Awsat Technical University
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