

**BACHEROL DEGREE COURSE DESCRIPTION 2009/2010 DEPARTMENT OF BUSINESS
MANAGEMENT**

First: University Requirements (27 credit-hours)

a) Compulsory Courses: 12 credit-hours

Course Code	Course name	Credit-Hours	Pre-requisite
1501102	Communication Skills: Arabic Language 2	3	-
1502102	Communication Skills: English Language 2	3	-
1700100	National Education	3	-
1500100	Military Sciences	3	-

b) Elective Courses: 15 credit-hours to be chosen from the following courses:

a. First Area: Human Science

Course Code	Course Name	Credit-	Pre-
1000101	Democracy & Human Rights	3	-
0401100	Islamic Culture	3	-
0402100	Islamic System	3	-
1702101	Islamic Civilization	3	-
0802100	Library & information Science	3	-
1132100	Sports and Health	3	-

b. Second Area: Economic and Social Science

1731100	Logic and Critical Thinking	3	-
1704100	Introduction to Social Sciences	3	-
1736100	Principle of Psychology	3	-
1723100	Archaeology of Jordan	3	-
1705100	Jordan Geography	3	-
1601105	Managerial Skills *	3	-

*** This course must not be taken by the students of the Business Faculty or else it will be nullified**

c. Third Area: Science and Technology and Agriculture and Health

0342100	Science and Society	3	-
0305100	Environment	3	-
0641100	Home Agriculture	3	-
0905100	Principles in Public Safety	3	-
0603100	Human Nutrition Principles	3	-
0630100	Agriculture in Jordan	3	-

c) General Requirements:

Course Code	Course Name	Credit-Hours	Pre-requisite
1501098	Arabic Language Exam	3	-
1502098	English Language Exam	3	-
1502099	English Communication Exam	3	-
1600150	Community Service	3	-
1901098	Computer Skills Exam	3	-

Second: Faculty Requirements (24 credit-hours)

Course Code	Course Name	Credit-Hours	Pre-requisite
1601102	Principles of Business Management	3	-
1602101	Principles of Accounting 1	3	-
1603211	Principles of Finance	3	1602101
1604201	Principles of Marketing	3	-
1605215	Principles of MIS	3	-
1606102	Modern Public Management	3	-
1607110	Principles of Microeconomics	3	-
1607150	Principles of Statistics	3	-

Third: Department Requirements (81 credit-hours)

a) Departmental Compulsory Courses: 60 credit-hours composed of:

Course Code	Course Name	Credit-Hours	Pre-requisite
1001120	Business Law	3	-
1601103	Research Methods for Business	3	1607150
1601202	Organizational Behavior	3	1601102
1602102	Principles of Accounting 2	3	1602101
0331103	Mathematics for Business Students	3	-
1602211	Managerial Accounting	3	1602102
1606303	Organizational Theory	3	-
1601311	Operations Research	3	0331103
1601321	Business Communications	3	-
1601331	Supply Chain Management	3	-
1601403	Human Resource Management	3	-
1601404	International Business Management	3	-
1601405	Strategic Management	3	-
1601408	Entrepreneurship	3	-
1601413	Production and Operations Management	3	1601311
1601419	Total Quality Management	3	-
1601422	Knowledge Management	3	-
1601423	Project Management	3	1601311
1601433	Business Ethics and Social Responsibility	3	-
1604404	Marketing Management	3	-

b) Departmental Elective Courses: 21 credit-hours to be chosen from the following

Course Code	Course Name	Credit-	Pre-requisite
1601414	Production Planning and Control	3	1601413
1601431	Healthcare Services Management	3	-
1601432	Hospitality Management	3	-
1605312	Information Resources Management	3	1605215
1601434	Corporate Governance	3	-
1601444	Change and Crises Management	3	-
1605313	Office Automation	3	-
1607250	Statistical Analysis	3	1607150
1603311	Financial Analysis	3	1603211
1602201	Intermediate Accounting 1	3	1602102
1603322	Investment Management	3	1603211
1603333	Banking Management	3	1603211
1607421	Managerial Economics	3	-
1607111	Macroeconomics	3	-
1604213	Consumer Behavior	3	-
1605332	Electronic Business	3	-
1607411	Contemporary Economic Issues	3	1607111

Courses Offered by the Department:

Course Code	Course Name	Credit-Hours	Pre-requisite
1601102	Principles of Business Management	3	-
1601103	Research Methods in Business	3	1607150
1601202	Organizational Behaviour	3	1601102
1601311	Operations Research	3	0331103
1601321	Business Communications	3	-
1601331	Supply Chain Management	3	-
1601403	Human Resource Management	3	-
1601404	International Business Management	3	-
1601405	Strategic Management	3	-
1601408	Entrepreneurship	3	-
1601413	Production and Operations Management	3	1601311
1601419	Total Quality Management	3	-
1601422	Knowledge Management	3	-
1601423	Project Management	3	1601311
1601433	Business Ethics and Social Responsibility	3	-
1601314	Production Planning and Control	3	1601413
1601434	Corporate Governance	3	-
1601431	Healthcare Services Management	3	-
1601432	Hospitality Management	3	-
1601444	Change and Crises Management	3	-
1601105	Managerial Skills	3	-

Course Title **1601102 Principles of Business Management**

Credit Hours 3

Prerequisite: (None)

This course critically presents the evolution of management thought, through the study of the various management schools, and the functions of the management process i.e.: planning, organizing, leading / directing and controlling. It also provides an overview of the various functional departments in the organization, such as: production, marketing, finance, human resource management .

Course Title **1601103 Research Methods in Business**

Credit Hours 3

Prerequisite: (1607150)

This course aims to equip the students with practical skills that will enable them to undertake high-quality academic as well as professional research projects.

Course Title **1601202 Organizational Behavior**

Credit Hours 3

Prerequisite: (1601102)

This course focuses on introducing Behavioral Science concepts as applied to business and industry. Focus will be on examining factors influencing the Behavior of organizational members. The following dimensions will be covered.

The individual dimension: perception and personality. The group dimension: formal and informal groups. The organizational dimension: organizational structure, technology, and leadership. Finally, environmental issues will also be examined

Course Title **1601311 Operations Research**

Credit Hours 3

Prerequisite: (0331103)

This course includes the following topics: Definition of operations Research and its importance, Decision Theory, Linear Programming, Simplex Method, Sensitivity Analysis, CPM and PERT.

Course Title **1601321 Business Communications**

Credit Hours 3

Prerequisite: (None)

The course includes the following subjects: communication concepts, grammar review, mechanics of writing, fundamentals of business writing, development of messages and nonverbal and oral communication.

Course Title **1601404 International Business Management**

Credit Hours 3

Prerequisite: (None)

The course analyzes the international business environment, discusses the strategies and operations of multinational firms, the international trade concepts, and the management of the various functional activities of the multinational firm.

Course Title **1601331 Supply Chain Management**

Credit Hours 3

Prerequisite: (None)

The module aims to give students an in-depth understanding at an advanced level of the complexities of managing supply chains. Emphasis is placed on critically evaluating the principal processes, which add value, primarily in manufacturing, but also in service sectors. This course will address the nature and scope of supply chain management, the concept of purchasing and supply, the organization of the purchasing function, inter-organizational relations such as partnerships, e-supply chains and logistics.

Course Title **1601403 Human Resource Management**

Credit Hours 3

Prerequisite: (None)

This course focuses on presenting and discussing the various principles and concepts of Human Resources Management. It stresses the policies, programs and methods that have been developed and implemented successfully in the field.

This course includes the discussion of the various functional activities of Human Resource Management such as planning, recruitment, selection, job analysis, performance appraisal, training and development, compensation, career planning and promotion, safety and health, and labor relations.

Course Title **1601405 Strategic Management**

Credit Hours 3

Prerequisite: (None)

This course focuses on how to deal with the organization in a comprehensive manner to develop its strategies. It includes the recognition and analysis of the external and internal environments. It also includes a comprehensive case analysis to train the student on strategic analysis and strategic decision making.

Course Title **1601408 Entrepreneurship**

Credit Hours 3

Prerequisite: (None)

The course includes the followings : definition of small-business enterprise, its nature and importance; its characteristics; different approaches to study it; services offered to support small-business enterprise; government policy towards it; setting a plan of action and its routines ; business incubators, its advantages and disadvantages; family small-business enterprise; strategic planning to small-business enterprises.

Course Title **1601413 Production and Operations Management**

Credit Hours 3

Prerequisite: (1601311)

This course includes the following subjects: introduction to production and operations management, operations analysis and decision making, forecasting, strategies and plans for operations, capacity planning for manufacturing and service companies, facility location planning, layout planning, production and process design, just-in-time system, and job design, production operations standards, and work measurements

Course Title **1601414 Production Planning and Control**

Credit Hours 3

Prerequisite: (1601413)

This course covers the following topics: aggregate planning and scheduling systems intermittent scheduling, project management, inventory control fundamentals, inventory control applications, material requirements planning, quality control, total quality management, maintenance, and management information systems.

Course Title 1601419 Total Quality Management

Credit Hours 3

Prerequisite: (None)

This course aims at introducing the philosophy of total quality management, its historical evolutions and elements such as leadership, customer satisfaction, Employee involvement, continuous process improvement, supplier partnership and performance measurement The course also introduces the tools and techniques of total quality management.

Course Title 1601422 Knowledge Management

Credit Hours 3

Prerequisite: (None)

This course aims to introduce the basic conceptualization of knowledge management, through providing an overview of its basic functions such as Knowledge acquisition, integration, sharing, dissemination, and utilization.

Course Title 1601423 Project Management

Credit Hours 3

Prerequisite: (1601311)

The course is intended to develop an understanding of the way companies handle and manage their projects. In particular, the module will discuss the importance of deriving clear concepts of the project definition and project scope. Other topics which will be discussed are the importance of the project management team, planning and implementing the practical tools and techniques required for the project, managing finances and resources and quality control.

Course Title 1601431 Healthcare Services Management

Credit Hours 3

Prerequisite: (None)

The course includes the following subjects: introduction to the health system, its services and organization ; the special features of health care organizations, constraints and problems hospitals as the focal point of health care systems, managed and organizations;) contemporary issues of the health sector need to be addressed such as quality, cost, competition and marketing of Health Services.

Course Title **1601432 Hospitality Management**

Credit Hours **3**

This course includes many subject such as organizing hotel services, food and beverages management, procurement, hotel and restaurant management, reservations and receptions food and shelter, functional activities of management of hotels & motels, in addition to the various factors that affect the demand on these services at the micro and macro levels such as entertainment, and historical sites in any particular country

Course Title **1601433 Business Ethics and Social Responsibility**

Credit Hours **3**

Prerequisite: (None)

This course aims at shedding light on one of the most important contemporary topics in the field of business organizations management, which is that concerned with studying the impact as well as the implications of the different strategies and decisions taken by business organizations managers on the various stakeholders of the organization, in addition to the general environmental factors, in terms of political, economic, social, as well as technological factors.

Course Title **1601434 Corporate Governance**

Credit Hours **3**

Prerequisite: (None)

Regulating and organizing the relationship between the owners and the managers of business organizations, through the boards of directors, is considered one of the critical issues that are required in order to ensure that the interests of the primary stakeholders of the organization (the owners/stockholders) are best served and that the practices of managers are transparent and known. Based on this, this course aims at clarifying the concept of corporate governance, in an effort designed to familiarize the students with the modern foundations, which should be adhered to, when managing business organizations in a fair, transparent, and equitable manner that seeks to achieve the interests of various stakeholders.

Course Title **1601444 Change and Crises Management**

Credit Hours **3**

Prerequisite: (None)

The issue of maintaining a state of continuous equilibrium and match between an organization and its external environment is considered to be a critical condition for the survivability of the organization and the sustainability of its competitiveness. In addition, the manner in which the organization is able to deal with the sources of change and crises surrounding it in the external environment determines its success or failure. Thus, this course aims at discussing the best tools and techniques that can be used to enable organizations to deal with its changing reality affecting them.

