



كلية الحاسبات و المعلومات



Business Organization Course Specifications

Faculty: Computer and Informatics

Department: Information Systems :

Program(s) on which the course is given : Bachelor in Computer and Information Sciences

Major or Minor element of programs : All majors

Department offering the program : Information Systems

Department offering the course : Information Systems

Academic year / Level : 1st Year / B.Sc.

Date of specification approval : --/--/----

A. Basic Information

Title: Business Organization **Code:** HUM115

Lectures: 2hrs/week **Tutorial:**---- **Practical:** -----

Credit Hours: --- **Total:** 2 hrs/week

B. Professional Information

- 1. Overall Aims of Course:** The course introduces the basic concepts and principles of business management. It is a practical introduction to the skills, concepts, and attitudes of successful management that will help students to understand the roles and duties of managers in today's public and private organizations. It also introduces the process of



goal setting; planning and the importance of this initial management process; the fundamentals of organizing as well as the role that the organizational structure plays in achieving organizational goals.

2. Intended Learning Outcomes of Course (ILOs):

a. Knowledge and Understanding:

- a1- Understands the dynamics of organizational structure.
- a2- Explain the organizing process and the various ways that organization affects the achievement of management goals.
- a3- Explain the role of control functions and process and discuss the issues and impact of quality control, budgeting, and management information systems.
- a4- Know tools and how to improve organization effectiveness.
- a5- Understands the role of human resource management in business organizations.

b. Intellectual Skills:

- b1- Analyze different management styles and methods.
- b2- Criticize managerial practices and roles in business environments.
- b3- Appreciates critically analyze the planning and decision making processes at all levels of the organization

c. Professional and Practical Skills:

- c1- Master managerial skills, roles, and functions.

d. General and Transferable Skills:

- d1- Work coherently and effectively as a member of a learning group.
- d2- Be able to assess the behavior, decisions, and effectiveness of business companies



e. Attitude:

- e1- Willingness to carry on with class discussions
- e2- Brings in real life examples and materials for in-class discussions
- e3- Shares related experiences with classmates
- e4- Sociable attitudes and Willingness to participate in teamwork

1. Contents:

Topic	No. of hours	Lecture	Tutorial/Practical
Basic Managerial concepts, Definitions and intentions - I	2	2	-
Management concepts, value creation and stakeholders- II	2	2	-
Definitions of Business organization, and levels and types of managers- III	2	2	-
Managerial roles and skills	2	2	-
Challenges facing managers and organizations- Business environment	2	2	-
characteristics of successful management- the decision making process, goal setting, and characteristics of effective goals- I	2	2	-
characteristics of successful management- the planning process, setting organization objectives and goals - II	2	2	-
characteristics of successful management, the strategic planning process –corporate, business, and functional level strategies- III	2	2	-



fundamentals of Organizing- basic elements of organization structure and contextual factors- designs, interrelationships, and types of structures	2	2	-
Fundamentals of leadership and motivation	2	2	-
fundamentals of control, control techniques and methods of human resources management - I	2	2	-
fundamentals of control, control techniques and methods of human resources management - II	2	2	-
Role of purchasing and materials management in business - I	2	2	-
fundamentals of management information systems- II	2	2	-

1.