

# Course Specification

## (2024/2025)

### 1. Basic Information

Course Title (according to the bylaw)	<b>Principles of managment</b>			
Course Code (according to the bylaw)	BI 105			
Department/s participating in delivery of the course	Department of Basic Sciences			
Number of credit hours/points of the course (according to the bylaw)	Theoretical	Practical	Other (specify)	Total
	1	-----	-----	2
Course Type	<b>Elective</b>			
Academic level at which the course is taught	Level 1 (1 <sup>st</sup> semester)			
Academic Program	Basic Sciences			
Institute	Institute of High Technology Institute of Applied Health Science			
Academy	Nile delta for science and technology			
Name of Course Coordinator				
Course Specification Approval Date				
Course Specification Approval (Attach the decision/minutes of the department /committee/council ....)				

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## 2. Course Overview (Brief summary of scientific content)

In this course, you will learn to recognize the characteristics of proper management by identifying what successful managers do and how they do it. Understanding how managers work is just as beneficial for the subordinate employee as it is for the manager. This course is designed to teach you the fundamentals of management as they are practiced today. It illustrates how management evolves as firms grow in size and emphasizes that the essential purpose of a business is to produce products and services to meet the needs and wants of the marketplace. Students will explore the tasks that today's managers perform and examine the key knowledge areas managers must master to run successful and profitable businesses.

## 3. Course Learning Outcomes CLOs

### Matrix of course learning outcomes CLOs with program outcomes POs (NARS/ARS)

Program Outcomes (NARS/ARS) (according to the matrix in the program specs)		Course Learning Outcomes Upon completion of the course, the student will be able to:	
Code	Text	Code	Text
	4.1.1- Participate in teamwork harmoniously and exhibit collaborate effectively with colleagues and other health care professionals		(K1) Recognize the theory of management and manager's role in organization (K2) List managerial roles and managerial functions  (K3) Name the core dimensions of organization and organizational design (K4) Describe the decision making process in organization  (K5) Differentiate between the

<b>Program Outcomes (NARS/ARS)</b> (according to the matrix in the program specs)		<b>Course Learning Outcomes</b> Upon completion of the course, the student will be able to:	
Code	Text	Code	Text
			different types of control in organization (K6) Recognize the process of change in organizations
			(I1) Building critical thinking method relevant to the managerial problems and issues in organization.
			(P1) Facilitate how to solve managerial and organizational problems (P2) Apply managerial roles and managerial skills (P3) Apply how to build organizational chart (P4) Evaluate different approaches for organizational control (P5) Solve problems in organizations
			(G1) Demonstrate the ability to work effectively as part of a group, communication skills, and presentation skills.

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## 4. Teaching and Learning Methods

The course uses lectures, direct reading, case studies, group discussion and presentation.

### Course Schedule

Number of the Week	Scientific content of the course (Course Topics)	Total Weekly Hours	Expected number of the Learning Hours			
			Theoretical teaching (lectures/discussion groups/ .....)	Training (Practical/ Clinical/ .....)	Self-learning (Tasks/ Assignments/ Projects/ ...)	Other (to be determined)
1	Managing and the Manager's Job	2	2			
2	Continue: Managing and the Manager's Job	2	2			
3	Traditional and Contemporary Issues and Challenges	2	2			
4	The Environment and Culture of Organizations	2	2			
5	Basic Elements of Planning	2	2			
6	Mid term exam					
7	Managing Strategy and Strategic Planning	2	2			
8	Continue: Managing Strategy and Strategic Planning	2	2			
9	Managing Decision Making and Problem Solving	2	2			
10	Managing Decision Making and Problem Solving	2	2			
11	Managing Organizational Design	2	2			

12	The Controlling Process	2	2			
13	Managing change	2	2			
14	---					
15-16	Final exam					

## 5. Methods of students' assessment

No.	Assessment Methods *	Assessment Timing (Week Number)	Marks/ Scores	Percentage of total course Marks
1	Exam 1 written (Semester work)	6 <sup>th</sup>	20	20%
2	Exam 2 ..... (Semester work)	-----	-----	-----
3	Final Written Exam	15 <sup>th</sup>	50	50%
	Final Practical/Clinical/... Exam	--	--	--
	Final Oral Exam	-----	-----	
	Presentation	-	20	20%
	Field training	-----	-----	-----
	Other (Mention)	Attendance	10	10%

**\* The methods mentioned are examples, the organization may add and/or delete**

## 6. Learning Resources and Supportive Facilities \*

Learning resources (books, scientific references, etc.) *	The main (essential) reference for the course (must be written in full according to the scientific documentation method)	Griffin, T.O., Management, Houghton Mifflin Company, Boston, USA, 2014.
	Other References	1. New Era of Management, Richard L. Daft, 10 <sup>th</sup> Edition, Cengage Learning  2. Management, Robbins & Coulter, Pearson Education

		<p>3. Principles of Management, Koontz, Tata McGraw Hill</p> <p>4. Essentials of Management, Massie, Joseph L, PHI</p> <p>5. Fundamentals of Management: Essential Concepts and Applications, Robbins S. P. and Decenzo David A, Pearson Education</p> <p>6. Principles of Management, P C Tripathy &amp; P N Reddy, Tata McGraw-Hill</p> <p>7. Principles of Management: Concepts &amp; Cases, Rajesh Viswanathan, Himalaya Publishing</p>
	<b>Electronic Sources</b> (Links must be added)	
	<b>Learning Platforms</b> (Links must be added)	
	<b>Other</b> (to be mentioned)	<a href="https://www.ekb.eg/ar">https://www.ekb.eg/ar</a>
<b>Supportive facilities &amp; equipment for teaching and learning *</b>	<b>Devices/Instruments</b>	Projector, Desktop Computer
	<b>Supplies</b>	, Whiteboard Markers
	<b>Electronic Programs</b>	ابن الهيثم Model
	<b>Skill Labs/ Simulators</b>	Presentation
	<b>Virtual Labs</b>	-----
	<b>Other (to be mentioned)</b>	-----

**\* The list mentioned is an example, the institution may add and/or delete depending on the nature of the course**

Name and Signature  
Course Coordinator

Name and Signature  
Program Coordinator