Republic of Iraq
Ministry of Higher Education & Scientific Research
Supervision and Scientific Evaluation Directorate
Quality Assurance and Academic Accreditation
International Accreditation Dept.

Academic Program Specification Form for the Academic Year 2021-2022

University: Baghdad
College: Nursing
Number of Departments in The College: (7) Departments (7) Scientific disciplines
Date of Form Completion: 10/6/2022

Dean's Name Prof. Dr. Huda B. Hassen Date: 10/6/2022 Signature	Dean's Assistant for Scientific Affairs Prof. Dr. Wissam Jabbar Qassim Date: 10 / 6 / 2022 Signature	The College Quality Assurance and University Performance Manager Prof. Dr. Arkan B. Naji Date: 10/6/2022 Signature

Quality Assurance and University Performance Manager
Date: /   / 2022
Signature

This course description offers summary of the course characteristics and expected learning outcome of the students and confirming the ultimate learning out of the available learning opportunities after worth should be connected with the course description.

1. Learning Institution	University of Baghdad - College of Nursing
2. Department	Community Health Nursing
3. Name and Code	Leadership and Management in Nursing (NUR402)
4. Absenteeism	At theory and training
5. Semester/Year	First and Second Semester every Year
6. Total hours	2 hours theory and 3 hours training each week for 15 weeks per semester
7. Date of Course Description	11/6/2022
8. Course Objectives	

1. Increase students' knowledge about leadership and management in Nursing.

2. Enable students to employ the theoretical concepts in training.

3. Enable the students to perform the role of leader and manager in training.

9. Course outcomes and methods of teaching, learning and assessment
A- Cognitive goals
1. To increase students' knowledge about the relationship between leadership and management in nursing. 2. Promote the students' performance of the leader and manager in clinical areas. 3. Enable students to implement leadership and management in clinical areas.
Skills-related course objectives
1. Acquired skills related to leadership and management in Nursing. 2. Possibility of evaluating the skills. 3. Promotes the mechanism of teaching and learning.
Teaching and Learning Methods
1. The use of immediate discussion. 2. The use of modern approaches in teaching. 3. The use of daily, monthly and seasonal examinations.
Evaluation Methods
1. The use of weekly lecture. 2. The use of group discussion. 3. Presenting the project throughout a seminar.

Affection and valuable objectives
1. Participate in promoting students' relationships. 2. Emphasis on promoting the relationship between faculty and students. 3. Promoting the relationship between faculty members. 4. Presenting all means for improving the connection between the students and the lectures.
Teaching and Learning Methods
1. The use of weekly lecture. 2. The use of group discussion. 3. The use of seminars. 4. The use of short examinations. 5. The use of Scenario. 6. The use of clinical training.
Evaluation Methods
Daily, monthly, seasonally, group discussion and information exchange between students.
General and Rehabilitative Skills
1. Training Skills in health institutions. 2. Training skills of the scenario and plans of action.
Teaching and Learning Methods
1. Immediate Training Method: the faculty member takes an action to observe immediately the training according to early planned curriculum. 2. Self-training Method: the student takes an action of training by the self in health institutions. 3. Seminars-training Method: the shares ideas with other students on how to select topics for sel-training seminars. 4. Preparing seminars that are related to clinical topics.

Evaluation Methods		
First midterm theory exam	20 %	
Second midterm theory exam	20%	
Clinical	20 %	Take two written exams for the theory subject Practical scenarios work
Final Exam		
Theory	20%	
Clinical	20 %	
Total	100%	

Curriculum Skills Map

please tick in the relevant boxes where individual Program Learning Outcomes are being assessed

Year / Level	Course Code	Course Title	Core (C) Title or Option (O)	Knowledge and understanding				Subject-specific skills				Thinking Skills				General and Transferable Skills (or) Other skills relevant to employability and personal development			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4	D1	D2	D3	D4
Level 4	NUR401	Family and Community Health Nursing	C	√	√	√	√	√	√	√		√							
Level 4	NUR402	Leadership and Management in Nursing	C	√				√	√										
Level 4	NUR403	Professional Perspectives and Issues in Nursing	C	√	√	√													
Level 4	NUR404	Research Project	C	√				√				√							
Level 4	HPR405	Health Promotion	C	√	√														
Level 4	EPD406	Epidemiology	C	√				√	√	√		√							
Level 4	ARB407	Arabic Language for Nursing1	C	√	√				√										

10- A. The structure of the theoretical course:					
Week	Hours	Subject / Unit Title	Learning Outcomes	Learning Method	Evaluation Method
1	2	**Part I:** **Management**	1.1.What is Management 1.2.What Do Manager Do? 1.3.Basic Management Skills? 1.4.How to Be a Better Manager? a. As a person b. On the job 1.5.Levels of Management? a. Top-level managers b. Middle-level managers c. First-level managers	theoretical lecture using a power point program	-Making quizzes - Discussion
2	2	**Part II: Management Skills Pyramid**	Level I: Management Skills for Beginner a. Plan b. Organize c. Direct d. Control Level II: Management Skills for Tem Building a. Motivation b.Training and Coaching Level III: Management Skills for Personal Development Skills for Managers Level IV: Management Skills for Leadership Skills	theoretical lecture using a power point program	- Making quizzes - Discussion
3	2	**Part III:** **Manager's Roles**	3.1.Coach 3.2.Mentor 3.3Teacher 3.4.Parent 3.5. Mediator	theoretical lecture using a power point program	- Making quizzes - Discussion
4	2	**Part IV: Types of Management Theory**	4.1.System Management 4.2.Chaos Theory 4.3.Freedom-based Management Theory 4.4.Contingency Management Theory 4.5.Global Theory of Management	theoretical lecture using a power point program	- Making quizzes - Discussion
5	2	**Part V: How to Manage? and the Top Ten Things to be A Better Manager**	5.1.How to Manage? and the Top Ten Things to be A Better Manager	theoretical lecture using a power point program	- Making quizzes -Discussion-

6	2	**Part VI: Strategic Management**	6.1.Definitions 6.2.Levels 6.3.Stages and Activities in the Strategic Management Process 1.Strategy Formulation 2.Strategy Implementation 3. Strategy Evaluation	theoretical lecture using a power point program	- Discussion
7		**Mid-term Exam.**			
8	2	**Part VII: Functions of Management**	8.1.Planning 8.2.Organizing 8.3.Staffing 8.4.Directing 8.5.Coordinating 8.6.Controlling 8.7.Decision Making 8.8. Evaluating	theoretical lecture using a power point program	Making quizzes - Discusson
9	2	**Part VIII: Job Description and Job Analysis**	9.1.Definition of Job Description 9.2.Steps in Developing Job Description 9.3.How to Write a Job Description? 9.4.Definition of Job Analysis 9.5.Activities of Job Analysis 9.6.Ten Top Concerns of Today's Managers	theoretical lecture using a power point program	Making quizzes - Discussion
10	2	**Part IX: Change Management and Risk Management**	10.1.What is Change Management? 10.2.Why Do We Manage the Change? 10.3.What is the Goal of Change Management? 10.4.What is Risk Management? 10.5.Methods of Risk Management? 10.6.Principles of Risk Management? 10.7.Process 1.Establishing the Context 2.Identification 3.Assessment 4.Creating Risk Management Plan 5.Implementation 6.Review and Evaluation of the Plan 10.8.Seven Cardinal Rules for the Practice of Risk Communication 10.9.Composite Risk Index 10.10.Potential Risk Treatment	theoretical lecture using a power point program	- Making quizzes - Discussion

11	2	**Part X: Time Management and Electronic Management**	11.1.Definition 11.2.Personal Time Management Skills 11.3.Top Five Time Management Tips 11.4.Components of Electronic Management	theoretical lecture using a power point program	- Making quizzes Discussion
12	2	**Part XI: Leadership**	12.1.Definition 12.2What is a Leader? 12.3.Traits and Skills of a Leader 12.4.Why Leaders Don not Always Lead? 12.5.Leaders are Always Positive? 12.6.Secrets of Leadership Success	theoretical lecture using a power point program	- Making quizzes - Dis cussion
13	2	**Part XII: Lewin's Leadership Style**	13.1.Authoritarian (Autocratic) 13.2.Participative (Democratic Leadership) 13.3.Delegative Leadership (Laissez-Faire) 13.4.Characteristics of Successful Leadership Style	theoretical lecture using a power point program	- Making quizzes - Discussion
14	2	**Part XIII: Transformatio nal Leadership**	14.1.What is Transformational and Transactional Leadership? 14.2.The History of Transformational Leadership 14.3. The Components of Transformational Leadership	theoretical lecture using a power point program	- Making quizzes Discussion
15	2	**Part XIV: Leadership Theories**	15.1Great Man Theories 15.2.Trait Theories 15.3.Contingency Theories 15.4.Situational Theories 15.5.Behavioral Theories 15.6.Participative Theories 15.7.Management Theories 15.8. Relationship Theories	theoretical lecture using a power point program	Making quizzes - Discussion