

**Ministry of Higher Education and Scientific Research
Scientific Supervision and Evaluation Authority
Department of Quality Assurance and Academic Accreditation**

**Publisher: Al-Furat Al-Awsat Technical University
Faculty/Institute: Najaf Technical Institute
Scientific Department: Tourism Techniques and Hotel Management
File filling date : 16\9\2022**

**Signature: Signature:
Head of Department Name : Scientific Assistant Name :
Date : Date :**

**Check the file before
Division of Quality Assurance and University Performance
Name of the Director of the Quality Assurance and University Performance Division:
Date
Signature**

Approval of the Dean

Academic Program Description

This academic program description provides a brief summary of the most important characteristics of the program and the learning outcomes expected of the student to achieve, proving whether he has made the most of the available opportunities. It is accompanied by a description of each course within the program

Educational institution	Middle Euphrates Technical University
Scientific Department / Center	Tourism and Hotel Management Techniques
Name of the academic or vocational program	Tourism Guidance Admin
Name of the final certificate	Technical Diploma
Academic System: Annual / Decisions / Other	annual
Accredited Accreditation Program	T.E.D.QUEL
Other external influences	Government and private sector and the labor market
Date of preparation of the description	16\9\2022

Objectives of the Academic Program	
1- The program aims to prepare qualified technical staff to work in the fields of hotel business and management.	
2- Acquire basic skills in the field of travel companies and tour guides	
3- Developing the student's interactive abilities with guests and the ability to meet their needs and gain their satisfaction	

4- Full knowledge of the types of tour guide

5- Full knowledge of the work on the formation of tourism programs

. Required Program Outcomes and Methods of Teaching, Learning and Assessment

- Cognitive objectives

1- The ability to apply knowledge in the field of tourism and hotel industry and to believe in the importance of teamwork

2 - Be able to provide distinguished tourism services with the ability to innovate and create according to a scientific method

3- The ability to use the computer and training on programs in his field of specialization and to realize the importance of continuing learning to communicate with the wheel of development

4- Be able to distinguish the types of tour guide and know his methods

5- Be able to understand the methods of preparing tourism programs

B- Program Skills Objectives.

Acquires and trains on basic skills in the work related to the work of the tour guide

Hindering the mechanisms of tourism sustainability in travel companies

3- Acquires, develops and implements many works related to travel and tourism companies

Teaching and learning methods

1- The method of giving theoretical lectures and the use of modern scientific methods in presenting them

2- Application and practice in laboratories and workshops to acquire practical skills

3- E-learning, including video lectures in PDF format

4-Summer Training

5- Field visits

Evaluation methods

- 1- Oral tests to know the student's scientific background.
- 2- Daily tests.
- 3- Semester exams (written and practical)
- 4- Comprehensive (final) tests (written and practical)

C. Emotional and value goals

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- 1- Monitoring the needs of society and thinking about creative ways to implement them to compete with the importer**
- 2- Developing and enhancing the skill of thinking according to the student's ability and moving him to the level of high thinking**
 - *Reviving traditional clothes and introducing modernity to them with attractive modern ideas
 - †Understand professional and ethical responsibility

Teaching and learning methods:

- 1- The method of giving theoretical lectures and the use of modern scientific methods in presenting them
- 2- Application and practice in laboratories and workshops to acquire practical skills
- 3- E-learning, including video lectures in PDF format
- 4- Summer Training
- 5- Field visits

Evaluation methods

- Oral tests to know the student's scientific background.
- 2- Daily tests.
- 3- Semester exams (written and practical)
- 4- Comprehensive (final) tests (written and practical)

d. General and qualifying skills transferred (other skills related to employability and personal development).

The department develops the personal abilities of its students through the establishment of scientific, sports, artistic and poetry competitions and the establishment of remedial courses for lessons and scientific materials in the department through the teachers of these courses and the development of students' practical skills through the project lesson and the workshop.

2- Informing students and affiliates of the latest developments

Teaching and learning methods

– The method of giving theoretical lectures and the use of modern scientific methods in their presentation

2– Application and practice in laboratories and workshops to acquire practical skills

3– E-learning, including video lectures in PDF format

4–Summer Training

5– Field visits

Evaluation methods

Conducting discussions and practical tests.

Conducting daily, weekly written, oral, quarterly and final exams.

. Program Structure (Filled by Department)

Grades	Course or Course Code	Course Name	Credit Hours	
			theoretical	practical
First Year	-	Principles of Tourism	2	2
First Year	-	Principles of Tourism	2	3
First Year	-	Geography of Tourism	2	2
First Year	-	English readings	2	3
First Year	-	English correspondence	1	2
First Year	-	Public Relations	1	2
First Year	-	Computer Applications	1	2
First Year	-	rights	1	0
	-	English	1	
Second Year	-	Online Booking	1	3
Second Year	-	Tourist Guide	2	3
Second Year	-	Laws & Regulations	2	2
Second Year	-	English readings	2	3
Second Year	-	Professional conduct	1	2
Second Year		Computer Applications	1	2
Second Year		Research Methodology	2	

.Planning for personal development

The department develops the personal abilities of its students through the establishment of scientific, sports, artistic and poetry competitions and the establishment of remedial courses for lessons and scientific materials in the department through the teachers of these courses and the development of students' practical skills through the project lesson and the workshop.

2 - Informing students and affiliates of the latest developments

. Admission criterion (setting regulations related to enrollment in the college or institute)

Graduation rate from high school, scientific and literary branch, central admission plan for the Ministry of Higher Education and Scientific Research

The corresponding specialization of the branches of vocational education in Iraq (tourism and commercial).

. The most important sources of information about the program

Methodological courses.

Updating allowed by the subject teacher at a rate of 20% for each teacher.

Libraries and scientific references (paper and electronic)

Curriculum Skills Outline

Responding to the individual learning outcomes from the program under evaluation.

Learning outcomes required from the program

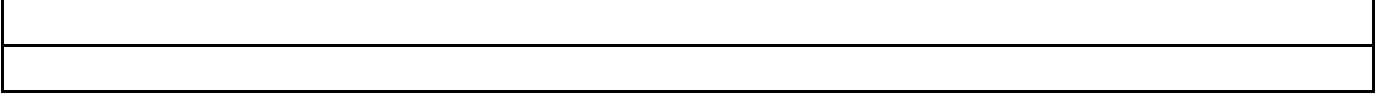
e	fundamental Or optional	Cognitive goals				Program Skills Objectives				Emotional and value goals				General and qualifying skills transferred (other skills related to employability and personal development)			
		A1	A2	A3	A4	B1	B2	B3	B4	C1	C2			D1	D2	D3	D4
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Course Description Form

Course Description

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

Educational institution	Middle Euphrates Technical University								
Scientific Department / Center	Tourism and Hotel Management Techniques / Najaf Technical Institute								
Course Name/Code	Principles of Tourism								
Available Attendance Forms	My theory in the hall and my work in the language lab								
Semester/Year	Came								
Number of credit hours (total)	182								
Date of preparation of this description	14/5/2022								
<p>Course Objectives</p> <p>General: Introducing the student to the basics of tourism science and the principles on which it is based and clarifying tourism phenomena.</p> <p>Special: Introducing the student to tourism and the tourist, analyzing the basic areas generating tourism, applications on tourist demand and supply, and the economic effects of tourism activity.</p>									
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<p>Course Outcomes and Methods of Teaching, Learning and Assessment</p>
<p>A- Cognitive objectives</p>
<p>B - Course Skills Objectives</p> <ol style="list-style-type: none"> 1. Acquires and trains basic skills in the work related to the work of the tour guide 2- Hindering the mechanisms of tourism sustainability in travel companies 3- Acquires, develops and implements many works related to travel and tourism companies
<p>Teaching and learning methods</p>
<p>Discussing the material with students while increasing the possibility of actual application and adopting modern programs in presenting and documenting content.</p>
<p>Evaluation methods</p>
<p>Conducting discussions and practical tests.</p> <p>Conducting daily, weekly written, oral, quarterly and final exams.</p>
<p>C. Emotional and value goals</p> <ol style="list-style-type: none"> 1- Monitoring the needs of society and thinking about creative ways to implement them to compete with the importer 2- Developing and enhancing the skill of thinking according to the student's ability and moving him to the level of high thinking <ul style="list-style-type: none"> - Reviving traditional clothes and introducing modernity to them with attractive modern ideas - Understand professional and ethical responsibility

Teaching and learning methods

- 1- The method of giving theoretical lectures and the use of modern scientific methods in presenting them
- 2- Application and practice in laboratories and workshops to acquire practical skills
- 3- E-learning, including video lectures in PDF format
- 4-Summer Training
- 5- Field visits

Evaluation methods

Conducting discussions and practical tests.

Conducting daily, weekly written, oral, quarterly and final exams.

d. General and rehabilitative skills transferred (other skills related to employability and personal development).

.Course Structure					
The week	Hours	Required Learning Outcomes	Unit / Subject Name	Method of education	Evaluation method
1	4	Understand the lesson	Introduction to Tourism		Interrogation
2	4	Understand the lesson	Visitor Park- Recreation		Interrogation
3	4	Understand the lesson	Who is a tourist		Interrogation
4	4	Understand the lesson	Motives for tourism		Interrogation
5	4	Understand the lesson	Foundations and motives		Interrogation
6	4	Understand the lesson	Tourist offer		Interrogation
7	4	Understand the lesson	Understandable components		Interrogation
8	4	Understand the lesson	Tourist Demand		Interrogation
9	4	Understand the lesson	Characteristics		Interrogation
10	4	Understand the lesson	The relationship of tourism with other industries		Interrogation
11	4	Understand the lesson	Its relationship with transport and roads		Interrogation
12	1	Understand the lesson	Its relationship with the accommodation		Interrogation

			industry		
13	1	Understand the lesson	Its relationship with the food industry		Interrogation
14	1	Understand the lesson	Its relationship to recreational activities		Interrogation
15	1	Understand the lesson	The development of world tourism		Interrogation

. Infrastructure

1 Required textbooks	Methodological books and textbooks, if any
2 Main references (sources)	Arabic books and the Internet
Recommended books and references (scientific journals, reports ,....)	
B Electronic references, websites	Provided on need

. Course Development Plan

Providing the students with terms important in their field of study.