Northern Technical University
Technical Management Institute
/ Ninawa
Department of Tourism and Hotel

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MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information		
معلومات المادة الدراسية		
Module Title	**HOTELS ACCOUNT 1** **HOTELS ACCOUNT 2**	**Module Delivery**
Module Type	**Core**	☒ **Theory** ☐ **Lecture** ☐ **Lab** **Tutorial** ☐ **Practical** ☐ **Seminar**
Module Code	**THMT201** **THMT204**	
ECTS Credits		
SWL (hr/sem)		

Module Level	1	**Semester of Delivery**	1
Administering Department		**College**	Technical Management Institute / Ninawa Department of Tourism and Hotel
Module Leader	Fathi Majdab Abdullah	**e-mail**	fathi.amaj@ntu.edu.iq
Module Leader's Acad. Title	Lecturer	**Module Leader's Qualification**	Head of artistic
Module Tutor		**e-mail**	
Peer Reviewer Name		**e-mail**	
Scientific Committee Approval Date		**Version Number**	

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Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	**Semester**	
Co-requisites module	None	**Semester**	

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Module Aims, Learning Outcomes and Indicative Contents
Module Aims أهداف المادة الدراسية	A - Preparing cadres specialized in tourism science to supply the tourism labor market, whether within the tourism sector or other sectors. B- Enabling students to gain access to knowledge and sciences specialized in tourism and other sciences related to tourism. T- Enriching students with skills related to the tourism aspect by holding scientific seminars, preparing graduation research, and summer training.
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	1. The ability to build English sentences which are grammatically correct. 2. Increasing the understanding and using the basic expressions and how to introduce yourself for others.

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Indicative Contents المحتويات الارشادية	Indicative content includes the following. 1. Developing the students' communication and capacity to reach the others smoothly. 2. Expand the general culture and the intelligence for the students throughout leaning English language.

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Learning and Teaching Strategies
استراتيجيات التعلم والتعليم

Strategies	1- The hotel accounting course introduces students to production departments, how to prepare accounts for each department, and the types of records, books, and documents used. 2- The course encourages students' participation in applying theoretical and practical concepts in preparing an income account and practical accounting lists and developing practical skills in hotel accounting. 3- The course includes discussions, dialogues, exchange of opinions, and skill development according to the modern methods currently used by the student.

Student Workload (SWL)
الحمل الدراسي للطالب محسوب لـ ٥١ أسبوعا

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خالل الفصل		Structured SWL (h/w) الحمل الدراسي المنتظم للطالب أسبوعيا	
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خالل الفصل		Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب أسبوعيا	
Total SWL (h/sem) الحمل الدراسي الكلي للطالب		175	

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خلال الفصل	

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Module Evaluation

تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	**Quizzes**	2	5% (5)	2, 7	
	Assignments	2	5% (5)	5, 13	
Summative assessment	**Midterm Exam**	1hr	50% (50)	4, 11	
	Final Exam	3hr	50% (60)	16	
Total assessment			100% (100 Marks)		

first course

Delivery Plan (Weekly Syllabus)

المنهاج ألاسبوعي النظري

	Material Covered
Week 1 Week 2	Objectives and importance of the hotel accounting system: An introductory introduction to the nature of activity and its objectives in the hotel sector
Week 3 Week 4 Week 5	Guest sales disclosure Classified sales
Week 6 Week 7-8	Accounting system in the hotel sector Objectives of hotel accounting The role of hotel accounting in documenting operational activities
Week 9 Week 10-11	Accounting principles Documents, books and accounting records in the hotel sector Double entry theory as an introduction to hotel accounting
Week 12 Week 13	Hotel accounting Practical and applied cases Auxiliary record books, general journal and general ledger Posting to the general ledger
Week 14 Week 15	Preparing the trial balance Practical and applied cases and examples of some hotels Preparing the general budget Budget equation Practical and applied cases

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Week 16	**The week of final Exam**

Delivery Plan (Weekly Syllabus)
المنهاج الأسبوعي النظري

	Material Covered
Week 1 **Week 2**	Account reconciliations at the end of the accounting period are practical and applied cases on hotels Account types
Week 3 **Week 4** **Week 5**	Preparing Income Account The income account is prepared before and after adjustments Application questions
Week 6 **Week 7-8**	Accounting for hotel activity revenues and expenses Accounting for hotel activity revenues Production departments in hotel activity Food and beverage department Laundry Services Department (laundry and ironing) Telephone and fax services department Accounting for hotel activity expenses Accommodation Services Department Expenses (Rooms) Food and Beverage Department Expenses Food and Beverage Department Expenses Other Production Department Expenses
Week 9 **Week 10-11**	Cost accounting in hotel activity Objectives of cost accounting in hotel activity
Week 12 **Week 13**	Cost centers in hotel activity: Cost lists Consolidated list of costs and business results Applied and practical examples
Week 14 **Week 15**	Break-even analysis: break-even point Various applications of the break-even point in hotel activity Applied and practical examples

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Week 16	The week of final Exam

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Delivery Plan (Weekly Lab. Syllabus)
المنهاج الأسبوعي للمخبر

	Material Covered

Learning and Teaching Resources		
مصادر التعلم والتدريس		
	Text	**Available in the Library?**
Required Texts	Headway	Yes
Recommended Texts		
Websites		

Grading Scheme
مخطط الدرجات

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Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	**A -** Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	**FX –** Fail	راسب)قيد المعالجة(	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.