

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

Academic Program Description Form for Colleges and Institutes

University: Northern Technical University College / Institute :

Nineveh Technical Management Institute

Department : Information Techniques and Libraries Date of
form completion : 28 / 1 / 2025

Assistant Professor. Adel Abdallah Azeez

Head of department Dean's

Date : 28 / 1 / 2025

Signature :



Lact. Osama Abdalkareem Kasem

Assistant For Scientific Affairs

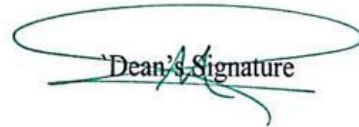
Date : 28 / 1 / 2025

Signature :

Quality Assurance and University Performance Manager : Lanya Mohamed Gazall

Date : 28 / 1 / 2025

Signature :



Dean's Signature

1-Program vision:

Proving that libraries and information centers were and continue to be the primary and reliable aid for beneficiaries and seekers of information to ensure obtaining it .from reliable sources despite the modern and future challenges to them

2. That the department be a local and regional leader in the field of preparing and graduating librarians with a high degree of scientific, intellectual and technical excellence in the field of libraries and information.

2-Program message:

Delivering the scientific material that the student must receive in accordance with the instructions mentioned in the special skills item in the required educational outcomes and methods of teaching, learning and evaluation.

3- Program objectives

: Academic Program Objectives

The academic program aims to prepare legalizations in the field of information and

:libraries who are able to practice library activities related to the following areas

Developing library collections and getting acquainted with international A.

.publishing houses and sites for free and open access to information

Using modern technologies that are related to computer applications when B.

.working in various office organizations, such as libraries and information centers

Getting to know all kinds of traditional and electronic information sources, C.

.encyclopedias and electronic dictionaries available on disks and the Internet

Learn how to search the Internet and access the free library database D.

sites, how to search for information sources available in them, and how to obtain .them

Learn about traditional indexing methods for various sources of information E.

according to the Anglo-American AACSA2 rules and methods of classifying them

.according to the Dewey Decimal System

Learn about modern methods of indexing information sources in all its forms according to modern automated rules such as (RDA) describing the available .sources using the Koha system and Mark 21 records	F.
Getting acquainted with traditional and automated library information services such as indexing, extraction, loan services, automated search, ongoing .briefing, selective transmission of information, etc	G.
.Learn how to connect computer networks and their forms	H.
Getting to know the assets of library management and the organizational .structure of libraries and information center	I.
Getting acquainted with modern digital libraries and virtual libraries and .ways to access them and retrieve information sources from them	J.
Familiarization with the process of electronic documentation and archiving .of documents	K.
L. Understand the terminology of information science.	

4-Program accreditation:
nothing

5-Other external influences:
nothing

6-Program structure:				
Program Structure	Number of Courses	Study Unit	Percentage	Notes *
University requirements	12	22	30	
Institute requirements	3	8	10	
Department requirements	19	53	60	

summer training				
Other				

7– Program description				
Year/level	Course or course code	Name of the course or course	Hours	Note
2025.2024 first	LIT102	Information sources	3	
8– Expected learning outcomes of the programme				
Knowledge:				
1- A1- Ensuring quick access to the contents of reference information sources to benefit from them 2- A2- The ability to answer users’ reference questions in the library 3- A3- Guiding readers in accessing indexes and sources of information				
Skills				
. The student becomes an information specialist in the field of reference service				
Value				
Developing students’ abilities to share ideas Daily, semester and final exams – 1 2 - Practical tests				
9-Teaching and learning strategies				
Giving lectures – The actual use of traditional paper-based information sources in laboratories - 2 3 - The actual use of electronic information sources available on CDs				

10-Evaluation methods
1 – Daily, semester and final exams

2 - Practical tests

11-The teaching staff

Faculty members

Academic rank	specialization		Special requirements/skills (if any)		preparation of the teaching staff	
	general	Specialized			lecturer	staff
Ass.prof	Information systems	Information systems			staff	
Ass.prof	management	business management			staff	
Ass.prof	Information and libraries	Information and libraries			staff	
lecturer	Information and libraries	Information and libraries			staff	
Assistant teacher	Chemistry	Biochemistry			staff	
Assistant teacher	Information and libraries	Information and libraries			staff	
Assistant teacher	Information and libraries	Information and libraries			staff	
Assistant teacher	Information and libraries	Information and libraries			staff	

12-Professional development

Orienting new faculty members

Professional development

Professional development for faculty members

13-Acceptance criterion

Central admission of graduates of preparatory school for the scientific, literary and vocational streams

14- The most important sources of information about the program

Access to academic – Iraqi – Arab – foreign programs in the field of specialization

15-Program development plan
Developing the department's curricula by comparing its vocabulary with the vocabulary of its corresponding departments in Arab and international institutes and universities that are available on the Internet for the purpose of developing them - Studying the possibility of developing curricula by communicating with corresponding departments in universities in the country

Program skills chart															
Learning outcomes required from the program															
values				skills				Knowledge				Essential or optional	Course name	Course code	Year/level
C4	C3	C2	C1	B4	B3	B2	B1	A4	A3	A2	A 1				
		√				√				√		Essential	Information sources	LIT102	2023-2024/1 st .
		√				√				√		Essential	Arabic	NTU104	
		√				√				√		Essential	human rights	NTU100	
		√				√				√		Essential	Computer principles	NTU102	
		√				√				√		optional	Electronic supply	LIT105	
		√				√				√		optional	Statistics	TIN100	
		√				√				√		Essential	intellectual property	LIT206	
		√				√				√		Essential	Group development	LIT104	
		√				√				√		Essential	Bibliographic description of non-books	LIT101	
		√				√				√		Essential	English language	NTU200	
		√				√				√		Essential	Management principles	TIN101	
		√				√				√		Essential	Descriptive indexing	LIT100	
		√				√				√		Essential	Sports	NTU105	
		√				√				√		Essential	French	NTU106	
		√				√				√		Essential	Media	LIT107	

		√				√				√		Essential	Computer principles	NTU102	2023-2024/2ed.
		√				√				√		Essential	Arabic language	NTU104	
		√				√				√		Essential	Crimes of the Baath regime in Iraq	NTU107	
		√				√				√		Essential	E-business management	TIN200	
		√				√				√		Essential	Information services	LIT202	
		√				√				√		Essential	Advanced indexing	LIT205	
		√				√				√		Essential	Information bases and networks	LIT204	
		√				√				√		Essential	information technology	LIT209	
		√				√				√		Essential	Information technologies	LIT201	
		√				√				√		Essential	Classification	LIT203	
		√				√				√		Essential	Electronic services in libraries	LIT210	
		√				√				√		Essential	Electronic archiving	LIT106	
		√				√				√		Essential	Information marketing	LIT207	
		√				√				√		Essential	Lists of subject headings	LIT211	

