People's Democratic Republic of Algeria
Ministry of Higher Education and Scientific Research

Mohamed Kheider University, Biskra AGERIA

Identical model
To display a new configuration

Academic/professional degree

Common trunk humanities
Humanities
Humanities and social sciences

Specialization	Branch	The field
Common trunk humanities	Humanities	Humanities and social sciences

REPUBLIQUE ALGERIENNE DEMOCRATIQUE AND POPULAIRE
SUPERIEUR ENSEIGNEMENT MINISTER
And this scientific research

Canevas conforme
d'une
NEW OFFERS TRAINING

Domain	File	Special
Sciences Humanities and	Sciences Humanes	Tronc commun

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Sociales		**humanités**

2023-2024

The index

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Overall result of the formation -

The detailed program for each subject in the six hexagrams :Third----------------

Contracts/Agreements :Fourth

A summary CV for each person from the pedagogical team concerned :Fifth with training in the specialty .

Opinion and approval of the institution's administrative and pedagogical :Sixth bodies .

Opinion and visa for the regional seminar :Seventh

Opinion and visa of the National Pedagogical Committee for the field :Eighth

A letter of motivation or justification for the opening request, stamped and signed
Director of the university/university center
(**Scan and paste in this space on the digital copy**)

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The configuration display location to be opened
...:Bachelor's degree
20 ../ 20..

:Enterprise

:College/Institute

: field

:Branch-Division

Type (A/M)	Open specializations$^{(*)}$	The phase
		Bachelor's degree
		Master

:the date

Seal and signature of the training field team official

A copy of the training offer qualification decision(s), if any, can be attached - (*)
.to this offer on the next page

A copy/copies of the decision/decisions qualifying the institution's training offers

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Bachelor's identification card :First

:Determine the location of the composition - **1**

:College or institute
:to divide

: **Other participants -2**

:Other partner institutions

:Other socio-economic institutions and partners -

Foreign international partner - :

3 **:Training framework and objectives** -

. **organization of the composition: Display position** (mandatory field) **General** - **A**
If several courses are proposed for the bachelor's degree, or if there are courses sponsored by the institution (whether from the same training group or other training groups), please determine the status of this project compared to other sections :according to the following format

.**B** - **Objectives of the training opening request** (mandatory field)

C - **Targeted qualifications and competencies** (targeted competencies, knowledge :(mandatory field) (acquired at the end of training - 20 lines at most

:**D** - **Bridges towards other specializations** (mandatory field)

:**E** - **Effectiveness indicators for training follow-up** (mandatory field)

:F- Fields of **operation**
:**G** - **Regional and national capabilities for operability** (mandatory field)

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4- Available human capabilities :

A- Absorption capabilities : (disclosed through the numbers of students who can be integrated into the training being offered)

B- Permanent internal supervision dedicated to training in the department/branch (to be filled out and approved by the head of the department and the dean of the college or the director of the institute) **(mandatory field)**

the signature	School subjects	The rank	Specialization certificate (MA-PhD)	Specialization certificate (graduation)	Name and Surname

Department authentication, college or institute authentication

and approved by the to be filled out) **C - Permanent internal supervision devoted to training in the specialty to be opened** department head, the college dean, or the institute director) **(mandatory field)**

the signature	School subjects	Rank	Specialization certificate (MA-PhD)	Specialization certificate (graduation)	Name and Surname

Department authentication, college or institute authentication

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:D - **The total sum of human resources devoted to training (Year 3)**

the total	External number	Internal number	Rank
			Professor of higher education
			Professor Lecturer A
			Professor Lecturer b
			Assistant Professor A
			Assistant Professor B
			***Other**
			the total

:The financial capabilities available for training in the specialization - **5**

A - **Pedagogical laboratories and equipment:** Submit a card about the laboratory and pedagogical equipment available for the applied work of the proposed training (a card for each laboratory if there is more than one)

:Laboratory address

:Laboratory Director
:Laboratory accreditation number and date
: **Laboratory director's opinion**   **:Date, seal and signature**

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.Other: Support users and technicians(*)

:B - **Equipment**

Notes	The number	Equipment address	the number

C - **Fields of apprenticeship and training in institutions** (see the attached scanned .(documents related to contracts/agreements

Duration of stalking	Number of students	A lurking place

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1- Documentation available at the university institution related to the training offer to be opened . (Required field)

Second: The hexagonal organization card for education
(Hexagons: 1- 2- 3- 4- 5 - 6)

Hexagrams 1 and 2: Integrate the contents of the annexes of ministerial decisions regarding the joint education base for the field.

Hexagrams 3 and 4: Integrate the unified programs of the branch/division.

Hexagons 5 and 6: Standardized programs are integrated after the matching process for each configuration offer.

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Humanities and Social Sciences" field, "Humanities" branch, a common trunk"

Evaluation type		*Other	Hourly volume of hexagon (weeks 15)	Weekly Courier Volume			Factories	Balances	Article titles	Education units
Exam	Continuous monitoring			Practical works	Acts directed	Tutorials				
60%	40%	h 00 45	45h 00	-	hour 1 30	hour 30 1	2	5	Introduction to media and communication sciences 1	**Basic teaching unit** code: TS1. 1 **Credits: 20 Labs: 8**
60%	40%	h 00 45	45h 00	-	hour 1 30	hour 30 1	2	5	Introduction to library science	
60%	40%	h 00 45	45h 00	-	hour 1 30	hour 30 1	2	5	General history of Algeria 1	
60%	40%	h 00 45	45h 00	-	hour 1 30	hour 30 1	2	5	Introduction to archeology 1	
60%	40%	h 00 45	45h 00	-	hour 1 30	hour 30 1	2	3	Schools and curricula of scientific research in the humanities	**Systematic teaching unit** code: WM 1. 1 **Credits: 6 Labs: 4**
100%	-	h 00 45	hours 30 22	-	-	hour 30 1	2	3	the human - Epistemology sciences	
60%	40%	h 00 45	45h 00		hour 1 30	hour 30 1	1	1	An introduction to the history of ancient civilizations	**Exploratory Learning Unit** Code: TS1. 1 **Credits: 2 Labs: 2**
100%	-	h 00 45	hours 30 22	-	-	hour 30 1	1	1	Information society	
-	100%	h 00 45	hours 30 22	-	hour 1 30	-	1	1	a foreign language	**Horizontal marking unit** symbol: WTF1. 1 **Credits: 2 Labs: 2**
-	100%	h 00 45	hours 30 22	hour 30 1	-	-	1	1	Automated notification	
		450 hours	hours 360	hour 30 1	10 a.m. 30	hours 12	16	30	**Sum of the first hexagon**	

Other : Additional work through six-party consultation *.

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Humanities and Social Sciences" field, "Humanities" branch, a common trunk"

Evaluation type		*Ot
Exam	Continuous monitoring	
60%	40%	h 00
60%	40%	h 00
60%	40%	h 00
60%	40%	h 00
60%	40%	h 00
100%	-	h 00
60%	40%	h 00
100%	-	h 00
-	100%	h 00
-	100%	h 00
		h 4

.**Other** : Additional work thro

Total composition score: (The total hourly volume should be mentioned, distributed -
between lectures and directed work, for all six hexagrams for all types of educational
units *.)

the total	Horizontal	exploratory	methodology	the basic	h s t
967,30	00	292.30	135	540	**Lecture**
1012,30	135	157.30	180	540	**Acts directed**
45	-		45	-	**Practical works**
/	-	-	-	-	**personal business**
2430	270	630	450	1080	**Other work (specifies)**
4455	405	1080	810	2160	**the total**
180	**06**	26	**28**	120	**Balances**
%100	**3.33**	**14.44**	**15.56**	**66.67**	**of credits for each % learning unit**

**(*) - The necessity of respecting the rules of the national system for hourly volume,
balances and transactions.**

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Third: The detailed program for each subject from the first to the sixth semester
(Provide a detailed card for each subject)

(All fields are required to be filled in)

Bachelor's degree: Common Core: Humanities
Hexagram: the first
Unit name: basic
Course name: Introduction to Media and Communication Sciences1
Balance: 05
Parameter: 02

:Education objectives
It aims to introduce the concepts of media and communication sciences and the fields and
specializations of research in them in the world and in Algeria.
.Define the difference between basic media and communication terms
Identify media systems and their effects

:Prior knowledge required
The student must have general knowledge of the priorities of media and communication
sciences, their fields of study and specializations.

: Acquired abilities
- Understanding the nature of the communication process and its models
- Familiarity with the origins and development of the media
- Realizing how to deal positively with media and communication, benefit from them, and avoid their negative aspects

:Article content
1) ,**General concepts:** communication, media, the difference between them
2) The nature of media and communication sciences
3) Characteristics of communication, its types and functions.
4) Developmental stages of communication
5) Elements of the communication process and factors for its success
6) Communication barriers
7) Similar concepts of media and communication (propaganda, rumour, advertising, (...publicity
8) The concept of public opinion (its definition, development, importance...)

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9) Areas and specializations of research in media and communication sciences in the world and in Algeria

10) Media systems: The concept of the media system and its effects

11) Authoritarian media system

12) Liberal media system

13) Socialist media system

14) The Arab and Islamic media system

15) The new media system

.Evaluation method: *(continuous observation, examination, etc.*)
 Exam mark: 60 % : directed work +40 %

.References: (*books, publications, websites,* etc.)

Rasem Muhammad Al-Jamal (1991): Communication and Media in the Arab World, (1
 Beirut, Center for Arab Unity Studies**.**

Zuhair Ahaddan, Introduction to Media and Communication Sciences, Office of (2
.University Publications, Algeria

Nassif Fahmy Menkerios, Communication between human aspects and contemporary (3
.technology, Modern University Office, Egypt, 2010

Mahmoud Hassan Ismail, Principles of Communication Science and Theories of (4
.Influence, 1st edition, International House for Publishing and Distribution, Egypt, 2003

Abdel Rahman Darwish, Introduction to the Science of Communication, Nancy (5
.Library - Damietta, 2005

 Hamid Sumaisim: Theories of Egypt's Communication: Nancy Library, 2005 (6.

Cairo: World of . influence Muhammad Abdel Hamid: Media theories and trends of (7
.Books, 2010

Communication and its Contemporary Theories, : Hassan Makkawi, Laila Al-Sayyid (8
.Egyptian Lebanese House, 8th edition, 2009

Bassam Al-Mashaqba: Communication Theories, Dar Al-Masirah for Printing and (9
Publishing, 2011

Sanaa Muhammad Suleiman, (2013), "The Psychology of Human Communication (10
".and Its Skills

Fadda Abbasi Basli, Muhammad al-Fatih Hamdi, (2017), "An Introduction to (11
".Communication and Media Sciences: Methods, Models, and Theories

Rahima Al-Tayeb Aissani, (2008), "Introduction to Media and Communication: (12
"Basic Concepts and New Functions in the Age of Media Globalization

1- Bauer, Martin W. / Bucchi, Massimiano 1970-. "Journalism, science and social science communication between news and public relations". New York Routledge 2007.

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2- Bucchi, Massimiano 1970-. "Science and the media alternative routes in scientific communication". London; New York Routledge 1998.

3- Gilles Willett (dr.), *La communication mode. An introduction to concepts, models and themes .,* Editions of Renouveau Pedagogique Ottawa, 1992.

4- Philippe Cabin and autres, communication, and savings. Editions sciences humaines 1998

5- David Holmes, (2009), **"**Communication Theory Media, Technology and Society

6- PeytonPaxson, (2010), **"**Mass communication and media studies **:**An introduction

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Hexagram: the first
Unit name: basic
Course name: Introduction to library science
Balance: 05
Parameter: 02

Education objectives: *(mention the qualifications the student is supposed to acquire*
. (after passing this subject, in three lines at most
The student should know the major foundations of library science and documentation, the major axes of archival science, and the rules of administration and management of .documentary institutions
Required prior knowledge: (*a detailed description of the knowledge required that will*
.(enable the student to continue this education, two lines at most
.General knowledge about libraries and their educational and social roles
.Pre-handling books and information containers

:Acquired abilities

- Distinguishing between types of libraries, defining and explaining library and .information services

- .Know the sources of information and distinguish their types

- .Knowledge of bibliographies and their types

Subject content: *(It is mandatory to specify the detailed content of each subject with*
.(reference to the student's personal work
.The history of documentary institutions: their beginnings, types and forms (1
.Historical milestones: the discovery of writing, printing, computers and the Internet (2
.Reference vessels and sources of information (3
.Library buildings and documentary institutions (4
.Documentary institutions and the knowledge explosion (5
.Archives, documents and archives (6
.Introduction to archival science (7
.Archival techniques (8
.Sciences complementary to archives (9
.Electronic management of archives and documents (10
.Information and documentation technologies (11
.From traditional documentary institutions to digital documentary institutions (12
.Information networks: their origins, types and uses (13
.Digitizing documents: between preserving information and making it available (14
.Digital documentation and online sources of information (15

.Evaluation method: *(continuous observation, examination, etc.*)

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Exam mark: 60% + directed work: 40%

.**References:** (*books, publications, websites,* etc.)

 Abdul Jaber, Saud (1**[** and others**] Introduction to library science** . Cairo: Mamoun . .Publishing House, 2011

Al-Hamshari, Omar Ahmed. **Introduction to library and information science** . (2 .Amman: Al Safaa Publishing House, 2008

3) Pandey , DK **Library and Information science** . New Delhi: Atlantic publishers & distributors, 2004

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Hexagram: The first
Unit name: basic
Course name: General History of Algeria 1
Balance: 05
Parameter: 02

Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*
Introducing the student to the history of Algeria from the earliest times to the present time and enabling him to understand how the Algerian nation was formed throughout history
.And introducing him to the dimensions of Algerian identity throughout the ages

Required prior knowledge: (*a detailed description of the knowledge required that will .(enable the student to continue this education, two lines at most*
.Information about the geography of the Algerian country
Tribal knowledge about the countries that established Algeria throughout ancient and .medieval history
General knowledge about the dimensions of national identity

:Acquired abilities

- .Being able to record the history of Algeria (ancient and medieval)
- .Knowing the basic stages of development of Algerian society
- .Knowing the countries that ruled Algeria through the ages

Subject content: *(It is mandatory to specify the detailed content of each subject with .(reference to the student's personal work*
.The geography of the Algerian country and its toponymy (1
.Algeria's prehistoric civilizations (2
.Barbarian kingdoms (3
.Relations between the Berber kingdoms and the Phoenicians (4
.Roman occupation and resistance to it (5
.The Vandal occupation and its resistance (6
.Byzantine occupation and resistance to it (7
.Islamic conquests (8
.The era of the governors (9
.The Rustamid State (10
.The Fatimid state (11
.The Hammadid state (12
.The Almoravid state (13
.The Almohad state (14

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15) The Zayanid state.

.**Evaluation method:** *(continuous observation, examination, etc.*)
Exam mark: 60% + directed work: 40%

.**References:** (*books, publications, websites,* etc.)
1) Abd al-Rahman al-Jilali, General History of Algeria.
2) Mahfouz Kaddache, Algeria in Ancient Times.
3) Muhammad bin Al-Mubarak Al-Mili, The History of Algeria in Ancient and Modern.
4) Yahya Bouaziz, Al-Mawjiz fi Tarikh Algeria.
5) Leonal Ballou, Algeria in prehistory.
6) K. Brahimi, an introduction to the prehistory of Algeria.
7) Abdel Hamid Hajiyat and others, Algeria in History, the Islamic Era

Hexagram: the first

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Unit name: basic
Course name: Introduction to archaeology 1
Balance: 05
Parameter: 02

Education objectives: *(mention the qualifications the student is supposed to acquire*
. (after passing this subject, in three lines at most
Getting to know archeology as one of the contemporary sciences that allows understanding many sciences and arts, and providing information about archeology as a science in itself for the first time in their academic career, and giving them insight into the research methodology in antiquities and archaeological excavations, in addition to giving them information about their cultural remains of all kinds in a way Extracting, collecting, studying and exploiting it

Required prior knowledge: *(a detailed description of the knowledge required that will*
.(enable the student to continue this education, two lines at most
Information about archaeology, concepts about archaeological research, and information about some famous archaeological sites
In addition to general and specific gains from the fields of humanities and social sciences such as history and philosophy

:Acquired abilities

- .Familiarity with various fields of archaeology

- Ability to conduct field research

- .Knowledge of relevant frameworks and ancillary sciences for archaeology

Subject content: *(It is mandatory to specify the detailed content of each subject with*
.(reference to the student's personal work
Archaeology and its concepts(1
Archaeology - origins and development(2
Schools of archaeology (3
Sciences supporting archaeology (theoretical sciences, applied sciences) (4
Branches and specializations of archaeology (5
Prehistoric Archeology: (Periods) (6
Prehistoric archeology (cultural manifestations) (7
The dawn of history (period and cultural manifestations) (8
Monuments of ancient civilizations (periods) (9
Monuments of ancient civilizations (cultural evidence) (10
Islamic monuments (periods) (11
Islamic antiquities (cultural evidence) (12
The field of maintenance and restoration in archaeology (landmarks) (13

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The field of maintenance and restoration in archaeology (movable antiquities) (14
Antiquities and tourism (15

.**Evaluation method:** *(continuous observation, examination, etc.*)
Exam mark: 60% + directed work: 40%

.**References:** (*books, publications, websites,* etc.)
1. Glen. Daniel, A Brief History of Archaeology, ed. Abbas Sayed Ahmed Muhammad
.Ali, Al-Faisal Cultural House, Riyadh, 1st edition, 2000
2. light. George, History of Archaeology, tr. Bahij Shaaban, Oweidat Publications,
.Beirut - Paris, 3rd edition, 1983
3. Robert Silver Barq, translated by Dr. Muhammad al-Shahat, Sunken Antiquities,
.Beirut, Arab Register Foundation, Cairo 1965
4. Ahmed Al-Shawki, Archaeological Excavations, Faculty of Arts, Ain Shams
 University, Cairo, 2003**.**
5. Ezzat Zaki Hamed Qadous, Paleontology and Museology, Al-Hadary Press,
.Alexandria, 2014

Hexagram: the first

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Unit name: Methodology
Subject name: Schools and methods of scientific research in the human sciences
Balance: 3
Parameter: 2
:Education objectives
This material comes as a guide and guidance for students in colleges and universities in introducing the scientific principles that should be followed or taken into account during scientific research.

:Prior knowledge required
Reading, studying, and thinking in the sense of using the mental abilities that have been given to humans in terms of the ability to think, the ability to imagine, the ability to analyze, and the ability to connect.

:Acquired abilities

● Realizing the importance of the scientific method

● Realizing the importance of schools of thought

● The ability to use schools of thought and analysis in scientific research and its applications

:Article content
1- .The concept of school in the humanities
2- The major methodological schools: the Islamic school. - Marxist school. - Positive school. - Functional school. - Structuralist school.
3- .School of Annals and New History
4- The Anglo-Saxon School: Definition. - Its history. - Its pioneers. - Its methodological conception.
5- Definition of the scientific method and its importance
6- The basic processes in the scientific method: induction, perception, understanding, analysis, synthesis, experimentation, deduction, classification, interpretation, abstraction, judgment, and education.
7- .The basic elements of the scientific method: principles, stages, methods, and methods
8- Steps of the scientific method: observation, setting hypotheses, testing hypotheses, and generalizing.
9- Stages of the formation of the scientific method: in ancient times - in the Middle Ages
10- Stages of the formation of the scientific method: The contribution of Muslims: The contribution of European philosophers and scientists
In the modern era
11- .The scientific method in social and human studies
12- .Quantitative method and qualitative method
13- :Objectivity and Subjectivity
14- .Research methods in media and communication sciences - library science
15- .Research methods in archaeology-history

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:Evaluation method

Exam mark: 60% + directed work: 40%

References: (Books, publications, websites, etc.)

Ibrahim Abu Lughod and others: Social research, its methods and tools, Center for -
,Basic Education in the Arab World, Sous Al-Layan

Ahmed Badr: Principles of Scientific Research and Its Methods, Publications Agency, -
,Kuwait

Akram Al-Omari: Research methods and manuscript verification, Library of Science -
,and Wisdom, Medina

Gamal Zaki and others: Foundations of Social Research, Dar Al-Fikr Al-Arabi, Cairo, -
.D.T

Hamid Amer: The Scientific Method in the Study of Society, Dar Al-Maaref, Cairo -

Khair Safouh: Geographical research, its methods and methods, Ministry of Culture and -
National Guidance, Damascus

Dio Boulud van Dalen: Research methods in education and psychology. Translated by -
,Muhammad Nabil Nofal, Anglo-Egyptian Library

Rabihi Al-Hassan: The Researcher's Guide to Organizing Social Research Writing,
Royal Scientific Society Press, Amman

.Sami Arifaj and others: Scientific research methods and methods, Amman -

Mr. Ali Sheta: Scientific Method and Social Sciences, University Youth Foundation, -
Alexandria

Mr. Muhammad Khairy: Statistics in psychological, educational and social research, -
.Dar Al-Ta'el Press, Cairo 1963

Asim Al-Araji: Al-Wajeez in Scientific Research Methods, Dar Al-Fikr for Publishing -
and Distribution, Amman

Abdel Basset Hassan: Fundamentals of Social Research, Wahba Library, Cairo -

Abdel Basset Hassan: Principles of Scientific Research, Al-Bayan Committee Press, -
Cairo

Abdul Haq Kayed: Principles in writing scientific and cultural library research, Dar Al- -
Fath Library, Damascus

Abdel Hamid Lutfi: Sociology, Dar Al-Maaref, Cairo -

.Abdul Rahman Badawi: Scientific Research Methods, Publications Agency, Kuwait -

Abdel Salam Haroun: Editing and publishing texts, Al-Khanji Library, Cairo -

Abdul Azim Al-Deeb: The Method in the Writings of Westerners in Islamic History, -
,Al-Resala Foundation, Beirut

Abdullah Muwaffaq: Documenting and controlling texts according to the hadith -
scholars, Royal Library, Mecca

Hexagram: the first
Unit name: Methodology
Course name: Epistemology of the Human Sciences

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Balance: 03
Parameter: 02

Education objectives: *(mention the qualifications the student is supposed to acquire*
. (after passing this subject, in three lines at most
.Introducing the student to the basic terms of the humanities and their underlying theories
Required prior knowledge: *(a detailed description of the knowledge required that will*
.(enable the student to continue this education, two lines at most
:Acquired abilities

- Gain the ability to criticize

- The ability to have a scientific and objective spirit

- Knowledge of the framework and epistemology of the humanities

.Knowledge about philosophy, philosophy of science, epistemology or epistemology
Subject content: *(It is mandatory to specify the detailed content of each subject with*
.(reference to the student's personal work
1. In the concept of human sciences, linguistic and terminological definition
2. Commentary on the human phenomenon
3. .Characteristics of the human phenomenon
4. The difference between humanities and human sciences
5. :In the concept of epistemology of the human sciences
6. The difference between it and the philosophy of science
7. The difference between it and the theory of knowledge
8. The difference between it and curriculum science
9. The difference between it and the history of science
10. The concept of epistemology of the human sciences
11. :Areas of epistemology in the human sciences
12. in Media and Communication Sciences
13. In library and information science
14. In archaeology
15. in history

.**Evaluation method:** *(continuous observation, examination, etc.)*
% **exam**

.**References:** (*books, publications, websites,* etc.)
- Robert Blanche: The Theory of Scientific Knowledge "Epistemology (1**"** Vision for ,
Publishing and Distribution, Beirut, January**1** .AD 2014 ,

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- Muhammad Jaloub Farhan: In Epistemology, New Philosophical Papers, Volume (2 .Four, Issue Seven, Summer 2012

- ,Ali Hussein Karkari: Epistemology in the field of knowledge (3 network Al-Maaref, .1st edition, Beirut, 2010

- Salah Ismail Abdel Haq: The Theory of Knowledge - A Contemporary Introduction, (4 .Egyptian Lebanese House, Beirut, January 1, 2020 AD

- :Muhammad Ali Hussein Al-Hassani (5 Epistemology of Interpretation, Dar Al-Rafidain for Printing and Publishing, Beirut, January**1** .AD 2016 ,

- Abdul Rahman Badawi: Encyclopedia of Philosophy (Part 1 + Part 2), Arab (6 .Foundation for Studies and Publishing, Beirut, 1st edition: 1984 AD

- Andre Lalande: Lalande Philosophical Encyclopedia, translated by: Khalil Ahmed (7 .Khalil, Oweidat Publishing and Distribution House, Beirut, Paris, January 1, 2012 AD

- An Introduction to the Philosophy of Science (two :Muhammad Abed Al-Jabri (8 .Center for Arab Unity Studies, Beirut, 5th edition: 2002 AD , (parts

- 9- Jacks, Crumley II:An Introduction to Epistemology, Library And Archives Canada Cataloging In Publication, 2nd ed , 2009.

- 10- Robert Audi: EPISTEMOLOGIE(theory of knowledge), R London and Nez York, First published in 1998, Reprinted 1998, 1999.

- 11-Léna Soler: Introduction to the epistemology - March 3, 2019, published on March 5, 2019.

- 12- Verneaux Roger: EPISTEMOLOGIE GENERALE OU CRITIQUE DE LA CONNAISSANCE Beauchesne Éditeur, January 1, 1987.

- 13- Carl Hempel: Epistemology, 2nd edition , Armand Colin, Paris, 11/01/2002.

- 14-Gaston Bachelard: The formation of scientific research, Vrin, Paris, 1971.

- 15- Michel Blay: Grand dictionary of philosophy, CNRS EDITIONS, Paris, 2003.

Hexagram: the first
Unit name: Expeditionary
Course name: Introduction to the history of ancient civilizations
Balance: 01
Parameter: 01

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:Education objectives
.Learn about the most important global civilizations that shaped human history
:Prior knowledge required
Historical data and general culture
:Acquired abilities

• The student's awareness of the meaning of civilization, cultural development, and the importance of the invention of writing in the lives of ancient peoples

• The student differentiates between the levels of ancient civilizations in science, .technology, economy, and society

• Knowing the extent of human interaction with its environment and developing means and techniques to exploit its wealth

• .The student was able to locate ancient civilizations on the map

:Article content
The concept of civilization: the meaning of civilization - the meaning of culture - the *1-*
.meaning of the Oikoumen - inventions that preceded civilization
.The time and spatial framework for the emergence of civilizations -2
.Civilizations of Western South Asia and Egypt -3
.The dawn of history and the inventions that preceded civilization -4
Material and literary sources for studying civilization: - Material sources. – Literary 5-
.sources
.Mesopotamian civilization -6
- The major stages (Sumer - Akkad - Babylon - Assyria - the Chaldean Empire)
Aspects of civilization (religion - system of government - economy) - 7
The civilization of Persia and Elam: - Origins. -Religious life. -Political life. - 8-
Economy
The civilization of ancient Syria: the Hittites and the peoples of Syria. -Political 9-
.appearance. -Religious appearance. - Economic life
Expansion and confrontation in Southwest Asia: the Median Wars. – The Persian- -10
.Egyptian conflict
.The Persian-Greek conflict. – Peloponnesian Wars - 11
The Pharaonic civilization of Egypt. _ Origin - development - collapse - *12*
System of government - religion and priesthood - army - economy -13
Arab civilization before Islam - 14
Political life: Southern countries (Main - Qataban - Saba - Himyar)
The northern countries (Palmyra - Al-Manathira - Al-Ghassanid) - the central 15-
.countries (Kinda - Mecca)

Evaluation method : Exam score 60% + Directed work 40%

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.References: (*books, publications, websites,* etc.)

- .Saif al-Din al-Kateb and others, Atlas of Ancient Civilizations
- .Will Durant, The Story of Civilization, Dar Al-Jeel, Beirut
- ,Dyakov-Kovalev, Ancient Civilizations
- .Taha Baqir, Introduction to the History of Ancient Civilizations
- .André Aymard-Jeanine Aubouillet, General History of Civilizations

Bachelor's degree: Common Core: Humanities
Hexagram: the first
Unit name: Expeditionary
Title of the subject: Information Society
Balance: 01

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Parameter: 01

Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*
For the student to recognize the importance of information and its role in society, understand the concept of the information society, and understand the principles, characteristics and standards of the information society

Required prior knowledge: *(a detailed description of the knowledge required that will .(enable the student to continue this education, two lines at most*
.Basic knowledge about the stages of development of human society
Tribal readiness to use information technology
:Acquired abilities

- .Student awareness of the importance of information within society

- .Expanding and deepening knowledge related to the information society

- .Ability to apply information society indicators

Subject content: *(It is mandatory to specify the detailed content of each subject with .(reference to the student's personal work*
.Information and knowledge: a conceptual approach (1
.What is the information society (2
.Historical background of the information society (3
.Globalization and the information society (4
.Features and characteristics of the information society (5
.Requirements and foundations of the information society (6
.The information society between the Geneva and Tunis summits (7
.Indicators for measuring the information society (8
.The digital divide and its impact on establishing the information society (9
.Features and manifestations of the information society (10
.Ethics of the information society (11
.The information society in the Arab world (12
.Information society in Algeria (13
.From the information society to the knowledge society (14
.From the information society to the knowledge society (15

.**Evaluation method:** *(continuous observation, examination, etc.*)
% **. exam**

.**References:** (*books, publications, websites,* etc.)
1. .Siphon, Baya. "Algerian efforts to enter the Algerian information society." (2016)

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2. Ikhlaf, a sweater. Information society ethics. University of Algiers3. College of
. Political Science and Media, 2009

3. Karim, Murad. The information society and its effects on the office profession.
Algeria: Dar Bahaa El-Din for Publishing and Distribution, 2011

4. Martin, William j. The Global Information Society. London: Routledge, 2017

Unit name: horizontal
Course name: Foreign language
Balance: 01
Parameter: 01

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Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*
The student must deal with allied sciences and practice using foreign languages
Required prior knowledge: *(a detailed description of the knowledge required that will .(enable the student to continue this education, two lines at most*
General knowledge of the foreign language

:Acquired abilities

- Realizing the importance of foreign languages in scientific knowledge

- .Realizing the importance of foreign texts in documentation and knowledge acquisition

- .Documenting research and knowing the names and terminology of various materials

Subject content: *(It is mandatory to specify the detailed content of each subject with .(reference to the student's personal work*
Elementary principles (1
Methods of dealing with historical texts (2
Study of a historical text in the ancient history of Algeria (the Berber kingdoms of (3 (Numidia
Study of a historical text in the ancient history of Algeria (Berber characters of (4 (Masinissa
Study of a historical text in the history of medieval Algeria (Hammadi state) (5
Study of a historical text in the history of medieval Algeria (Ziania) (6
Study a text in archaeology (7
Study text in media and communication (about media systems) (8
Study a text about documentary institutions and archives (9
10) Study of a historical text in ancient civilizations (Egyptian civilization + (Mesopotamia
11) Study of historical text in ancient civilizations (Greek + Roman civilization)

.Evaluation method: *(continuous observation, examination, etc.*)
Continuous monitoring

.References: (*books, publications, websites,* etc.)
- Pandey , DK Library and Information science. New Delhi: Atlantic publishers & distributors, 2004

- Bauer, Martin W. / Bucchi, Massimiano 1970-. "Journalism, science and social science communication between news and public relations". New York Routledge 2007.

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- Gilles Willett (dr.), *La communication mode. An introduction to concepts, models and themes .,* Editions of Renouveau Pedagogique Ottawa, 1992.
- Philippe Cabin and autres, communication, and savings. Editions sciences humaines 1998
- David Holmes, (2009), "Communication Theory Media, Technology and Society
- PeytonPaxson, (2010), "Mass communication and media studies :An introduction
- Martin, William j. The Global Information Society. London: Routledge, 2017
- Pierre Montagnon , History of Algeria - Origins in our journals - Editor of Pygmalion, Paris 1998.
- Gsell , Stephane. Les monuments antiques de l'Algérie (Band 2). Paris , 1901.
- NACERA BENSEDDIK ... The ancient archaeology in Algeria , higher and older ' hui .

Hexagram: the first
Unit name: horizontal
Name of the subject: Automated information 01
Balance: 01
Parameter: 01

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Education objectives: *(mention the qualifications the student is supposed to acquire*
. (after passing this subject, in three lines at most

how to deal with , The student gets to know the basic concepts about automated media
the operating system, and how to deal with office tools

Required prior knowledge: *(a detailed description of the knowledge required that will*
.(enable the student to continue this education, two lines at most

Ability to operate a computer **,** and know how to open Microsoft Office programs

:Acquired abilities

- .Knowledge of means to assist in knowledge production

- .The ability to acquire new knowledge helps in scientific developments

- .Realizing the importance of office supplies

Subject content: *(It is mandatory to specify the detailed content of each subject with*
.(reference to the student's personal work

1) History of information
2) Initiation and information
➤ System information
➤ Matériels
➤ Logiciels
➤ Domains d'application
3) Exploitation system
➤ Presentation of existing systems
➤ Manipulation of interfaces in Windows
4) The bureau's outlets
➤ Microsoft Office Word: Presentation of the interface
➤ TP 1: Say and mise into the text form
➤ TP 2: Manipulating tables, WordArts and forms
➤ TP 3: Manipulating smart arts, graphics and images
➤ TP 4: The manipulation of numbers/numbers, entries/pieds of the document, pages of
the page and pages of the garde
➤ TP 5: Manipulating table mats, note at the bottom of the page, note at the end and
references

.Evaluation method: *(continuous observation, examination, etc.*)
Continuous monitoring

.References: (*books, publications, websites,* etc.)

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1. El-Hassen Bensaid, 2012, launched with the order in 3 seasons (2 days), glossy edition, Algérie.
2. L'abeille, 2010, Introduction to information, Les éditions l'abeille, Algérie.
3. Mc Belaid, 2006, Formation on Windows Xp, Les Éditions Pages Bleues Internationales, Algérie.
4. Mc Belaid, 2009, Formation of texts in Word 2007, Editions Pages Bleues Internationales, Algeria

Bachelor's degree: Common Core: Humanities
Hexagram: the second
Unit name: basic

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Course name: Introduction to Media and Communication Sciences 2
Balance: 05
Parameter: 02

:Education objectives
Understand the meaning of the model and its importance in the field of media and communication
Identify the divisions of communication models
View the most important models explaining the communication process
:Prior knowledge required
The student must have general knowledge of the priorities of media and communication sciences, their fields of study and specializations.
:Acquired abilities
- .Familiarity with the origins and development of new media
- Dealing positively with new media, benefiting from them, and avoiding their negative aspects.
- .The ability to understand the individual's new role in the new media environment

Subject content: (It is mandatory to specify the detailed content of each subject with reference to the student's personal work).
1) Communication networks and levels
2) Contact Forms: What are forms? What is its importance in media and communication sciences?
3) Model functions
4) Classifications of communication models: Communication models according to the way they are presented / according to the level of communication / according to their purpose / according to their development (linear, two-way, interactive)
5) :The most important models of communication according to historical development
6) Aristotle's model
7) Lasswell model
8) Berlo model
9) Shannon and Weaver model
10) Ross model
11) Osgood and Schramm model
12) Defler model
13) Katz and Lasersfeld model
14) Helical or spiral model
15) Convergence model: Rogers and Kennedy
Evaluation method: (continuous observation, examination, etc.).
Exam mark: 60% + directed work: 40%
References: (books, publications, websites, etc.).

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Rasem Muhammad Al-Jamal (1991): Communication and Media in the Arab World, (1
 Beirut, Center for Arab Unity Studies**.**

Zuhair Ahaddan, Introduction to Media and Communication Sciences, Office of (2
.University Publications, Algeria

Nassif Fahmy Menkerios, Communication between human aspects and contemporary (3
.technology, Modern University Office, Egypt, 2010

Mahmoud Hassan Ismail, Principles of Communication Science and Theories of (4
.Influence, 1st edition, International House for Publishing and Distribution, Egypt, 2003

Abdel Rahman Darwish, Introduction to the Science of Communication, Nancy (5
.Library - Damietta, 2005

 Hamid Sumaisim: Theories of Egypt's Communication: Nancy Library, 2005 (6.

Cairo: World of . influence Muhammad Abdel Hamid: Media theories and trends of (7
.Books, 2010

Communication and its Contemporary Theories, : Hassan Makkawi, Laila Al-Sayyid (8
.Egyptian Lebanese House, 8th edition, 2009

Bassam Al-Mashaqba: Communication Theories, Dar Al-Masirah for Printing and (9
Publishing, 2011

Sanaa Muhammad Suleiman, (2013), "The Psychology of Human Communication (10
".and Its Skills

Fadda Abbasi Basli, Muhammad al-Fatih Hamdi, (2017), "An Introduction to (11
".Communication and Media Sciences: Methods, Models, and Theories

Rahima Al-Tayeb Aissani, (2008), "Introduction to Media and Communication: (12
"Basic Concepts and New Functions in the Age of Media Globalization

1) Bauer, Martin W. / Bucchi, Massimiano 1970-. "Journalism, science and social science communication between news and public relations". New York Routledge 2007.

2) Bucchi, Massimiano 1970-. "Science and the media alternative routes in scientific communication". London; New York Routledge 1998.

3) Gilles Willett (dr.), *La communication mode. An introduction to concepts, models and themes .,* Editions of Renouveau Pedagogique Ottawa, 1992.

4) Philippe Cabin and autres, communication, and savings. Editions sciences humaines 1998

5) David Holmes, (2009), **"**Communication Theory Media, Technology and Society

6) PeytonPaxson, (2010), **"**Mass communication and media studies **:**An introduction

Hexagram: the second
Unit name: basic
Course name: Fundamentals of library science and documentation
Balance: 05
Parameter: 02

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:Education objectives
The student should be familiar with the rules for describing sources and their availability, realize the importance of documentary analysis and its uses, and familiarize the student with the technological aspects related to documentation.

:Prior knowledge required
General knowledge about the principles of administration and management **,** and prior dealing with books and information resources

:Acquired abilities

- .The ability to distinguish between document description and analysis

- Realizing the importance of modern technologies in the field of documentary institutions.

- Mastery of knowledge developments in the fields of document description and analysis.

Subject content: *(It is mandatory to specify the detailed content of each subject with reference to the student's personal work).*
1) Organizing and managing documentary institutions.
2) Documentary series: collection, processing and retrieval.
3) Scientific management of documentary institutions: schools of administrative thought.
4) Documentary institution management functions.
5) Electronic management of documentary institutions.
6) Description of documents and intellectual vessels.
7) Stages of development of rules for describing documents.
8**.** Specifications and standards for describing documents
9) Functional requirements for bibliographic recording.
10) Description of the sources and making them available in documentary institutions.
11) Basics of documentary analysis.
12) Classification of knowledge and objective classification of sciences.
13) Analysis, indexing and extraction.
14) Thesaurus and the structural structure of knowledge.
15) Ontology and the Semantic Web.

Evaluation method: *(continuous observation, examination, etc.*)
Exam mark: 60% + directed work: 40%

References: (*books, publications, websites,* etc.)
1) Pebayle , Emanuelle Chevry. **Systems organization and human numbers** . London: ISTE Ed, 2017

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Abdel Hadi, Mohamed Fathi; Abdel Fattah Mohamed, Khaled. **Metadata: its** (2
theoretical foundations and practical applications . Cairo: Egyptian Lebanese House,
.2013

 3) Waller, Suzanne. **Analysis document: a methodological approach** . Paris: ADBS,
2013. **3**

Hexagram: the second
Unit name: basic
Title of the subject: History of Algeria in the year 02
Balance: 05
Parameter: 02

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Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*

Introducing the student to the history of Algeria from the earliest times to the present time, enabling him to understand how the Algerian nation was formed throughout history .and introducing him to the dimensions of Algerian identity throughout the ages

Required prior knowledge: *(a detailed description of the knowledge required that will .(enable the student to continue this education, two lines at most*

.Information about the geography of the Algerian country

Tribal knowledge about the events that took place in Algeria in modern and .contemporary history

.General knowledge about the dimensions of national identity

:Acquired abilities

- .Being able to record the history of Algeria (modern and contemporary)

- .Knowing the basic stages of development of Algerian society

- .Knowing the transformations that Algeria has experienced throughout the ages

Subject content: *(It is mandatory to specify the detailed content of each subject with .(reference to the student's personal work*

.The entry of the Ottoman Turks into Algeria and the development of the ruling system (1

.The era of the Days (2

.Algeria's foreign relations during the Ottoman era and its international status (3

.The French occupation of Algeria (4

.Resistance to Emir Abdelkader Al-Jazairi (5

.Organization of the state of Emir Abdelkader Al-Jazairi (6

.Ahmed Bey's resistance (7

.Sheikh Bouamama's resistance (8

.Other popular resistances (9

.French colonial policy in Algeria (10

.Algerian National Movement 1 - the reformist and independence movement (11

.Algerian National Movement 2 - Other movements (12

.The outbreak of the revolution and its development from 1954-1962 (13

The development of Algeria after independence - the system of government and the (14 .constitution

.Algeria's development after independence - society and economy (15

Algerian diplomacy in international forums (16

.Evaluation method: *(continuous observation, examination, etc.)*

Exam mark: 60% + directed work: 40%

References: (*books, publications, websites,* etc.).

1) Abd al-Rahman al-Jilali, General History of Algeria.
2) Yahya Bouaziz, Algeria's Revolutions in Qanin 19-20 AD.
3) Muhammad bin Al-Mubarak Al-Mili, The History of Algeria in Ancient and Modern.
4) Yahya Bouaziz, Al-Mawjiz fi Tarikh Algeria.
5) Abu al-Qasim Saadallah, History of the Algerian National Movement.
6) Jamal Qanan, texts and documents in the modern history of Algeria.

Hexagram: the second
Unit name: basic
Course name: Introduction to archaeology 02
Balance: 05
Parameter: 02

Education objectives: *(mention the qualifications the student is supposed to acquire after passing this subject, in three lines at most).*

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Providing information to students about archeology as a science in itself for the first time in their academic career, giving them insight into the research methodology in antiquities and archaeological excavations, and giving them information about their various types of cultural waste and how to extract, collect, study and exploit them.

Required prior knowledge: *(a detailed description of the knowledge required that will enable the student to continue this education, two lines at most).*
Information about archeology
Concepts about archaeological research
Information about some famous archaeological sites
Acquired abilities:

- Familiarity with various fields of archaeology.

- Ability to conduct field research

- Knowledge of relevant frameworks and ancillary sciences for archaeology.

Subject content: *(It is mandatory to specify the detailed content of each subject with reference to the student's personal work).*
1) Stages of archaeological research
2) Archaeological file (scientific + administrative)
3) Archaeological survey and its types
4) Subsurface survey (sounding and geophysical methods)
5) Aerial surveying and remote sensing
6) Surveying in submerged areas
7) Fossils and their types
8) Drilling methods and techniques
9) Archaeological sites, their protection, management and exploitation
10) Laboratory work: management of archaeological finds and collections
11) Laboratory work: maintenance and preservation of archaeological finds
12) Laboratory work: dating methods
13) Documentation and report preparation
14) Archaeological research in Algeria (history of research)
15) Cultural institutions and archaeological research structures in Algeria

Evaluation method: *(continuous observation, examination, etc.*).
Exam mark: 60% + directed work: 40%

References: (*books, publications, websites,* etc.)
1 (Introduction to Archeology) Edited by: Abdul Qadir Mahmoud, King Saud University, Riyadh, 1999 AD.

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Kafafi, Zidane (Introduction to Archaeology), 1st edition, Hamada Publishing House, (2
.Irbid - Jordan, 2005 AD
Adnan Al-Bunni, Modern Archaeological Excavation (Second Edition, Ministry of (3
.(Culture 1976
.George Daou: History of archaeology (4
.Muhammad Saleh Al-Jabri: Using modern techniques in archaeology (5
Izzat Zaki Hamed Qadous: An Introduction to Greek and Roman Archaeology (6

Hexagram: the second
Unit name: Methodology
Course name: Methodology and techniques of scientific research in the human sciences
Balance: 03
Parameter: 02

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Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*

Enabling the student to control scientific research terminology, differentiate between method and methodology, and learn scientific research methods in the humanities, especially in media and communication sciences, library and information science, history, and archaeology. In addition to training him in the methodological methods and techniques necessary to practice the act of analysis, whether in completing directed work or a graduation thesis

Required prior knowledge: *(a detailed description of the knowledge required that will .(enable the student to continue this education, two lines at most*

.General knowledge about scientific research, its methods and objectives

To pursue this training, the student is required to be familiar with the general knowledge of research methods, and to be aware of the epistemological aspect of scientific research, .and the theories that are taken as frames of reference for historical analysis

:Acquired abilities

- The student is able to understand the methods of obtaining scientific knowledge

- Acquires skills for preparing scientific research

- Knowing the first steps in writing problems and formulating hypotheses and ...questions

Subject content: *(It is mandatory to specify the detailed content of each subject with .(reference to the student's personal work*

1) The concept of scientific research - the concept of method and methodology in scientific research

2) The basic processes in the scientific method: induction, perception, understanding, analysis , SYNTHESIS, EXPERIMENTATION, DEDUCTION, CLASSIFICATION, INTERPRETATION, .ABSTRACTION, JUDGMENT, AND REASONING

3) Stages of scientific research: Choosing the topic - defining the research problem and .hypotheses

4) Collecting questionnaires and sources - criticism and analysis

5) .Choose the research topic and set the title

6) Determining the problem: its formulation and conditions

7) Adjust the search plan

8) Collecting and classifying scientific materialism: the difference between sources and references - the cards method

9) Analyzing, synthesising and formulating ideas (ideas file)

10) .Linguistic conditions for editing scientific material

11) Quotation, its concept, methods, and conditions, the methodology of summarization, .abbreviation, and deletion

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12) Marginalization and documentation: First, archival sources and documents/various references and studies/audiovisual references and technological media

13) Introduction and conclusion of the research

14) Appendices (maps, images, texts, tables), abbreviations and terms

15) Methodology for analyzing a text and methodology for studying and presenting a book**.**

Evaluation method: *(continuous observation, examination, etc.)*

Exam mark: 60% + directed work: 40%

References: (*books, publications, websites,* etc.)

- .Maurice Ingres, Methodology of Scientific Research in the Human Sciences
- Ibrahim Abu Lughod and others: Social research, its methods and tools, Center for Basic Education in the Arab World, Sous Al-Layan,
- Ahmed Badr, Principles of Scientific Research and Its Methods, Publications Agency, Kuwait,
- Akram Al-Omari, research methods and manuscript verification, Library of Science and Wisdom, Medina,
- Gamal Zaki and others: Foundations of Social Research, Dar Al-Fikr Al-Arabi, Cairo, T.D.
- Hamed Amer: The Scientific Method in the Study of Society, Dar Al-Maaref, Cairo
- Khair Safouh: Geographical research, its methods and methods, Ministry of Culture and National Guidance, Damascus
- Dio Boulud van Dalen: Research methods in education and psychology. Translated by Muhammad Nabil Nofal, Anglo-Egyptian Library,
- Rabihi Al-Hassan: The Researcher's Guide to Organizing Social Research Writing, Royal Scientific Society Press, Amman
- .Sami Arifaj and others: Scientific research methods and methods, Amman
- Mr. Ali Sheta: Scientific Method and Social Sciences, University Youth Foundation, Alexandria
- Mr. Muhammad Khairy: Statistics in psychological, educational, and social research, Dar Al-Ta'el Press, Cairo 1963.
- Asim Al-Araji: Al-Wajeez in Scientific Research Methods, Dar Al-Fikr for Publishing and Distribution, Amman
- Cairo , Abdel Basset Hassan, Fundamentals of Social Research, Wahba Library
- Abdel Basset Hassan, Fundamentals of Scientific Research, Al-Bayan Committee Press, Cairo
- Abdul Haqq Kayed: Principles in writing scientific and cultural library research, Dar Al-Fath Library, Damascus
- Abdel Hamid Lotfy, Sociology, Dar Al Maaref, Cairo
- .Abdul Rahman Badawi, Scientific Research Methods, Publications Agency, Kuwait
- Asad Rustom, The Terms of History, Modern Library, Sidon-Beirut, 1st edition, 2002.

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Laila Al-Sabbagh, A Study in the Methodology of Historical Research, Khaled Bin Al--
.Walid Press, Damascus, 1979

Hassan Othman, Historical Research Methodology, Dar Al-Maaref, Cairo, 3rd edition, -
.1970

Abdulaziz Al-Douri, The Origins of History among the Arabs, published by the Zayed -
.Center for Heritage and History, Al Ain, United Arab Emirates, 2000

Hassan Hallaq, Historical Research Methodology-

Nasser al-Din Saidouni, Basics of History Methodology, Al-Kasbah Publishing House, -
.Algeria, 2000

Edward Carr, What is History, translated by Maher Kilani and Pierre Akl, Arab -
.Foundation for Studies and Publishing, Beirut, 2nd edition, 1980

Muhammad Othman Al-Khasht, The Art of Writing Scientific Research and Preparing -
.University Theses, Dar Rihab for Printing, Publishing and Distribution, Algeria, undated

Hexagram: the second
Unit name: Methodology
Course name: Fields of human sciences
Balance: 3
Parameter: 2

Education objectives: *(mention the qualifications the student is supposed to acquire*
. (after passing this subject, in three lines at most

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Introducing the student to the areas of specialization in the humanities, the fields of work in them, and the differences between their specializations

Required prior knowledge: *(a detailed description of the knowledge required that will enable the student to continue this education, two lines at most).*
Prior knowledge related to the humanities and their specializations
Acquired abilities:

● Enabling the student to understand the nature of the humanities in general and the difference between the components of its subjects and specializations.

● The student's awareness of the bridges between the branches and specializations that make up the branch.

● Understanding the advantages and prospects of employment in each branch or specialization.

Subject content: *(It is mandatory to specify the detailed content of each subject with reference to the student's personal work).*
1 - Fields of media and communication sciences, public relations
2 – Fields of media and communication sciences, media and communication
2 - Fields of media and communication sciences, opinion polling and organizational communication
3 - Fields of media and communication sciences, written journalism and electronic journalism
4 – Fields of library and information science, library economics
4 - Fields of library and information science, information science, archival science
5 - Fields of library and information science, information technology and documentation
6 - Fields of library and information science, information security and management of documentary institutions
7 - Fields of archaeology, prehistoric monuments and ancient archaeology
8 - Fields of archaeology, Islamic antiquities.
9 – Fields of archaeology, conservation and restoration
10 – Fields of archaeology, cultural tourism and tourist guidance
11 - Fields of history, ancient and medieval history
12 – Fields of history, modern and contemporary history
13- Fields of history, centers of historical research
14- Bridges between the components of the humanities disciplines.
15- Areas of employment for humanities graduates

Evaluation method: *(continuous observation, examination, etc.).*
exam . %

References: (*books, publications, websites,* etc.).

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.Radouane Belkhiri, Introduction to New Media (1
.Radwan Belkhiri, introduction to communication and public relations (2
.Asad Rustom, the term history (3
.Al-Hadi Muhammad. Information technology and its application (4

Hexagram: the second
Unit name: Expeditionary
Course name: Introduction to the history of Islamic civilization
Balance: 01
Parameter: 01

Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*

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Introducing the student to the history of Islamic civilization in general, the role of Muslims in the renaissance of science and knowledge, and the achievements of the scientific and urban Islamic civilization.

Required prior knowledge: *(a detailed description of the knowledge required that will enable the student to continue this education, two lines at most).*
General knowledge about the most famous Islamic inventions in the field of science
General knowledge about the Islamic influence on the Renaissance of Europe

Acquired abilities:

- Enabling the student to understand the nature of Islamic civilization.

- Being able to understand the role of Islamic civilization in modern development.

- Appreciating the role of the Islamic nation in building human civilization.

Subject content: *(It is mandatory to specify the detailed content of each subject with reference to the student's personal work).*
1) Definition of Islamic civilization.
2) Geography of Islamic civilization.
3) Sources of the history of Islamic civilization.
4) The major Islamic metropolises in the Levant, Morocco, and Andalusia.
5) Medical and pharmaceutical sciences in Islamic civilization.
6) Astronomy and astrolabe.
7) Chemistry.
8) Mathematics and optics.
9) Islamic architecture.
10) Social laws and regulations.
11) Markets in Islamic civilization.
12) Islamic arts.
13) Crafts and industries.
14) The impact of Islamic civilization on Europe.
15) Biographies of the most famous Muslim scholars in the rational sciences.
Evaluation method: *(continuous observation, examination, etc.)*.
Exam mark: 60% + directed work: 40%

References: (*books, publications, websites,* etc.).
1) Sigrid Hoenke, The Arab Sun Shines on the West.
2) Saad Zaghloul Abdel Hamid, Architecture and Arts in the Islamic State.
3) Manuel Moreno, Islamic Art in Europe.
4) Musa Abdel-Lawi, Islamic civilization and its effects on Western civilization

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Hexagram: the second
Unit name: Expeditionary
Name of the material: Documentary research
Balance: 01
Parameter: 01

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Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*

For the student to understand the methods of traditional and electronic documentary research, and to familiarize the student with the documentary research strategy and how to use research methods and tools

Required prior knowledge: *(a detailed description of the knowledge required that will .(enable the student to continue this education, two lines at most*

Ability to search for and use references

Initial knowledge in navigating the Internet

:Acquired abilities

- .Ability to use documentary research methods and tools well

- .The ability to distinguish between traditional and digital documentary research

- .Familiarity with the steps of the documentary research strategy

Subject content: *(It is mandatory to specify the detailed content of each subject with .(reference to the student's personal work*

.A conceptual introduction to unit terminology (1

 Searching for information (2**:** .its concept and methods

.Searching for information: goals, justifications and objectives (3

.Searching for information: obstacles and ways to overcome them (4

.Information and documentary research specialist (13

.Searching for information: its techniques and tools (5

.Historical development of bibliographic tools (6

.Documentary needs: Documentary research sources and the ability to use them (7

.Documentary requirements: Requirements formulation chart (8

.Documentary needs: Levels of documentary needs (9

.Types of sources and reference vessels (10

.Principles and rules of documentary research (11

.Documentary research methods and strategies (12

.Evaluating and sorting the search results (14

.Methods and rules of referential marginalization (15

.**Evaluation method:** *(continuous observation, examination, etc.*)

% **. exam**

.**References:** (*books, publications, websites,* etc.)

 .Qasim Heshmat. **Library and research** . Cairo: Dar Gharib Publishing, D.T (1**[**

Good for you, Ammar. **Searching for information on the Internet** . Damascus: Al- (2 .Rida Publishing House, 2000

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3) Boubée, Nicole; Tricot, André. ***What's the point of finding the information*** ? Lyon: Presses de l'ENSSIB, 2017

Hexagram: the second
Unit name: horizontal
Course name: Foreign language
Balance: 01
Parameter: 01

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Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*

The student must deal with allied sciences and practice using foreign languages

Required prior knowledge: *(a detailed description of the knowledge required that will .(enable the student to continue this education, two lines at most*

General knowledge of the foreign language

:Acquired abilities

- Realizing the importance of foreign languages in scientific knowledge

- .Realizing the importance of foreign texts in documentation and knowledge acquisition

- .Documenting research and knowing the names and terminology of various materials

Subject content: *(It is mandatory to specify the detailed content of each subject with .(reference to the student's personal work*

1) Methods of dealing with historical texts
2) Ways to deal with historical terms
3) Study of a historical text in the modern history of Algeria (Algeria in the Ottoman (era
4) Study of a historical text in the contemporary history of Algeria (the national (movement
5) Study of a historical text in the contemporary history of Algeria (the Liberation (Revolution
6) Study text in archaeology
7) Text study in media and communication
8) Study a text about library science
9) Study of a historical text in Islamic civilization (sciences)
10) Study of a historical text in Islamic civilization (literature and arts)
11) Text study on documentary research

.Evaluation method: *(continuous observation, examination, etc.*)

Continuous monitoring

.References: (*books, publications, websites,* etc.)

- Moulay Belhamisi , Marine and marins d' Alger T.1: Navires and hommes : 1518 - 1830 , Alger , Bibliothèque Nationale d' Algérie , 1996.
- Mahfoud Kaddache , And Algeria in Liberia 1954-1962, Editor Paris-Méditerranée, Paris 2003.
- Kaddache (Mahfoud), History of nationalisme Algérienne , (question Nationale et politique. Algérienne) 1919-1951, SNED, Alger, 1980
- Boubee, Nicole ; Tricot, André. *What's the point of finding the information* ? Lyon: Presses de l'ENSSIB, 2017

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- Gilles Willett (dr.), *La communication mode. An introduction to concepts, models and themes .,* Editions of Renouveau Pedagogique Ottawa, 1992.
- Philippe Cabin and autres, communication, and savings. Editions sciences humaines 1998

Hexagram: the second
Unit name: horizontal
Name of the material: Automated information
Balance: 01
Parameter: 01

Education objectives: *(mention the qualifications the student is supposed to acquire . (after passing this subject, in three lines at most*

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how to deal with , The student gets to know the basic concepts about automated media the operating system, and how to deal with office tools

Required prior knowledge: *(a detailed description of the knowledge required that will .(enable the student to continue this education, two lines at most*
Ability to operate a computer **,** and know how to open Microsoft Office programs

:Acquired abilities

- .Knowledge of means to assist in knowledge production

- .The ability to acquire new knowledge helps in scientific developments

- .Realizing the importance of office supplies

Subject content: *(It is mandatory to specify the detailed content of each subject with .(reference to the student's personal work*
1) Microsoft Office PowerPoint
➢ Presentation of the interface
➢ Creation and mise in the form of a presentation
➢ Animation of a presentation
➢ The preparation of a presentation
2) Microsoft Office Excel
➢ Presentation of the interface
➢ La saisie des données et des formulas
➢ The table manipulation
➢ The calculation manipulation
➢ The manipulation of graphiques
3) Internet

.**Evaluation method:** *(continuous observation, examination, etc.*)
Continuous monitoring

.**References:** (*books, publications, websites,* etc.)
- *Mc Belaid, 2011* . Formation in PowerPoint 2007: Présentez votre document sur Data Show, Les Éditions Pages Bleues Internationales, Algérie.
- *Mc Belaid, 2015* . Premier with the order : courses and necessary procedures, the Editions Pages Bleues Internationales, Algeria

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Fourth: Contracts/Agreements[(*)]

Yes

no
If yes, agreements and contracts shall be attached to the paper and digital copies of)
(the composition presentation

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.Mandatory in all professional offers -(*)

Sample letter expressing intent or desire

(In the event that the training offer is submitted in partnership with another university institution)

An official letter bearing the name of the relevant university institution

 :Subject:Approval of double supervision for a bachelor's degree presentation entitled

The university (or university center) announces its desire to provide double supervision for the above-mentioned bachelor's degree throughout the qualification period for this training, and in this context, the university (or university center) :accompanies/accompanies this training offer through
-    ,Expressing opinion while designing and updating educational programmes
-    ,Participation in forums organized for this purpose
-    ,Participation in discussion committees
-    .Contributing to the exchange of human and material capabilities

:Signature of officially qualified official

:Function

:the date

Sample letter expressing intent or desire

(In the event of submitting a bachelor's degree training offer in partnership with an institution for a user sector)
(Official paper bearing the name of the institution)

 :Subject:Approval of a bachelor's degree research project entitled

:Submitted by

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The... Foundation announces its desire to accompany this training mentioned above as a potential user of the product of this training.

In this context, we confirm our joining this project, and our role in it is through:
- Expressing our opinion on designing and updating educational programmes,
- Participation in forums organized for this purpose,
- Participation in discussion committees.
- Facilitating, as much as possible, the reception of students interning at the institution within the framework of completing graduation notes or within the framework of supervised projects.

The necessary capabilities to carry out these operations, which are our responsibility, will be harnessed in order to achieve and implement the goals, both on the material and human levels.
Mr.(a) shall be appointed as an external coordinator for this project.

Signature of officially qualified official:

Function:

the date:

The official seal of the institution:

Fifth: CVs of members of the training team in the specialty

A brief biography for each person from the pedagogical team concerned with training in the specialization
(*) (internal framing)
(According to the attached form)

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.Only one page per CV – (*)

:nickname
:date and place of birth
 E-mail:
:the phone
:Rank
:Original institution
:Certificates: (graduation, post-graduation, date of obtaining, specialization, etc.)

Professional pedagogical competencies (school subjects, professional experience, :(.etc

The most important scientific activities: (publications, interventions, research :(teams

Sixth: Opinion and approval of the institution's administrative and pedagogical bodies

The head of the department is responsible for the training field team

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Opinion - History - Authentication Opinion - History - Authentication
Dean of the college or director of the institute
Opinion - History - Authentication
Director of the university institution
Opinion - History - Authentication

Seventh: Opinion and visa for the regional seminar
The visa is only available in the final copy of the training offer transmitted to the)
(Ministry

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: Institution : Bachelor's degree title
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Eighth: Opinion and approval of the National Pedagogical Committee for the field
The visa is only available in the final copy of the training offer transmitted to the)
(Ministry

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Canevas de mise en conformité

OFFRE DE FORMATION

L.M.D.

LICENCE ACADEMIQUE

2016 - 2017

Etablissement	Faculté / Institut	Département
Université de Mohamed kheider	Faculté des sciences humaines et sociales	sciences humaines

Domaine	Filière	Spécialité
Sciences humaines et sociales	Sciences humaines – Bibliothéconomie	Technologie de l'information et de la documentation

LICENCE ACADEMIQUE

License identity card

LICENCE ACADEMIQUE

1:Training framework and objectives :

A - The general organization of the training: the status of the project

The department aims to open the doors to training in the L.M.D. format in the Library Science Division, specializing in Information Technology and .Documentation, starting from university entry 2016/2017

The composition is presented in the proposed format, according to the • .standards applicable to four hexagrams

The study will be structured in the form of educational units, such that • each unit includes a set of materials, under the supervision and responsibility of a pedagogical team, which is responsible for following up on it and updating .its contents

Each educational unit has a unit of measurement (credit), which is a • variable value according to the importance of the educational unit and .according to the specialization studied

The number of credits offered in one semester is 30 credits, so that the • .total number of credits in the composition as a whole is 120 credits

The following tables show the various educational units proposed in the .training project in the new format, in addition to the study sizes related to them

LICENCE ACADEMIQUE

Common education base for the field:
Humanities and social sciences
Branch: Humanities

Other specializations in the Conformity Division:
-
-
-
-
-

Conformity specialty: Information technology and documentation
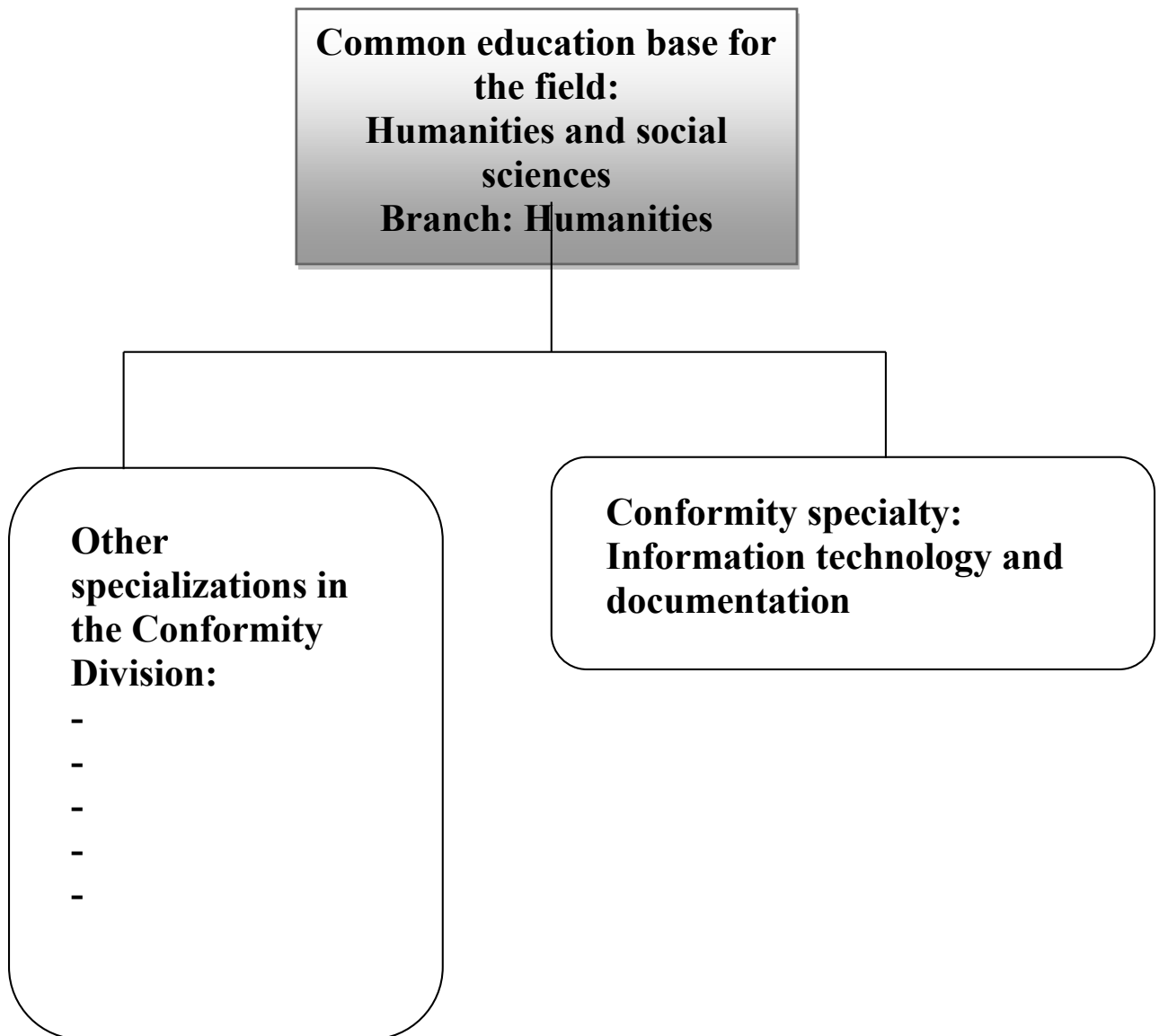
LICENCE ACADEMIQUE

B- Training objectives:
 •Fulfilling the desire of the administration of Mohamed Kheidar University in Biskra.
 •Keeping pace with the reform of the higher education system.
 •The importance of L.M.D. training in the library science major, especially if we know the growing interest in the major and the importance of enabling students to achieve their desire to enter this major at their university.
 •Reducing pressure on the Institute of Library Science and Documentation at Constantine 02 University.
 •Making training accessible to students who belong to the geographical area of the states mentioned below.
 •Meeting the needs of various documentation institutions.
 •   Meet labor market needs.

 •Adapting the Algerian university system to the international system, especially the European university system.
 •Adapting to the requirements of globalization in the field of university training.
 •Be open to scientific and technological developments.
 •Facilitating the integration of Algerian students into foreign universities.
 •The training project in library science in the L.M.D. format works to cover the geographical area through the following states:
) Biskra - El Oued - Batna - Ouargla - Ghardaia - M'Sila - Khenchela.(...

C- Targeted qualifications and competencies:
 •Being able to meet the needs of the labor market according to regional specificities and the geographical distribution of graduating students.
 •Being able to exploit and transform education units when changing the type of training to facilitate adaptation to the new requirements of the labor market.
 •The library science major aims to provide general training to open future research horizons for students, as a first stage in preparation for master's and doctoral training.

LICENCE ACADEMIQUE

•Providing training that enables rapid and effective integration into the labor market.

•Effective management of various documentation institutions throughout the national territory.

•Effective management of archival units and departments affiliated with various public and private institutions.

•Effective management of new information systems based on the effective use of scientific and technical information through new information and communication technologies.

•Enabling graduate students, as information specialists, to quickly integrate into modern paths of communication, by controlling modern methods and means of searching for information.

•Continuing the path at the master's and doctoral levels.

D- Regional and national capabilities for employability:

-National Archives, State Archives.

-Libraries of all types: university, national, school, specialized, public, research, municipal libraries, documentation and information centers.(...,

-Main and subsidiary public reading libraries.

-Archive interests within various types of public and private institutions (cultural, economic, media, social.(...,

E- Bridges towards other specializations:

The library science major works to benefit from the expertise of some existing departments at the university and interacts with them in an integrated manner, such as the Department of Automated Media, Media and Communication Sciences, the Department of Economics, the Department of Arabic Literature, the Department of Sociology, the Department of Psychology, and the Department of Languages.

2-Available human capabilities

A- Framing capabilities

•Determining the training batches to start with a maximum of 100 students, given the number of first-year students in the common humanities stream for the academic year 2015/2016, which is estimated at 800 students, with the presence of two other specializations (general history - media and communication.

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-Hexagonal organization card for education
(The Six Semester 06)
(Incorporates the appendices of ministerial
decisions regarding the joint education base for
the field and branch)

Semester: third

Exam	Continuous Assessment	other*	The hourly size of a hexagon 15 week	TP	TD	Cour	Coefficient	Credits	Title	code	Education unit
x	x	45سا00	45سا00		1سا30	1سا30	2	5	Documentation languages 1	A :S 000	**Education unit:** basic
x	x	45سا00	45سا00	1سا30		1سا30	2	5	Written History	A :S 000	**Credits :20** **Coefficient: 8**
x	x	45سا00	45سا00	1سا30		1سا30	2	5	Introduction to archival science	A :S 000	
x	x	45سا00	45سا00		1سا30	1سا30	2	5	Organization and management of information systems	A :S 000	
x	x	45سا00	45سا00		1سا30	1سا30	2	2	Research methods and techniques : 1	A :S 000	**UnitName:** Methodology
x	x	45سا00	45سا00	1سا30		1سا30	2	2	Unified Standards in Documentary Institutions	A :S 000	**Credits :4** **Coefficient:4**
x	x	45سا00	45سا30	1سا30		1سا30	2	2	Information and communication technology 1	A :S 000	**UnitName:** Exploratory
x		45سا00	22سا30			1سا30	1	2	Society and Economy in Contemporary Algeria	A :S 000	**Credits :4** **Coefficient:3**
	x	45سا00	22سا30		1سا30		1	1	Documentary Automated Media 1	A/F 000	**Education Unit:** **Horizontal**
									Documentary Automated Media 1		**Credits :2** **Coefficient:1**
	x	45سا00	22سا30		1سا30		1	1	English	A/F 000	
		450سا00	337سا00	04سا30	06سا00	10سا00	16	30	**Total Semestre 3**		

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Semester :fourth

LICENCE ACADEMIQUE

Evaluation Method		other*	The hourly size of a hexagon 15 week	Weekly Courier Volume			Coefficient	Credits	Unit		Education unit
Exam	Continuous Assessment			TP	TD	Cour			Title	code	
x	x	45سا00	45سا00		1سا30	1سا30	2	5	Documentation languages 2	A :S 000	Education unit: basic Credits :20 Coefficient: 8
x	x	45سا00	45سا00	1سا30		1سا30	2	5	Archival institutions in Algeria	A :S 000	
x	x	45سا00	45سا00	1سا30		1سا30	2	5	Bibliographic and specialized biographies	A :S 000	
x	x	45سا00	45سا00		1سا30	1سا30	2	5	Maintenance and restoration of documents and manuscripts	A :S 000	
x	x	45سا00	45سا00		1سا30	1سا30	2	2	: Research methods and techniques 2	A :S 000	UnitName: Methodology Credits :4 Coefficient:4
x	x	45سا00	45سا00	1سا30		1سا30	2	2	Standardized description of non-printed containers	A :S 000	
x	x	45سا00	45سا30	1سا30		1سا30	2	2	Information and communication technology 2	A :S 000	UnitName: Exploratory Credits :4 Coefficient:3
x		45سا00	22سا30			1سا30	1	2	Media theories	A :S 000	
	x	45سا00	22سا30		1سا30		2	2	Documentary Automated Media	A/F 000	Education Unit: Horizontal Credits :2 Coefficient:2
									English		
		450سا 00	337سا00	06سا00	06سا00	10سا00	16	30	Total Semestre 4		

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Semester: fifth **Evaluation Method**		other*	The hourly size of a hexagon 15 week	Weekly Courier Volume			Coefficient	Credits	Unit		Education unit
Exam	Continuous Assessment			TP	TD	Cour			Title	code	
x	x	45سا00	45سا00		1سا30	1سا30	2	5	Electronic archiving	A :S 000	Education unit: basic **Credits :20 Coefficient: 8**
x	x	45سا00	45سا00	1سا30		1سا30	2	5	Electronic Publishing	A :S 000	
x	x	45سا00	45سا00	1سا30		1سا30	2	5	Internet applications WAP 2.0	A :S 000	
x	x	45سا00	45سا00		1سا30	1سا30	2	5	Internet Marketing.	A :S 000	
x	x	45سا00	45سا00		1سا30	1سا30	2	3	Research Methodology and Tools.	A :S 000	UnitName: Methodology **Credits :4 Coefficient:4**
x	x	45سا00	45سا00	1سا30		1سا30	2	2	: Information processing and standardized description of electronic media	A :S 000	
x	x	45سا00	45سا30	1سا30		1سا30	2	2	Governance and professional ethics	A :S 000	UnitName: Exploratory **Credits :4 Coefficient:3**
x		45سا00	22سا30			1سا30	1	2	Information and communication technology	A :S 000	
	x	45سا00	22سا30		1سا30		1	1	English	A/F 000	**Education Unit: Horizontal Credits :2 Coefficient:1**
		450سا00	360سا00	06سا00	06سا00	12سا30	16	30	**Total Semestre 5**		

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LICENCE ACADEMIQUE

LICENCE ACADEMIQUE

Evaluation Method		other*	The hourly size of a hexagon 15 week	Weekly Courier Volume			Coefficient	Credits	Unit		Education unit
Exam	Continuous Assessment			TP	TD	Cour			Title	code	
x	x	45سا00	45سا00		1سا30	1سا30	2	5	Website evaluation	A :S 000	**Education unit:** basic **Credits :20** **Coefficient: 8**
x	x	45سا00	45سا00	1سا30		1سا30	2	5	Internet applications: free access to information	A :S 000	
x	x	45سا00	45سا00	1سا30		1سا30	2	5	Electronic management of documents	A :S 000	
x	x	45سا00	45سا00		1سا30	1سا30	2	5	Evaluation of information systems	A :S 000	
x	x	45سا00	45سا00		1سا30	1سا30	2	2	Applications of digitization in information systems	A :S 000	**UnitName:** Methodology **Credits :4** **Coefficient:4**
x	x	45سا00					2	2	Field training (Applied)	A :S 000	
x	x	45سا00	45سا30	1سا30		1سا30	1	2	Publishing and copyright	A :S 000	**UnitName:** Exploratory **Credits :4** **Coefficient:2**
x		45سا00	22سا30			1سا30	1	2	Risk management in information systems	A :S 000	
x		45سا00	22سا30			1سا30	1	1	Drugs and society	A/F 000	**Education Unit: Horizontal** **Credits :2** **Coefficient:2**
									Drugs and society		
	x	45سا00	22سا30		1سا30		1	1	English	000	
		450سا00	337سا00	04سا00	06سا00	12سا00	16	30	**Total Semestre 6**		

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The detailed program for each subject

LICENCE ACADEMIQUE

Semester: third
Education unit: basic
Article: Documentation languages
Balance:05
Coefficient:2
Education objectives:
Introducing the student to the basic principles of information system languages and the basic characteristics of each language, as well as knowledge of the documentary languages used in various information systems.
Prior Knowledge Required The student must master the categorization of knowledge
Article content:
- The nature and role of information systems languages (definition, status of information systems languages)
- The concept of information systems languages (natural languages, documented languages)
Types of information systems languages (their history and role, prior documentation languages - classification systems, subsequent and synthetic documentation languages - thesauri)
Global: (Dewey Decimal Classification, International Decimal Classification)
Specialized: Library of Congress, NLM
- Lists of subject headings, lists of terms, relationships, and various entries
- Providing documentation languages, use, and indexing
Evaluation method:
Continuous assessment + exam
References:
- Al-JawahiriKhayal Muhammad Al-Mahdi, Objective Indexing of Classification, Damascus: Damascus University Press, 1997.
- ZayedYousriya, extracts and extraction methods. In: Modern Trends in Libraries and Information, No. 2, 1994.
- HeshmatQasim, An Introduction to the Study of Taksheef and Extraction, Cairo: Dar Gharib, 2000.
Manier. Les langages documentaires et classificatoires : conception construction et utilisation. Edition d'organisation, 1993.
 MICHEL Hudon. Analyse et représentation documentaires : introduction à l'indexation à la classification et à la condensation des documents. Québec : P.U.Q, 2013
Claire Guinchat, Yolande Skouri. GUIDE PRATIQUE DES TECHNIQUES DOCUMENTAIRES. Paris :Edicef, 1989
Jacques Maniez, Actualité des langages documentaires : fondement théoriques de la recherche d'information, paris : ADBS, 2002.

LICENCE ACADEMIQUE

Semester: Third
Unit Name: Basic
Course: Science of the Book (Written History)
Credits:05
Coefficient:02
Educational Objectives:
In the first stage, the course aims to study the history of the written text since its beginning. It delves into the techniques of its production, preservation, and distribution, with an emphasis on the important role of written text in the development of societies.
The second stage: the scale is concerned with the study of the written text in the present era.
The third stage: is specialized in studying the methods and techniques of assessment and quantitative measurements specific to the field of library science.
Prerequisites: The student is required to have a strong command of the history of knowledge and its documentation in previous civilizations.
Course Content:
  - Concepts and Terminology
  - Bibliology, the Science of Books, or the Science of Written Texts
  - The Position of Bibliology Among Media and Communication Sciences
  - Historical Bibliology: The Birth of the Civilization of Writing, the Evolution of the Civilization of Writing in Ancient Times, the History of Writing in the Middle Ages and the Modern Era
  - Writing in the Modern Era: Publishing Models in the Modern Era (Capitalist, Socialist, Third World Model, Psychology of Reading)
  - Introduction to Bibliometric Methods and Techniques (Applied Methodologies in Bibliology)
        o Bibliometry: Paper-based Measurements
        o Lexicometry: Quantitative Measurement of Words
        o Iconometry: Quantitative Measurement of Images and Drawings
        o Scientometry: Quantitative Measurement of Scientific Indicators

Assessment Method:

LICENCE ACADEMIQUE

Continuous assessment + Exam

References:

1. Estivals Robert. La bibliologie. Paris, PUF (Que sais-je ?), 1987.
2. Escarpit, Robert. La révolution du livre. Paris, PUF, UNESCO, 1969.
3. Estivals Robert. Le livre dans le monde : introduction à la bibliologie internationale. Paris, ed. RETZ, 1983.
4. Labarre Albert. Histoire du livre. Paris, PUF (Que sais-je ?), 1985.
5. Piault Fabrice. Le livre : la fin d'un règne. Paris, Stock, 1995.
6. Rouet François. Le livre. Mutations d'une industrie culturelle. Paris, la Documentation française, 1992.
7. Spire Antoine et Viala Jean-Pierre. La bataille du livre. Paris, Ed. Sociales, 1976.
8. Mollier Jean-Yves. Où va le livre ? Paris, La Dispute/SNEDIT, 2002.

Semester: Third
Unit Name: Basic
Course: Introduction to archival science
Credits:05
Coefficient:02
Education objectives:
- Learn about archival science
Defining the general principles of archival science
Article content:
1- Archive overview:
archive history,
The history of archives in Algeria,
definition of archive,
Archive concept:
3-The emergence of the archive and the intermediary archive:
Definition of the archive under construction, status of the archive under construction, management of current documents, problems of storage and preservation,
The value of documents, organization and management of intermediate documents
4- Archive building:
Definition of the archive building, archive building program, preservation and equipment stores.
5-Archival terminology.
Evaluation method:
Continuous assessment + exam

References:

1. Favier, Jean. Les archives. Paris : PUF (Coll. Que-Sais-Je ? n°805),
2. Favier, Jean et Neirinck, Danielle. La pratique archivistique française. Paris : Archives nationales, 1993.

LICENCE ACADEMIQUE

3. Couture, Carol et al. Les fonctions de l'archivistique contemporaine. Québec : Presses de l'université du Québec, 1999.
4. Couture, Carol et Lajeunesse, Marcel. Législations et politiques archivistiques dans le monde. Québec : Documentor, 1993.
5. ISO 15489. Norme internationale : information et documentation-« Records management ». Partie 1 : principes directeurs. Genève : ISO, 2001.
6. ISO 15489. Rapport technique : information et documentation-« Records management ». Partie 2 : Guide pratique. Genève : ISO, 2001.
7. Walne, Peter. Dictionnaire de terminologie archivistique. München, K-G-Saur, 1988.
8. Abrégé d'archivistique : principes et pratiques du métier d'archiviste. Paris : Association des archivistes français, 2004.
9. Chabin, Marie-Anne. Je pense donc j'archive : l'archive dans la société. Paris : L'Harmattan, 1999.
10. Chabin, Marie-Anne. Le management des archives. Paris : Hèrmes, 2000.
11. Coeure, Sophie et Duclert, Vincent. Les archives. Paris : La Découverte and Syros, 2001.
12. Couture, Carol ; Rousseau, Jean-Yves. Les fondements de la discipline archivistique. Québec : Presses de l'université du Québec, 1994.

Cours name: Organization and management of information systems
credits:05
coefficient: 02
Educational objectives :
- The student must master the basics of administrative management and institutional relations.
- Knowledge of the bases and techniques that allow the student to manage and organize different documentary systems, so that this standard takes into account the specificities of each type of documentary institution.
The prior knowledge necessary for the student to master the basics of administrative management and institutional relations.
Module content:
- General introduction: some basic notions in administrative law, sources of administrative law, notions of application of administrative law.
- The evolution of administrative thought: theories and intellectual currents
- The basic concepts of scientific management: their definition, their functions and principles of their use in information systems
- Technical, administrative and financial management of information systems: technical management, administrative management, financial management.
- Evaluation of information systems activity
- Study some of the main international models in information systems

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LICENCE ACADEMIQUE

Evaluation method:

Continuous monitoring + examination

the references :

1- Al-Sarihi, Hassan Awad; Shaheen, ChérifKamel. Introduction to information sciences. Jeddah: Dar Al Khulud for publishing and distribution, 1994.

2- Hamed, Abou Al-Futouh. Introduction to library science. Cairo: House of Scientific Culture, 2001

3- Al-Salami, Ali. Scientific management. Cairo: Dar Al-Maaref, 1980.

4- Sufi, Abdul Latif. An introduction to library and information science. Algeria: Dar Al-Huda for printing and publishing, 2001.

5- Abdel Hadi, Muhammad Fathi. Introduction to information sciences. Cairo: Dar Gharib, 1984

6- Alyan, Rabhi Mustafa. Management and organization of libraries and learning resource centers. Amman: Safaa House, 2002.

7- Hamshari, Omar Ahmed; Alyan, Rabhi Mustafa. Reference in library and information sciences. Amman: Dar Al Shorouk, 1997.

8- Scientific management of libraries and information and documentation centers/Mohamed Al-Hadi Mohamed

9- Foundations of library science, documentation and information/Omar Ahmed Hamshari

10- Introduction to library and information science / Abdullah Muhammad Al-Sharif

LICENCE ACADEMIQUE

Semester: Third
Unit Name: Methodology
Course Name: Research methods and techniques
 Credits: 2
Coefficient: 1
Parameter:02
Education objectives:
To prepare the student for the systematic preparation of a research, up to how to prepare a graduation thesis. Lectures focus on the scientific stages of research, while allocating practical classes to all those stages.
Article content:
Introduction to curriculum science
Curriculum terminology
The concept of science and scientific research
Research and its methods during ancient times: Egypt / Iraq / Greece
- Between imitating nature and sensory approaches
- The language of rational deduction among the Greeks
Research and its methods during the Middle Ages: Methodology of scientific research among Muslims.
- Descriptive/empirical among Islamic scholars..
Research and its methods during the modern era. The emergence of the scientific method in the 17th century AD in Europe.
- Francis Bacon/ Ronnie Descartes/ Hegel/ Darwin...etc
- Epistemological and methodological rupture in the field of scientific research?
- Epistemology of modern scientific research, a general summary

Evaluation Method: Exam
References:
-Madeleine Grawitz, méthodes des sciences sociales.
-Maurice Angers, initiation pratique à la méthodologie des sciences humaines.
-Louis Beauregard ;Lise Wilson, comment effectuer un travail de recherche.
Roger Muccheilli, le questionnaire dans l'enquête psyco-sociale.

LICENCE ACADEMIQUE

Licence's Title: Information Technology and Documentation
Semester: Third
Unit Name: Methodology
Course Name:Unified Standards in Documentary Institutions
Credits: 2
Coefficient: 1
Educational Objectives:
1- Student's knowledge of all standards related to indexing.
2- Understanding how to create and manage indexes.
3- Familiarity with how to form and create shared indexes.

Prerequisite Knowledge:
The student must have a general understanding of standards and regulations.

Course Contents:
1- Historical Overview
2- Types of documents and the standards associated with each, indexing types, and various levels of description
3- Automation of indexes and the MARC and UNIMARC format standards
4- Monographs
5- Cataloging normalization
6- The CBU and the work of IFLA ISBD
7- Entries by personal author, title entries, references, shared entries
8- Historical perspective on standards: A journey with terminology, objectives, and the need for standards, patterns, and types
9- Organizations and bodies, standards in documentary institutions
10- Performance indicators in documentary institutions, foreign and Arab experiencesStandards and information

Evaluation Method: Continuous monitoring
References:

- Yasreya Abdel HalimZayed. "Unified Standards for Libraries and Information." Cairo: Dar Al-Masriah Al-Lubnaniah, 1998.
- Sharif KamelShahin, Osama El-Sayed Mahmoud, Yasreya Abdel HayemZayed. "Unified Arab Standard for University Libraries." Jeddah: King Fahd National Library, 2013.
- Ahmed Abada Al-Arabi, Badiya Mohamed Al-Basyouni. "Unified Arab Standard for Information Literacy: Guiding Principles for Public, School, and University Libraries in the Arab World." Jeddah: King Fahd National Library, 2013.

LICENCE ACADEMIQUE

- Osama GharibAbd Al-Ati, Ahmed Amin Abu Saada. "Indicators of Knowledge to Measure the Performance of National, Academic, Public, and School Libraries." Jeddah: King Fahd National Library, 2013.
- ISO Standards
- AFNOR Standards
- Cazabon Marie-Renée, Dussert-Carbone Isabelle. "Cataloging: Methods and Practices.I. Monographs and Serial Publications." Paris, Cercle de la Librairie, 1996.
- Cazabon Marie-Renée. "UNIMARC. CatalogingManual." Paris, Cercle de la Librairie, 1996.

Semester: Fifth
Unit Name: Exploratory
Course Name: Information and communication technology
Credits:02
Coefficient:02
Educational Objectives:
1. - Study of various information media.
2. Introducing the student to developments in automated information and communication technology
3. Clarifying the relationships between media, technological tools, and information
Prior Knowledge Required The student must master modern technologies
Course Content:
General introduction, history of knowledge communication and electronic developments
2- Foundations of information technology: automated media, communications, software
3- The information society, its characteristics and advantages
4- Electronic information sources
5- Technological communication services: websites of all kinds and various modern social networks
6- The Arab information space
7- Options for utilizing information technology in information systems
8- Applications of information technology in information systems.
9- Information technology and the challenges of the digital society
Evaluation Method: Continuous Assessment + Exam
References:
1-Les nouvelles technologies de la documentation et de l'information. Bulletin des bibliothèques de France [en ligne], n° 6, 1985 [consulté le 20 avril 2015]. Disponible sur le Web : <http://bbf.enssib.fr/consulter/bbf-1985-06-0544-006>. ISSN 1292-8399.

LICENCE ACADEMIQUE

2 -" Les autoroutes de l'information " - Gérard Théry - La Documentation française. –
 -PRAT Marie. Les meilleurs outils Web 2 .0 pour developper un projet e-learning.
Edition ENI. Octobre 2012/ ISBN 978-2-7460-7612-9

3- Les nouvelles techniques d'information et de communication : l'homme cybernétique ? " - Franck Sérusclat, rapport de l'Office parlementaire d'évaluation des choix scientifiques et technologiques, 1995. (disponible à l'Espace librairie du Sénat, 20 rue de Vaugirard, 75006 Paris)

4- Panorama sommaire des nouvelles technologies de l'information et de la communication " par l'Office parlementaire d'évaluation des choix scientifiques et technologiques.

Semester: Fifth
Education unit: exploratory
Subject:Society and Economy in Contemporary Algeria
Balance: 02
 Coefficient: 01
Education objectives:

This course enables the student to becomefamiliarwith the strengths and weaknesses of the economy, and strategic planning and management as an engine for sustainable development in a manner consistent withmaterial and humancapabilities.

Requiredpriorknowledge: basic termsrelated to economics and sociology - peculiarities of the Algerian economy - Algerian institutions - development and growthmechanisms.

Article content:
1 - Basic definitions
2- Stages of development of Algerian society and economy
3- Economicreforms and their impact on social life: the dangers of drugs on society, the economy, and the state
4- Knowledge-basedeconomy: acommunityproject
5- Future bets and prospects
6- The development of population structure, the development of social structure [classes - clans - tribes..]
8- The colonial economy and itseffects, the development of the Algerian economy [agriculture - industry - trade]
9- Good governance and professionalethics, the development of the governance system and its impact on morals and public morals
10- The development of education in Algerian society
11 - The issue of women
Evaluation method: exam
thereviewer:

LICENCE ACADEMIQUE

Harold D. Nelson, **Algeria: a country study**, U.S. Government Printing Office, Washington, D.C., 1978

James McDougall, **A History of Algeria**, Cambridge , Cambridge University Press, 2017.

Par Benjamin Stora, **Histoire de l'Algérie coloniale (1830-1954)**, Éd : La Découverte, 2004

Abderrahmane Bouchène, **Histoire de l'Algérie à la période coloniale1830-1962**, Paris : La Découverte, Alger : Barzakh, 2012.

Benjamin Stora**, Histoire de la guerre d'Algérie1954-1962** , La Découverte, Paris, 2004.

Sylvie Thenault, **Histoire de la guerre d'indépendance algérienne**, Flammarion , Paris , 2012.

Bachelor of Academic :Information Technology and Documentation

Semester: Third

Education Unit: Horizontal
Course Name: Documentary Automated Media
Credits:01
Coefficient:01
Education Objectives: Giving the student all the principles that imposed themselves on libraries, including ready-made programs and how to involve him in the preparation of these programs.
1-Automation: definition, objectives, pros, how to apply, necessary hardware, users and automation.
2- Software: documentary management, types of documentary management software and services, optional and optional software, pros and cons of software.
3- Files: file, record, field, patterns and dimensions, creation, inspection and update, database information bank
4- Automation of the documentary series: manual work and its cons, automated work and its advantages
5- Library Automation: Studying assets, preparing the term sheet, selecting software according to the required applications.
6- Use models for ready-made software(Syngeb ; PMB ;Koha…)
Evaluation Method: Continuous evaluation

LICENCE ACADEMIQUE

References:
1- Collier Philippe. L'informatisation des bibliothèques et centres de documentation. Paris, A JOUR Edition, 1990.
2- Bertrand Roland. Micro-ordinateur et traitement de l'information. Paris, A JOUR, 1991.
3- Informatique et bibliothèques : pourquoi et comment informatiser une bibliothèque. Paris, Cercle de la librairie, 1986.
4- Informatiser sa documentation. Des choix adaptés à ses moyens. Paris, IBISCUS, 1995

Semester: Fifth
Unit Name: Horizontal
Course Name: English
Credits:01
Coefficient:01

Education Objectives
THE OBJECTIVE OF THE MODULE
   Practical use the English language as a toll for self information English should also be as a means of expression

- Objectifs
  - Comprendre et utiliser l'anglais tant dans la vie quotidienne que dans ses activités professionnelles
- Compétences :
  L'étudiant doit être capable de :
  - Comprendre et s'exprimer de façon compréhensible dans des situations de la vie quotidienne et professionnelle
  - Comprendre sans erreur les consignes d'un programme informatique ou d'un moteur de recherche sur le web

Course Content:

Exploitation of specialized texts related to the different technical modules included in the third year's program.
   - Contraction abstracts and analysis of specialized texts.
   - Business letters their techniques with practical exercises.
   - Reports and proceeding their techniques with practical exercises.

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- The presentation of the report the proceeding
- English oral and written practice.

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Semester: third
Education unit: basic
Article: Electronic archiving
Balance:05
Coefficient:2
Education objectives:
• Introducing the student to the applications of modern information and communication technologies in the field of archives,
• Educating students about the importance of using electronic archiving to solve some of the traditional problems of archives
Prior knowledge required:
• Be open to the professional impact of information
• Identify natural hazards
Article content:
Definition of electronic archiving
- Saving electronic documents
- Organizing and managing electronic documents
- Electronic systems for document management
- Transferring electronic documents to the center
- Information security and backup
- Electronic archiving programs
- Characteristics of electronic archiving programs
Evaluation method
Continuous assessment + exam

References:

CHABIN(M-A), CAPRIOLI(E.),RIETSCH(J-M),L'archivageélectroniqueàl'usagedudirigeant,FEDISAet CIGREF,2005.(http://cigref.typepad.fr/cigref_publications/)
CHABIN(Marie-Anne),RIETSCH(Jean-Marc)etCAPRIOLI(Eric),Dématérialisation etarchivage

LICENCE ACADEMIQUE

Semester: third
Education unit: basic
Article: Electronic Publishing
Balance:05
Coefficient:2
Education objectives:

- Nature of Electronic Publishing/Historical Overview of Electronic Publishing

• Motivations and Factors Leading to the Emergence of Electronic Publishing/Advantages of Electronic Publishing

• Methods of Electronic Publishing/Requirements for Electronic Publishing

• Barriers to Electronic Publishing

• Intellectual Property: Its Foundations and Principles

• Digital Copyright

• Requirements for Protecting Digital Copyright

• Protecting Intellectual Property for Electronic Works

• Agreements for the Protection of Digital Copyright

• Prospects of Electronic Publishing and Digital Copyright

References:

Blanquet, Marie-France. The Information Industry. Paris: ESF Publisher, 1992.

Chartier, Roger. From Codex to Screen: Trajectories of Writing / in: Textualities and New Technologies, Ecarts, 2000.

Vanderdorpe, Christian. From Papyrus to Hypertext: Essay on the Mutations of Text and Reading. Paris: La Découverte, 1999.

Autié, Dominique. From Page to Screen: Reflections and Strategies in the Face of the Evolution of Writing on New Information Supports. Montreal: Elaeis Editions, 2000.

LICENCE ACADEMIQUE

Arot, Dominique. The Digital Heritage Library: Paradoxes, Missions, Typology, and Evaluation. Paris: ADBS Editions, 2000.

Semester: fifth
Unit Name basic
Course Name**: Research Methodology and Tools.
Credits:05
Coefficient:02
Course Name**: Internet applications WAP 2.0
Educational Objectives
- Dealing with modern Internet applications.
- Introducing the student to developments in automated information and communication technology
- Acquire skill in activating these developments and updates in the fields of work and professional practices.
Prior knowledge required:
- Openness to modern technologies./Control of automated media.
Article content:
- Definition of 2.0 libraries.
- Basic principles of libraries 2.0.
- Manses Principles for Libraries 2.0.
o Beneficiary participation./multimedia.
o Social interaction/creativity.
- Schad and Millar principles for library 2.0.
o Libraries everywhere./Library across all borders
o Calling for participation/producing flexible systems.
- Effects of Library 2.0 properties.
-        Job Descriptions
- Job titles.
Evaluation Method: Continuous Assessment + Exam
References:
1.Internet et l'entreprise/ Olivier Andrieu et Denis Lafont. –Eyrolles,1996.
2. le mirage Internet : enjeux économiques et sociaux/ Guy Lacroix. – Vigot,1997.
3. internet : aspects juridiques/ Alain Bensoussan.- Hermès ,1996.
4. internet : quelle régulation juridiques / Jean-Philippe Casanova.- Mémoire de DEA Droit des Affaires à Paris XIII sous la direction de Mme I. de Lamberterie, 1997.
5. le projet Intranet/ Frédéric Alin, Denis Lafont, Jean- Francois Macary.- Eyrolles,1997

LICENCE ACADEMIQUE

6. objectif Intranet : enjeux et application/Francis Vidal, et al.- les Editions d'organisation ,1997

Licence Title: Information technology and documentation
Semester: Fifth
Unit Name: Basic
Course Name: Internet Marketing.
Credits: 5
Coefficient: 2
Educational Objectives:

1. Learn about marketing methods and approaches.
2. Highlighting the importance of marketing within information institutions
3. The possibility of investing marketing rules within information institutions.
4. Keeping up with modern methods in the marketing process.

Previous knowledge:

- Openness to modern technologies./Control of automated media.

Course Contents:

- Definition of marketing
- Marketing Services
- Characteristics of service quality.
- Internet Marketing.
- Marketing strategy.
- Marketing research.
- Characteristics of services and products.
- E-commerce: commercial websites.
- Commercial distributors of information.

Evaluation Method: Continuous assessment + exam.

References:

1. Le COADIC, Yves-François. Usages et usagers de l'information. Paris :ADBS, 1997. 128p. (collection128; 174 série inf et doc).

LICENCE ACADEMIQUE

2. PROULX Serge, "La construction sociale des objets informationnels: matéraux pour une ethnographie des usages". Montréal :Université du Québec, 2000.
3. JOUET, Josiane. Pratiques de communication et social. Habilitations à diriger des recherches: Sci la communication: Grenoble 3, 1992.
4. JOUET, Josiane.Usage et pratique des nouveaux outils, dans SFEZ, L. (Edit), dictionnaire de la communication, Paris, PUF, Vol 01, P 371-376.

Semester: Fifth
Unit Name: Methodology
Course Name: Research Methodology and Tools.
Credits:02
Coefficient:02
Educational Objectives:
- Dealing with Modern Internet Applications:
- Introducing Students to Developments in Information Technology and Communication:
- Acquiring Skills in Implementing Technological Developments and Updates in professional fields and practices.

Course Content:
- Types and classifications of information.
- Methods of searching for information.
- Internet and search for information.
- Search for information via Internet.
o Online search strategy.
o Online search tools.
o Internet search results
Evaluation Method: Continuous Assessment + Exam
References :
1. INRIA. La recherche de l'information sur les réseaux: Internet: pour en savoir plus. Paris, ADBS, 1996
2. ADRIEU, Olivier. Méthodes et outils de recherche sur Internet. Paris, Eyrolles, 1997
3. LELOUP, Cat(herein. Moteurs d'indexation et de recherché. Paris, Eyrolles, 1998.

Semester: Fifth
Unit Name: Methodology

LICENCE ACADEMIQUE

Course Name**:** Information processing and standardized description of electronic media

Credits:02

Coefficient:02

Education objectives:

• Dealing with modern media of information.

• Introducing the student to the developments taking place at the level of international standards for prescribing

• Gain skill in activating these new standards in work fields.

Article content:

-Comment on an electronic document

-Repair of information on the Internet: catalog and indexation of resources on the world wide web

-Comment on an electronic document

-Electronic resource board: Norm Afnor Z44-082 of December 1999

-Electronic documents: bibliographic references for a WEB site: norms Z 44-005-2 of February 1998

-Information and documentation- Referencing bibliographies -Part 2: Electronic documents, complete documents or parts of documents

-Reference bibliographies: reading and lecture

References :

1. Normes ISO
2. Normes AFNOR
3. Cazabon Marie-Renée, Dussert-Carbone Isabelle. Le catalogage: méthodes et pratiques. I. Monographies et publications en série. Paris, Cercle de la Librairie, 1996.
4. Cazabon Marie-Renée. Unimarc. Manuel de catalogage. Paris, Cercle de la Librairie, 1996.
5. Les documents électroniques : références bibliographiques pour un site WEB : normes Z 44-005-2 de février 1998
6. Norme Afnor Z44-082 de décembre 1999

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Semester: Fifth
Unit Name: exploratory
Course Name: Governance and professional ethics
Credits:02
Coefficient:02
Educational Objectives:
Education objectives (mention the qualifications the student is supposed to acquire after passing this subject, in three lines at most)
Educating students and sensitizing them to the danger of corruption, and pushing them to contribute to fighting it by acquiring knowledge related to good governance and professional ethics.
Required prior knowledge (a brief description of the knowledge required that will enable the student to continue this education, two lines at most)
Basic education in social sciences + anthropology
Article content:
First: good governance
1- Good governance: definition of the concept
    language
    Idiomatically
2- The main components of good governance
Establishing democracy
Electoral systems
Decentralization
Constitutional government and legal rights
3- Principles and rules of good governance
Separation of powers
Judicial independence
Civil society
  Media independence
Strengthening transparency, monitoring and accountability mechanisms
Community participation in civil control, human rights and citizenship
Second: Combating the phenomenon of corruption
1- The essence of corruption:
Corruption as a language
Corruption as a term
Religion and corruption
2- Types of corruption:
  Financial corruption
  Administrative corruption
Moral corruption.
  Political corruption.....etc

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3- Manifestations of administrative and financial corruption:
• Bribery
• Nepotism
• Favoritism
• Mediation
• Blackmail and forgery.
• Looting and illegal spending of public money.
• Slowness in completing transactions.
• Administrative, functional or organizational deviations by the employee and the official.
• Violations committed by a public employee while performing his job duties.
• Failure to respect work times and deadlines for coming and leaving, or spending time reading newspapers and receiving visitors, refraining from performing work, or being lax, lazy, and not taking responsibility.
• Disclosing job secrets, deviating from teamwork, and favoritism in appointment to positions of responsibility...
4- Causes of administrative and financial corruption:
1- Causes of corruption from the point of view of theorists:
Theorists and researchers of management and organizational behavior have emphasized the existence of three categories that define these reasons, which are:
According to the opinion of the first group:
-Urban reasons.
-Political reasons.
- According to the opinion of the second group:
Structural reasons.
-Valuable reasons.
-Economic reasons.
- According to the opinion of the third group:
-Biological and physiological reasons.
- Social reasons.
- Complex causes.
2-General causes of corruption. (Weak institutions, conflicts of interest, the pursuit of quick profits, weak awareness role in educational institutions, the media, etc.... failure to strictly enforce the law, etc.).
5- The effects of administrative and financial corruption:
- The impact of administrative and financial corruption on social aspects
- The impact of administrative and financial corruption on economic development
- The impact of administrative and financial corruption on the political system and stability
6_Fighting corruption by international and local bodies and organizations:
- Transparency International:

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- The United Nations Convention against Administrative Corruption
- The World Bank program to help developing countries fight administrative corruption
- International Monetary Fund
- Algerian efforts to combat corruption (Anti-Corruption Law 06-01, Anti-Corruption Commission, the role of the judicial police in combating corruption... etc.)
7- Methods of treatment and ways to combat the phenomenon of corruption:
(The religious aspect, the educational aspect and increasing awareness of the dangers of corruption. The political aspect,
The economic aspect, the legislative aspect, the judicial aspect, the administrative aspect, the human aspect, the supervisory aspect, the aspect of participation, the aspect of belonging and loyalty)
8- Examples of some countries' experiences in combating corruption:
- The Indian experience, the Singaporean experience, the United States of America experience, the Hong Kong experience
The Malaysian experience, the Turkish experience.
Third: Professional ethics
What are professional ethics and goals
The importance of professional ethics
Principles of professional ethics
Integrity
Objectivity
Confidentiality
  Efficiency
Evaluation method:
Continuous monitoring + written exam
http://www.islameiat.com/doc/article.php?sid=276&mode=&order=0
http://www.scc-online.net/thaqafa/th_1.htm
http://209.61.210.137/uofislam/behoth/behoth_quran/16/a1.htm
http://www.cipe-egypt.org/articles/art0900.htm
http://www.hetta.com/current/mahyoob23.htm
http://www.saadbazzaz.com/index.asp?fname=articles%5C7540.htm&code=display
http://www.azzaman.com/azzaman/articles/2004/03/03-29/802.htm
http://news.naseej.com.sa/detail.asp?InSectionID=1431&InNewsItemID=123076
http://www.alwatan.com.sa/daily/2002-10-19/resders.htm
http://www.mof.gov.kw/coag-news11-4.htm
http://www.mof.gov.kw/coag-news11-5.htm
http://www.ituarabic.org/11thHRMeeting/doc6.doc
-world.com/learn/topicbody.asp?topicid=15&sectionid=41www.alnoor
http://www.transparency-libya.com/index.php

LICENCE ACADEMIQUE

Semester: Fifth
Unit Name: Exploratory
Course Name: Documentary Automated Media
Credits: 02
Coefficient: 02
Educational Objectives:
- Opening wide areas for the student to understand ways of thinking.
- Identify various concepts, theories and practices within the framework of this theory.
- The student adopts a sound, logical, methodical way of thinking.
and external to organizations

Course Content:

1. the systemic theory: principles and bases
2. system components
3. the typology of systems: open-closed
4. system characteristics
5. systemic analysis, ecological systemic vision
6. social services, general relationship

Evaluation Method: Continuous Assessment + Exam

References:

1. EscarpitRobert.L'information et la communication : théorie générale, Nouv. éd. Paris, Hachette, 1991. (Hachette université. Communication)
2. MucchielliAlex.La nouvelle communication : épistémologie des sciences de l'information-communication, Paris, Armand Colin, 2000. (Collection U. Sciences de la communication

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LICENCE ACADEMIQUE

1- **Semester:** Fifth

2- **Unit Name:** Horizontal

3- **Course** Name**:** English

4- **Credits:**01

5- **Coefficient:**01

OBJECTIF DU MODULE
- o Objectifs
  - ▪ Comprendre et utiliser le français tant dans la vie quotidienne que dans ses activités professionnelles
  - ▪ Développement d'une façon intégrée de toutes les aptitudes de la langue française chez l'étudiant.

THE OBJECTIVE OF THE MODULE

Compétences :

L'étudiant doit être capable de :
- ▪ Comprendre et s'exprimer de façon compréhensible dans des situations de la vie quotidienne et professionnelle
- ▪ Comprendre sans erreur les consignes d'un programme informatique ou d'un moteur de recherche sur le web

CONTENU

- Etude de texte avec exploitation structurelle.

- Révision et consolidation des bases.

- Insistance sur la compétence de la communication.

Evaluation Method: Continuous evaluation

References:

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4. SUTTER, Éric : « Entretien avec Éric Sutter » Les acteurs du management de l'information, Documentaliste-Sciences de l'Information, 2003/4 Vol. 40, p. 288-295. DOI : 10.3917/docsi.404.0288

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MICHEL, Jean : "De l'industrie de l'information à la net-économie : une **.5**
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l'information Volume 48 - n°3, Septembre 2011, pp. 28-29. Dossier : Accès
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