

**DEMOCRATIC AND POPULAR REPUBLIC OF ALGERIA**  
**MINISTRY OF HIGHER EDUCATION**  
**AND SCIENTIFIC RESEARCH**

**HARMONIZATION CANVAS L.M.D**

**TRAINING OFFER**  
**L.M.D.**  
**ACADEMIC MASTER**  
**2023-2024**

<b>Establishment</b>	<b>Faculty/Institute</b>	<b>Department</b>
University of Biskra	Faculty of Economics, commerce and Management Sciences	Economics

<b>Domain</b>	<b>Branch</b>	<b>Major (Specialization)</b>
Economic, Management and Commercial Sciences	Economics	Economics and management of institutions

**REPUBLIQUE ALGERIENNE DEMOCRATIQUE ET POPULAIRE**

**MINISTERE DE L'ENSEIGNEMENT SUPERIEUR  
ET DE LA RECHERCHE SCIENTIFIQUE**

**HARMONISATION**

**OFFRE DE FORMATION**

**MASTER ACADÉMIQUE**

**2023-2024**

<b>Etablissement</b>	<b>Faculté / Institut</b>	<b>Département</b>
<b>Université Mohamed Kheider Biskra</b>	<b>Faculté des sciences économiques, commerciales et des sciences de gestion</b>	<b>Sciences Economiques</b>

<b>Domaine</b>	<b>Filière</b>	<b>Spécialité</b>
<b>Sciences Economique, de Gestion et Sciences Commerciales</b>	<b>Sciences Economiques</b>	<b>Economie et Gestion des Entreprises</b>

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## **I- Master's identification card-**

### **1- Location of the training :**

Establishment : University of Mohamed Khider, Biskra

Faculty: Faculty of Economics, Commerce and Management Sciences

Department: Economics

**Department:** Economic Sciences

•**Decision number Master's qualification :** Resolution No.: 1163 dated: August 9, 2016

•**Reference decision for training:** Resolution No. 1380 of October 17, 2022 specifying the education program to obtain a master's degree specializing in economics and enterprise management.

### **2- Training partners: (Required field)**

In addition to professors, experts in the field and professionals from the world of work can participate in this training, due to the nature of the major, to connect university with the economic and social environment:

\*Other university institutions:

- Batna University
- University of Setif 1
- University of Khenchela
- University of M'sila.

\*Other partner institutions:

- Public and private administrations in Biskra Province.
- Banks and financial institutions located in the territory of Biskra Province
- The public treasury of the state of Biskra

Foreign international partners:

There are no foreign partners

### **3- Context and objectives of the training:**

A - The general organization of the training: the status of the project (required field)

This major is enrolled in training for a master's degree in:

Economics and management of institutions, among the students who obtained a bachelor's degree in economic sciences.

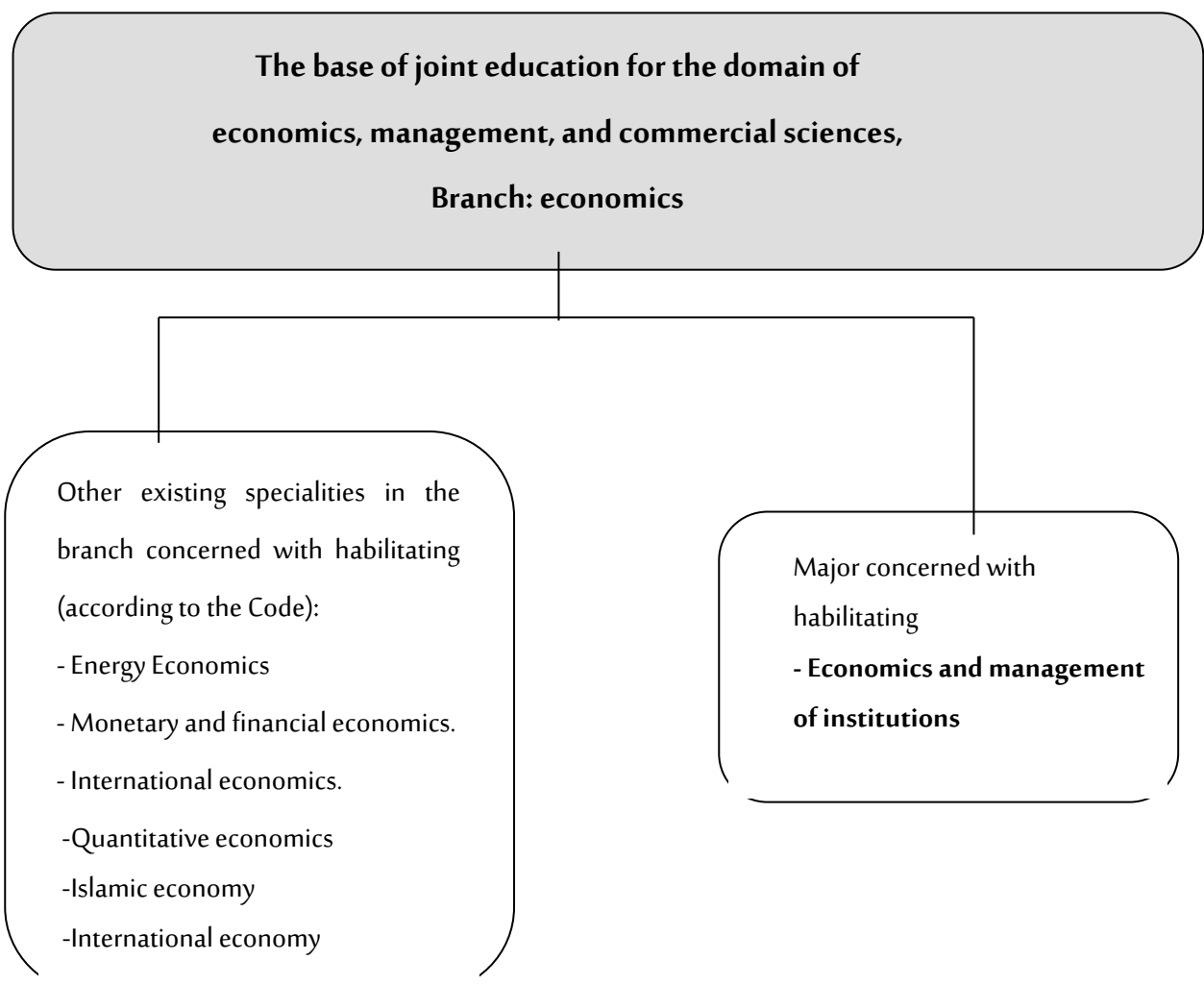
1 /Among the students of the Bachelor's System (Bachelor's, Master's, Doctorate) in the specialty:

Monetary and Banking Economics

Even bachelor's degree students with a major related to economics.

2/Among the students of the classical discipline in the related disciplines.

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



**B - Training objectives: (Required field)** *(Targeted competencies, knowledge acquired at the end of training - 20 lines at most)*

The goal of the Master of Economic Sciences, specializing in: Economics and Enterprise Management, is to train students who specialize in various businesses and techniques related to the management of enterprises.

This training also contributes to enriching the positive role of the student, as well as :

- Access and familiarity with institutional management systems.
- Being able to read the various financial indicators of the organization and evaluate its performance.
- The ability to manage the risks to which the organization is exposed.
- Mastery of modern technologies for managing the organization.
- Learn about the legislation and laws that control and regulate institutions.
- Ability to manage organizations well.
- Enabling the institution to compete with other institutions through an effective strategy.

**C - Targeted qualifications and competencies: (required field)** (20 lines at most)

Witness The economic arena, developments in various sectors, especially the institutional sector in general and small and medium enterprises in particular, To meet this development, the need arose to offer a Master's program in Economic Sciences, specializing in: Economics and Institutional Management These sectors need scientifically and practically qualified human competencies To practice various functions. Perhaps evolution The continuous and rapid progress in the work of institutions, as well as the various obstacles facing this sector in Algeria, justify the adoption of this program. Which aims to drive the wheel Development in the country through :

\_Training qualified cadres to advance various institutions as they are the backbone of the success of the national economy

- Providing the public and private sectors with qualified senior and specialized personnel In the good management of institutions.

- Developing the administrative skills of those enrolled with a balanced focus on theoretical foundations and modern applied methods in the field of managing institutions.
- Deepening the academic background for those who wish to continue postgraduate studies.
- Adapting to the requirements of the labor market so that it is not possible to separate the two parties.
- Increasing knowledge and training in the field of economics and enterprise management.
- \_ Paying more attention to linking the pedagogical and theoretical aspects with the applied aspect, which is what various institutions need .

#### **D - Regional and national employability potential:** (required field)

Complete Employing graduates in various private and public institutions, especially with the remarkable development in the field of economic institutions, whether public or private, at the local or national level.

#### **E- E - Gateways to other majors** (required field)

This training allows the students who benefit from it to move towards other specializations in economic sciences at the doctoral level . The student can specialize in the doctorate in all specializations belonging to the Department of Economic Sciences, including :

1. International economy
2. Monetary and banking economy
3. Digital economy
4. Economics and management of institutions
5. Energy economy

As for the bridges towards This specialization directs students from the bachelor's level to the same specialization track in the master's degree, and students from other bachelor's specializations in the same branch can also be directed to it.

**F - Training monitoring indicators:** (required field) (permanence criteria, success rate, employability, follow-up of graduates, acquired competencies....)

The specialization coincides with economics, enterprise management, and national economic trends

- The university provides the material and human capabilities [structures/framing]
- Competition in the labor market



- Forming a qualified framework capable of contributing to the development of institutions and thus contributing to the development of the Algerian economy.

-The great development witnessed by the enterprise sector, especially with the entry of enterprises into great competition at the local and international levels.

#### **4- Available human resources::**

##### **B1- Internal framing:**

**A- Supervision capabilities::** Through this specialization, training for a master's degree in economics and institutional management can be sponsored for a number of students ranging from 80 to 100 students, based on the available material and human capabilities harnessed

### B - Internal framing harnessed for training in the major

Name and Surname	Graduation certificate + specialization	Postgraduate certificate + specialization	Rank	The nature of the intervention	the signature
Khanshour Jamal	Bachelor's degree (planning)	Doctorate in State (Management)	Professor of higher education	Lectures + framing notes	
Ben Samina Aziza	Bachelor's degree (Economic Sciences)	Doctorate of Science (Finance and Money)	Professor of higher education	Lectures + framing notes	
Ghalim Abdullah	Bachelor's degree (financial sciences)	Doctorate of Science (Money and Finance)	Professor of higher education	Lectures + framing notes	
Hayat bin Sama'in	Bachelor's degree (Economic Sciences)	Doctorate of Science (Finance and Money)	Professor of higher education	Lectures + framing notes	
Sabbath method	Bachelor's degree (Economic Sciences)	Doctorate of Science (Finance and Money)	Professor of higher education	Lectures + framing notes	
Hani Nawal	Bachelor's degree (Money and Finance)	Doctorate of Science (Money and Finance)	Professor of higher education	Lectures + framing notes	
Houhou Souad	Bachelor's degree (Economic Sciences)	Doctorate of Science (Economic Sciences)	Professor of higher education	Lectures + directed work + framing notes	
Solh Samah	Bachelor's degree (Money and Finance)	Doctorate of Science (Money and Finance)	Professor of higher education	Lectures + directed work + framing notes	
Khairuddin Juma	Bachelor's degree (Money Finance and Banking)	Master's degree (Economics and Enterprise Management)	Professor of higher education	Directed work + memo framing	
Namon Iman	Bachelor's degree (Economic Sciences)	Doctorate of Science (Economics and Enterprise Management)	Professor Lecturer A	Lectures + directed work + framing notes	

Nagwa pill	Bachelor's degree (Economics and Enterprise Management)	Doctorate of Science (Economics and Enterprise Management)	Professor of higher education	Lectures + directed work + framing notes	
Thin brooches	Bachelor's degree (financial sciences)	Doctorate of Science (Money and Finance)	Professor Lecturer A	Directed work + memo framing	
Forced fairness	Bachelor's degree (Money and Finance)	Doctorate of Science (Money and Finance)	Professor Lecturer A	Directed work + memo framing	
Miah Adel	Bachelor's degree (financial sciences)	Doctorate of Science (Money and Finance)	Professor Lecturer A	Directed work + memo framing	
Aqoun Fateha	Bachelor's degree (Money Finance and Banking)	Master (Money and Finance)	Assistant Professor A	Business oriented	
Unique game	Bachelor (Finance)	PhD in Science (Development Economics)	Professor Lecturer J	Directed work + memo framing	
Buti Ezzedine	Bachelor's degree (Management Sciences)	Doctorate of Science (Economics and Enterprise Management)	Assistant Professor A	Directed work + memo framing	

Visa of the department head

Visa of the faculty dean

## B2- External framing

### Affiliated institution: - Professors from Setif University

Name and Surname	Graduation certificate + specialization	Postgraduate certificate + specialization	Rank	Nature of the intervention*	the signature
Boudrama Mustafa	Bachelor of Management Sciences	Doctorate in Management Sciences	Professor Lecturer A	Framing the internships	
Bin Amer Nabil	Bachelor of Economic Sciences	PhD in economic sciences	Professor Lecturer A	Framing the internships	

### Affiliated institution: - Professors from University of Batna

Name and Surname	Graduation certificate + specialization	Postgraduate certificate + specialization	Rank	Nature of the intervention*	the signature
Tariq thought	Bachelor of Economic Sciences	PhD in economic sciences	Mr	Framing the internships	
Omar sherif	Bachelor of Economic Sciences	PhD in economic sciences	Mr	a lecture	

### institution : - Professors from University of M'sila

Name and Surname	Graduation certificate + specialization	Postgraduate certificate + specialization	Rank	Nature of the intervention*	the signature
Amari Zuhair	Bachelor of Economic Sciences	PhD in economic sciences	Mr	Framing the internships	
Laklati Lakhdar	Bachelor of Economic Sciences	PhD in economic sciences	Professor Lecturer A	Framing the internships	

*Lecture, applied work, directed work, framing training sessions, framing notes, others (explain).*

*Department authentication, college or institute authentication*

#### D- the total human resources allocated to training

Rank	Internal number	External number	the total
Full professor	10	3	13
Professor Lecturer A	4	3	7
Professor Lecturer b	1	/	1
Assistant Professor A	2	/	2
Assistant Professor B	/	/	/
* Other	/	/	/
the total	17	6	23

#### 5- Specific material resources available::

**A- Pedagogical Laboratories and Equipments:** *(Submit a card about the pedagogical equipment available for the applied work of the proposed training. (One card for each laboratory:*

**Laboratory title: Economics and Management Sciences Laborato**

Absorption capabilities

the number	Equipment name	the number	Notes
1	Computer	50	
2	Internet	WIFI	
3	Reading rooms	01	
4	library	A large number of titles	

**Laboratory title: Finance, banking and business administration laboratory**

Absorption capabilities

the number	Equipment name	the number	Notes
1	Computer	40	

2	Internet	WIFI	Covers all college
3	Reading rooms	01	
4	library	A large number of titles	

**B- Fields of training and training in institutions:**

Internship place	Number of students	Internship duration
Public banks	60	Month
Private banks	20	Month
Insurance institutions	50	Month
Public treasury	20	Month
Tax directorates	20	Month
Public economic institutions	20	Month
Private economic institutions	20	Month

**C C- Research laboratories to support the proposed training:**

<b>Economics and Management Sciences Laboratory</b>
<b>Laboratory director : Koraichi Mohamed</b>
<b>Laboratory accreditation number 235 dated May 28, 2002</b>
Date :
Laboratory director opinion :

<b>Finance, banking and business administration laboratory</b>
<b>Laboratory director : Ghalem Abdellah</b>
<b>Laboratory accreditation number 222 dated July 13, 2009</b>
Date :
Laboratory director opinion :

## D- Research projects supporting the proposed training:

Title of the research project	Project code	Project start date	Project end date
The role of digital financial services in achieving economic recovery in Algeria in light of the Corona crisis	F02N01UN070120220007	01/01/2022	12/31/2025
The digital economy and the challenges of investment in the stock exchange - the case of Algeria, reality and prospects -	F02N01UN070120220003	01/01/2022	12/31/2025
Socioeconomic impacts of entrepreneurial university as a critical actor of triple helix: The case of sample of Algerian universities	F01L02UN070120220003	01/01/2022	12/31/2025
The effectiveness of the strategies used in Algeria to develop exports outside the hydrocarbon sector in light of current international developments	F02N01UN070120220008	01/01/2022	12/31/2025
Efficient use of resources as a strategic option under sustainable development controls	F02N01UN070120220006	01/01/2022	12/31/2025
The developmental capabilities of Islamic banking supporting Takaful insurance institutions in Algeria: A prospective, scrutinizing study into the foundations and results of cooperation.	F02N01UN070120220005	01/01/2022	12/31/2025
The impact of oil price fluctuations on financial stability in Algeria during 1992-2026	F02N01UN070120220004	01/01/2022	12/31/2025
The impact of modern Internet applications on the services sector	F01L02UN070120220001	01/01/2022	12/31/2025
marketing innovation of tourism adopting marketing innovation as a tool for improving the quality of services in the tourism sector	F01L01UN070120220001	01/01/2022	12/31/2025
The role of knowledge management technology in improving the performance of higher education institutions, an applied study in a group of Algerian universities - Biskra, Batna, Alwadi -	F01L02UN070120210001	01/01/2021	12/31/2024
The role of fiscal policy in treating the public budget deficit in Algeria: an econometric analytical study for the period 1992-2023	F02N01UN070120210002	01/01/2021	12/31/2024
Accompanying the entrepreneurial path from establishment to growth	F01L02UN070120200003	01/01/2020	12/31/2023



**F- Documentation available at the university institution related to the proposed training offer (mandatory field):**

•A library for the Faculty of Economics, Management Sciences and Commercial Sciences contains more than 50,000 titles in all specializations in Arabic and French.

**E - Personal business spaces and information and communication technologies available at the institute or college**

To enable the student to complete his research, applications, and personal work, the University of Biskra provides :

- A library for the Faculty of Economics, Management Sciences and Commercial Sciences contains more than 50,000 titles in all specializations in Arabic and French.
- 03 automated media halls equipped with modern automated media tools. By Sir Al-Hassan for applied business classes.
- An Internet hall in addition to covering the college with WIFI
- Many reading rooms.
- **The university library contains more than 100,000 titles**

**E- The pillars of education:**

Select electronic platforms to publish lessons.

Platform type *(Moodle...)	Establishement	Platform link
Model	Mohamed Khidir University of Biskra	<a href="http://elearning.univ-biskra.dz/moodle/?redirect=0">http://elearning.univ-biskra.dz/moodle/?redirect=0</a>
Professional email	Mohamed Khidir University of Biskra	<a href="https://univ-biskra.dz">https://univ-biskra.dz</a>

Mention other platforms used \*

## **II - Semester organization card**

**Annex to Resolution No. 1380 of 17 October 2022**

**Determines the education program to obtain a master's degree  
Economic Sciences ", specialization in " Economics and Enterprise  
Management "**

**1- First semester:**

Teaching Units	Module titles	credit	Coefficient	Hourly volume of the week			Hourly volume of the semester (15 weeks)	Other	Evaluation type	
				Lectures	directed works	Applied works			Continuou s evaluation	Exam
<b>Basic Education Unit Code: WTS1.1 Credits: 18 Labs: 8</b>	Enterprise financing	5	2	1 hour 30	1 hour 30		h 00 45	65 h 00	40%	60%
	-In-depth microeconomics	5	2	1 hour 30	1 hour 30		h 00 45	65 h 00	40%	60%
	Project evaluation	4	2	1 hour 30	1 hour 30		h 00 45	55h00	40%	60%
	Strategic marketing	4	2	1 hour 30	1 hour 30		h 00 45	55h00	40%	60%
<b>Methodology Education Unit Code: WM1.1 Credits: 9 Labs: 4</b>	analysis chains Temporality	5	2	1 hour 30	1 hour 30		h 00 45	65 h 00	40%	60%
	Communication and administrative editing	4	2	1 hour 30	1 hour 30		h 00 45	55h00	40%	60%
<b>Exploratory Learning Unit Code: WTS1.1 Credits: 2 Labs: 2</b>	Business Law	2	2	1 hour 30	1 hour 30		h 00 45	5h00	40%	60%
<b>Horizontal Learning Unit Code WTF :1.1 Credits: 1 Coefficient: 1</b>	Specialized foreign language 01	1	1		1 hour 30		22hours30	2hours30	100%	-
<b>Sum of the first semester</b>		<b>30</b>	<b>15</b>	<b>h 30 10</b>	<b>12h00</b>		<b>30hours337</b>	<b>30hours 367</b>		

## 2- Second semester :

Teaching Units	Module titles	credit	Coefficient	Hourly volume of the week			Hourly volume of the semester (15 weeks)	Other	Evaluation type	
				Lectures	directed works	Applied works			Continuous evaluation	Exam
<b>Basic Education Unit</b> Code: WTS2.1 Credits: 18 Labs: 8	Enterprise diagnosis	5	2	1hour 30	1hour 30		00h45	65 h 00	40%	60%
	-In-depth macroeconomics	5	2	1hour 30	1hour 30		00h45	65 h 00	40%	60%
	Management control	4	2	1hour 30	1hour 30		00h45	55h00	40%	60%
	Performance and competency management	4	2	1hour 30	1hour 30		00h45	55h00	40%	60%
<b>Methodology Education Unit</b> Code: WM2.1 Credits: 9 Labs: 4	Economy standard advanced	5	2	1hour 30	1hour 30		00h45	65 h 00	40%	60%
	Methodology for preparing a master's memorandum	4	2	1hour 30	1hour 30		00h45	55h00	40%	60%
<b>Exploratory Learning Unit</b> Code: WTS2.1 Credits: 2 Labs: 2	_ Entrepreneurship 02	2	2	1hour 30	1hour 30		00h45	5h00	40%	60%
<b>Horizontal Learning Unit</b> Code WTF :2.1 Credits: 1 Coefficient: 1	Specialized foreign language 02	1	1		1hour 30		22 hours 30	2 hours 30	100%	-
<b>Sum of the second semester</b>		<b>30</b>	<b>15</b>	<b>10h 30</b>	<b>12 h00</b>		<b>30h337</b>	<b>30h367</b>		

### 3- Third semester :

Education units	Module titles	credit	Coefficient	Hourly volume of the week			Hourly volume of the semester (15 weeks)	Other	Evaluation type	
				Lectures	directed works	Applied works			Continuous evaluation	Exam
<b>Basic Education Unit</b> <b>Code: WTS1.2</b> <b>Credits: 18 Labs: 9</b>	Development economics	6	3	1hour 30	1hour 30		00h45	105h00	40%	60%
	Circular economy	6	3	1hour 30	1hour 30		00h45	105h00	40%	60%
	The institution's collection	6	3	1hour 30	1hour 30		00h45	105h00	40%	60%
<b>Methodology Education Unit</b> <b>Code: WM1.2</b> <b>:Credits: 9 Labs4</b>	administration the quality Overall	5	2	1hour 30	1hour 30		00h45	65 h 00	40%	60%
	Vigilance The strategy	4	2	1hour 30	1hour 30		00h45	55h00	40%	60%
<b>Exploratory Learning Unit</b> <b>Code: WTS1.2</b> <b>Credits: 2 Labs: 2</b>	Technology Finance	2	2	1hour 30	1hour 30		00h45	5h000	40%	60%
<b>Horizontal Learning Unit</b> <b>Code WTF :1.2</b> <b>Credits: 1 Coefficient: 1</b>	Statistical software	1	1			1 hour 30	22 hours 30	2 hours 30	100%	-
<b>Sum of the third semester</b>		<b>30</b>	<b>16</b>	<b>09h00</b>	<b>09 h00</b>	<b>1 hour 30</b>	<b>292 h30</b>	<b>442 h30</b>		

**4- Fourth semester :**

Domain : Economics, Management And Commercial Sciences

Branch: Economics

Major: Economics and management of institutions

A -field study culminates in a master's thesis to be discussed

	Weekly Courier Volume	Factories	Balances
Personal work	30 hours/week	04	30
Field study (in its various forms depending on the subject of the memorandum)	03 hours/week	/	/
Forums (certificate of attendance at a forum, training or training course in the second year of the Master's degree (	02 hours/week	/	/
Other business (determined according to the specialization's pedagogical committee)	05 hours/week	/	/
<b>Total trimester 4 (15 weeks)</b>	<b>600 hours</b>	<b>04</b>	<b>30</b>

**-A- comprehensive overview of the training:**

H S and T	the basic	methodology	exploratory	Horizontal	the total
a lecture	16h30	h 10 30	04h30		31h30
Directed applications	16h30	h 10 30	04h30	03h 00	31h30
<b>Practical works</b>	/			01h00	01h30
<b>personal works</b>	450	75	45	15	585
<b>Other work (specified)</b>	05h00				05h00
<b>the total</b>	68hours00	21h00	09h00	04h30	
<b>Balances(credits)</b>	<b>84</b>	27	06	03	<b>120</b>
% Credits per unit of					

instruction					
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### III - Detailed program by module

**Master's title: Economics and management of institutions**

**Semester: the first**

**Unit name: Basic unit**

**Course Name: Corporate Finance**

**Credit: 5**

**Coefficient: 2**

**Education style: Attendance**

**Education objectives:**

Recognizing the importance of financing in meeting the financial needs of businesses.

Identify and define financing policy.

Learn about basic business financing methods.

Learn about modern business financing methods.

Learn how to determine the optimal financing structure

Prior knowledge required:

Sufficient information about the accounting data, especially the accounting budget (the liabilities side of it) from the financial accounting standard.

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

The first axis : Fundamentals of financing (concept, principles, financing policy...)

The second axis :is self-financing

The third axis :is indirect financing through borrowing

The fourth axis : direct financing through financial markets

The fifth axis : leasing financing



Sixth axis: Islamic finance

The seventh axis : Other financing methods (financing using risk capital technology, state contribution to financing, securitization)

The eighth axis: is the quantitative approach to financing according to the GORDEN & SHAPIRO model

Axis Nine : Optimal financing structure according to MILLER & MODIGLIANI

The tenth axis : Evaluation method: continuous monitoring, examination, etc. (weighting is left to the discretion of the training team)

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(40%)

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

1. Abdel Ghaffar Hanafi, Fundamentals of Finance and Financial Management. University Publishing House, Egypt, second edition, 2007 . (Reference in Arabic)
2. Ahmed Bouras, Financing Economic Establishments, Dar Al-Ulum for Publishing and Distribution, Algeria, 2008. (Reference in Arabic)
3. Taher Latrash, Banking Technologies, University Press Office, Algeria, 6th edition, 2007. (Reference in Arabic)
4. Abdel Basset Wafa, Risk Capital Institutions and their Role in Supporting Emerging Projects, Dar Al Nahda Al Arabiya, Egypt, without year of publication. (Reference in Arabic)
5. Muhammad Matar, Modern Trends in Financial and Credit Analysis, Wael Publishing House, Amman, first edition, 2003(Reference in Arabic)
6. Munther Qahf, The Concept of Finance in Islamic Economics, Islamic Research and Training Institute, Kingdom of Saudi Arabia, 03rd Edition, 2009. (Reference in Arabic)
7. Ilyas Ben Sassi and Youssef Quraishi, Financial Management - Financial Management - (Part 01), Wael Publishing House, Amman, second edition, 2011. (Reference in Arabic)
8. Bin Shuaib Fatima Al-Zahraa, a publication of lectures on the scale of institutional financing addressed to first-year students of the Master's in Economics and Institutional Management, Maghnia University Center, 2020/2021. (Reference in Arabic)
9. Falih Hassan Khalaf, Financial and Monetary Markets, Modern World of Books, Jordan, 1st edition, 2006. (Reference in Arabic)

10. Marwan Attoun, Monetary and Financial Markets (Part 01), University Press, Algeria, 2nd edition, 2003. (Reference in Arabic)
11. Farouk Bouyacoub: The enterprise and the financing bank.casbah edition Hydra Algeria 2000.
12. S.K. Chakraborty, Cost Accounting and Financial Management, London, 2004.
13. -Michel Cazalas; Mohamed Damak and Frederic Poulon; Economies of the end, economic markets of finance, located in France and Tunisia; Ed. cujas, Paris, 2001.

**Master's title: Economics and management of institutions**

**Semester: the first**

**Unit name: Basic unit**

**Course name: In-depth microeconomics**

**Credit: 5**

**Coefficient: 2**

**Education style: Attendance**

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

-Addressing the problems facing the individual related to his livelihood and well-being over time; Whether at the individual, national or international level;

-Thinking about market failures and the consequences and repercussions of state intervention in the economy at several levels (welfare, market mechanism) while maintaining the microeconomic logic.

Thus, it allows the student to:

-The ability to understand and interpret economic phenomena directly related to his daily life and his constant ambition for a better life.

-Strengthening the intellectual, scientific and knowledge base to move to the stage of economic modeling and economic measurement.

-Expanding the cognitive, conceptual and analytical mental scope of economic behaviors and interactions at the micro and meso levels (bilateral and limited-party relations).

**Prior knowledge required:**

-Familiarity with mathematics (matrices, equation solving , integration , differential equations; probability);

-Complete and good knowledge of Microeconomics 1 and Microeconomics 2.

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

The first axis: is the general framework of consumer behavior.

The second axis :is consumption over time.

The third axis: The conceptual framework of countries and the production process.

The fourth axis: The theoretical and applied framework of production functions.

The fifth axis: The theoretical framework for forms of competition.

The sixth axis : Techniques for addressing market imbalances.

The seventh axis: The main models of general equilibrium.

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

- Tchibozo . Guy √ Microeconomic approfondie . Edition Armand Colin. Paris 1997.
- Sarrarma Abdel Wahid, publication in in-depth microeconomics (lectures and applications), Faculty of Economic, Commercial and Management Sciences, Larbi Ben Mhidi University Oum El Bouaghi, 2017/2018. (Reference in Arabic)
- \_ Abu Al-Qahf Abdel Salam, Competitiveness and Changing the Rules of the Game (Future Vision), Alexandria, Al-Isha'a Library and Press, 1997 AD. (Reference in Arabic)
- Muhammad Saleh Al-Hinnawi, Muhammad Tawfiq Madi, Operations Research in Production Planning and Control, University House, Alexandria, 2006 AD. (Reference in Arabic)
- Ibrahim Talaat Al-Demerdash, Economic Theory (Unified Economic Analysis), Cairo, Al-Quds Library, 2004 AD. (Reference in Arabic)
- Abdel Muttalib Abdel Hamid, Economic Theory (Micro and Macro Analysis of Principles), University House, Alexandria, 1st edition, 2015 AD. (Reference in Arabic)

**Master's title: Economics and management of institutions**

**Semester: the first**

**Unit name: Basic unit**

**Course name: Project Evaluation**

**Credit: 4**

**Coefficient: 2**

**Education style: Attendance**

**Education objectives:**

- The ability to study the economic and financial feasibility of investment projects.
- Acquire skill in studying the economic and financial feasibility of investment projects.

**Prior knowledge required:**

- The student's awareness of the nature of investment projects,
- The student's awareness of the tools for studying the feasibility of an investment project under different situations,
- Learning about various quantitative tools to study the profitability of an investment project,
- Enabling the student to be able to provide consultation and prepare economic expertise in the field of investment projects.

**content:**

- A general introduction to the scale for evaluating investment projects
- The cost of capital and its role in investment decision making
- Criteria for evaluating investment projects in case of complete certainty
- Methods of evaluating investment projects in case of risk and uncertainty
- Evaluation of existing projects (evaluation of overall project performance rates)

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weightage of the lecture and directed work

**the reviewer:**

1- Hussein Belajouz & Eljoudi Satori, Evaluation and Selection of Investment Projects, Office of University Press, Algeria.(2013) (Reference in Arabic)

2-Jacques Dravi, translated by: Widad Shalihi, (1993), Economic Calculation Applied to Issues in Management, Office of University Publications, Algeria. (Reference in Arabic)

3-Hussein Belajouz, (2010), Introduction to Decision Theory, University Press, Algeria. (Reference in Arabic)

4-Shaqiri Nouri Musa & Osama Azmi Salam, (2011), Economic Feasibility Study and Evaluation of Investment Projects, (second edition), Dar Al Masirah for Publishing, Distribution and Printing, Amman. (Reference in Arabic)

In foreign language:

5-Abdellah BOUGHABA, (2005) Analysis & Evaluation of Projects, (2ème Edition) BERTI Editions, Algeria

6-d.Merunka, La prize de decision, (1987), Vuibert, Paris

7-jP Védrine, T. Q. G., (1985), Vuibert, Paris

**Master's title: Economics and management of institutions**

**Semester: the first**

**Unit name: Basic unit**

**Course name: Strategic Marketing**

**Credit: 4**

**Coefficient: 2**

**Education style: Attendance**

**Education objectives:**

\_Knowledge of concepts related to marketing

\_Knowledge of concepts related to strategy

\_Knowledge of the principles of strategic marketing analysis

Required prior knowledge: ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Knowledge of marketing techniques is necessary and familiarity with the principles of strategy

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

Axis 1: The concept of strategic marketing and its dimensions.

Axis 2: The field of strategic marketing.

Axis 3: Factors affecting strategic marketing decision-making.

Axis 4: The difference between strategic marketing and marketing management.

Axis 5: The difference between strategic marketing and operational marketing.

Axis 6: Specifically, a goal in the marketing strategy

Axis 7: Marketing strategy design

Axis 8: Types of marketing strategies

Axis 9: Diagnosing and analyzing the organization's internal and external environment, SWOT analysis.

Axis 10: Strategic analysis tools : study of matrices

Axis 11: Segmentation Strategy - Targeting - Positioning (STP).

Axis 12: The organization's competitive strategies ( pioneer strategy, challenge strategy, follower strategy).

**Evaluation method:** Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

- Abdel Rahman Tawfiq - Strategic Management Principles and Tools, Part One, Bmic Publications, Cairo 2004(Reference in Arabic)
- Haji Karima, pedagogical publication entitled: Strategic Marketing, Tahiri Mohamed Bashar University, 2014. (Reference in Arabic)
- Rahim Hussein, Corporate Strategy , Dar Bahaa El-Din for Publishing and Distribution, Algeria, first edition, 2008. (Reference in Arabic)
- Bashir Al-Alaq, Qahtan Al-Abdali, Saad Ghaleb Yassin, Marketing Strategies , Zahran Publishing House - Amman, 1999. (Reference in Arabic)
- Ahmed Gamal Al-Din Al-Morsi and others, Strategic Thinking and Strategic Management : An Applied Approach, University House, Alexandria . 2000(Reference in Arabic)
- Mahmoud Jassim Muhammad Al-Sumaidaie, Marketing Strategies, A Quantitative and Analytical Introduction, Dar Al-Hamid for Publishing and Distribution, Amman-Jordan, 2010. (Reference in Arabic)
- Michael Porter, l'avantage concurrentiel , Dunod, Paris, 1999.
- Yves Chirouze, The marketing of the market at the beginning of a new product , chapter 1, editions OPU, Algeria, edition 2 , 1990.
- Jean Pierre Védrine, Martin Sylvie , marketing concepts above, Chihab edition, Alger, 1996
- Philip Kotler, Bernard Dubois, Marketing Management , Public Union edition, Paris, France, 10th edition , 2002.
- Jacques Lendrevie, Denis Lindon, Mercator: Theorie and practical marketing , Dalloz, Paris, 5th edition , 1997.
- Jean-Jacque Lambin, Chantal de Moerloose, Marketing strategy and marketing operation at the orientation-marché, Dunod , Paris, 7th edition , 2008.

**Master's title: Economics and management of institutions**

**Semester: the first**

**Unit name: Unit teaching methodology**

**Course name: Time series analysis**

**Credit: 5**

**Coefficient: 2**

**Education style: Attendance**

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

Identifying the various basic concepts of the scale, and the ability to employ appropriate statistical methods to predict various economic phenomena, through:

-Linking theoretical concepts and rules to their applied uses.

-Understand concepts related to time series and methods for estimating and detecting their components.

-Understanding the basic concepts necessary for the subject of time series, such as stability, both its complete and weak types, the autocorrelation and partial autocorrelation functions, methods of estimating them, and the most important mathematical transformations to make the series stable.

-Knowing the most important exponential smoothing models for forecasting time series by focusing on simple and double exponential smoothing, as well as presenting the forecasting method of Holt and Winters.

Developing the ability to use some of the sports programs used in this field.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most). The time series scale depends on probabilistic models and inferential statistics. Therefore, mathematical concepts must be understood in their generality

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

The first axis is generalities about time series and estimating their components

The second axis : stability, autocorrelation, and partial correlation

The third axis: Exponential smoothing models for time series forecasting



Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work (40%)

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

- 1-Samir Mustafa Shaarawi, Introduction to Modern Time Series Analysis, College of Science, King Abdulaziz University, Kingdom of Saudi Arabia, first edition, 2005. (Reference in Arabic)
- 2-Mouloud Hachman, Models and Methods for Short-Term Forecasting, Office of University Publications, 4th edition, Algeria, 1998 . (Reference in Arabic)
- 3-Bourbonnais. R, Terraza. " Analysis of series templates" Applications in the economy and in the book, 3rd edition , Paris
- 4-Daudin, JJ, Duby. C, Robin.S and P. Trécourt. (1996). "Analysis of Séries Chronologiques". INAPG, Mathematics.
- 5-Delignieres. D, (Janvier 2001) "The analysis of the process of stochastics". EA 2991 "Sport performance, Santé", Université de Montpellier 1.
- 6-Hamilton. J.D. (2016). "Time Series Analysis". Princeton University Press, 2016
- 7-Maddala.GS, (1988) "Introduction to econometrics", Mac Millan publishing company, New York, USA, 1988.

**Master's title: Economics and management of institutions**

**Semester: the first**

**Unit name: Unit teaching methodology**

**Course name: Communication and administrative editing**

**Credit: 4**

**Coefficient : 2**

**Education style: Attendance**

**Education objectives**

This educational material aims to achieve the following gains:

- That the student realizes the importance of communication in organizations, especially written communication, which is embodied in his mastery of administrative editing skills.
- Improving the organization's communication process based on his awareness of the importance of communication
- Distinguishing between the administrative method compared to other editing methods (literary, philosophical, journalistic, scientific)
- Editing administrative correspondence in accordance with formal, linguistic and legal principles

**Prior knowledge required :**

In order for the student to be able to study the content of this course , he must be familiar with the functions of management, i.e. management (planning, organizing, directing and controlling), which is what was covered in the Introduction to Business Administration course and the Enterprise Management course, as well as initial mastery of editing tools using office programs in particular, which is It has been covered in the subject of automated media.

**content:**

- The concept of communication (definition of communication with reference to its forms: 1/oral or verbal, 2/written, 3/non-verbal: body language, etc.; elements of the communication process "communication scheme"; definition of organization/institution communication; importance of organizational communication).
- Types of organizational communication (the organization's comprehensive communication is divided into types, the most important of which are: internal communication and external communication, "commercial communication, financial communication, institutional

communication... etc.) and here the specializations of financial management, accounting, accounting and finance, accounting and auditing, accounting and accounting, are focused. On financial communication,

- The concept of administrative liberalization (its definition, importance, administrative method and its features)

- Formal data of the administrative letter (formal data in the attached letter, distinguishing between the attached administrative letter and the administrative letter of a personal nature, such as written requests)

- Administrative expression formats (presentation formats with and without reference, presentation or discussion formats, conclusion formats)

- Administrative correspondence: administrative letters, invitations, summonses, dispatch schedules, telegrams

- Description, narrative and analysis documents ; Report - Minutes - Presentation

- Regulatory administrative texts: decrees, decisions, decisions.

- Interpretive administrative texts: circulars, instructions , guidance notes . advertisement

- Administrative terminology

- Electronic communications via e-mail as a modern tool for communication within the organization (taking into account the formal aspect of creating a professional e-mail, as well as the specifications for writing an e-mail in terms of writing the subject and the preamble of the e-mail, including a formula for introduction, presentation, and conclusion), sent copies, confirmation of receipt of e-mail, and inclusion of an automatic signature(

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

#### **the reviewer :**

- Baramamiloud . (2005). Features of Correspondence and Administrative Documents, Dar Al-Maarifa, Algeria, 2005. (Reference in Arabic)

- Bashir Al-Alaq . (2018). Communication in public organizations . Dar Al-Yazouri , Amman, Jordan. (Reference in Arabic)

- Rashid Habbani . (2017). A guide to administrative editing and correspondence techniques . Dar Al-Najah for Book, Publishing and Distribution, Algeria. (Reference in Arabic)

-Omeish Ali , Razzaq Larabi , Rachid Jijik . (2010). Administrative editing, a training document directed to the categories of administration and management, the National Institute for the Training and Improvement of Education Employees , the Ministry of National Education.

(Reference in Arabic)

-The Supreme Council of the Arabic Language in Algeria . (2006). A functional guide to human resources management (terminology and models) Administrative editing . council publications , Presidency of the Algerian government. (Reference in Arabic)

-Wahiba Gharami . (2012). Administrative Editorial Guide, University Press Office , Algeria. (Reference in Arabic)

-Cajole-Laganiere Gerard, Collinge Helene, Laganiere Pierre. (1997). La redaction technology, administrative, and scientific. 3 new edition. Version laganière. Helen.

-Ferrandis Yolande. (2019). The administrative redaction in practice. 6 days of edition. eyrolles, France.

-Garnett, J. (Ed.). (1997). Handbook of administrative communication (Vol. 63). CRC Press.

-Kadyss Roselyne, Nishimata Aline. (2020). Write with all letters, e-mails and administ

**Master's title: Economics and management of institutions**

**Semester: the first**

**Unit name: Exploratory learning unit**

**Course name: Business Law**

**Credit: 2**

**Coefficient : 2**

**Education objectives:**

The training in business law aims to enable students in applying the legal rules governing economic activities. The aim is also to provide knowledge of the basic principles of law for various branches of business-related law such as corporate law and... Contracts, intellectual property law, tax law, monetary and loan law...etc.

Thus, at the end of the training, students obtain the necessary skills to advise companies on complex legal issues, negotiate contracts, and represent companies in courts. This also requires acquiring a thorough knowledge of judicial and administrative procedures in business law, including appeals and dispute settlement procedures. Finally, it provides students with a general and comprehensive content of the legal rules applicable to business transactions.

**Prior knowledge required:**

Students must have studied law, commercial law and related subjects such as economics, finance or accounting and also be able to work independently and as part of a team.

Also, students should have a good understanding of legal terminology, as well as basic knowledge of legal concepts such as liability, ownership, contracts, companies, etc.

**content:**

- The first axis : The concept of business law and its distinction from similar laws (commercial, investment, financial, services, etc.).
- The second axis: Businesses related to electronic commerce activity (electronic banking, insurance activity, stock market speculation...etc.)
- The third axis: People in the commercial environment (merchants, commercial companies, banks, insurance companies, and financial intermediation activity)

- Fourth axis: electronic commercial papers.
- The fifth axis: payment cards and loyalty cards.
- Sixth axis: Regulatory authorities in the field of finance and business (Accounting Council, Competition Council, Stock Exchange Regulatory Authority).

**Evaluation method:** 40% continuous observation, 60% examination.

**the reviewer: (References in Arabic)**

- Nadia Fadil, Commercial Law, Eleventh Edition, University Press, Algeria, 2011.
- Ahmed Mahrez, Commercial Law, second edition, Office of University Publications, Algeria, 1981.
- Abbas Helmy, Business, Merchant, Commercial Shop, Office of University Publications, Algeria, 1983.
- Samiha Al-Qalioubi, Al-Mawjiz fi Commercial Law, Arab Culture House for Printing and Publishing, Cairo, 1972.
- Mustafa Kamal Taha, Origins of Commercial Law, Dar Al-Fikr Al-Jami'i, Egypt 2013
- Akram Yamliki, Commercial Law, Ithra Publishing and Distribution, University Library, Jordan, 2012
- Dowidar Muhammad Hani, Legal Regulation of Trade, University Foundation for Studies, Egypt, 1997
- Saleh Farha Zarawi, Al-Kamil fi Algerian Commercial Law, Ibn Khaldoun Publishing and Distribution, Algeria, 2003

**Master's title: Economics and management of institutions**

**Semester: the first**

**Unit name: Horizontal education unit**

**Course name: Specialized foreign language 1**

**Credit: 1**

**Coefficient :1**

Education style: distance + in-person

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

- Understand and analyze any document dealing with the fields of study.
- Develop critical thinking skills related to analysis and decision making.
- Develop written skills in business contexts.
- Acquire a high level of knowledge of business concepts by using correct vocal and phrases for their specific tasks.
- Develop greater verbal fluency for face-to-face business situations.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Students must have successfully completed the lessons of S1, S2, S3, S4 and S5. They should have developed a strong understanding of the basic concepts related to their fields of expertise, namely, Economics, Trade, Accounting, Management, and Finance as well as improved their verbal communication skills.

Master 1 program consists of two semesters with 24 seminars, each seminar is 1h30 to prepare students for various professions in companies with a strong specialization in this field.

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

Business Correspondence

Banking depth and economic growth

Financial audit

International finance

Financial econometrics

public company transactions

Stock Market Strategies

Bank Management

Islamic finance

Publicaccounting

Marketing Strategies for Banking and Finance

Job interviews

Evaluation method : Continuous evaluation

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

1. Simon Sweeney (2019). English for Business Communication . Cambridge University Press, Second Edition.
2. Ian Mackenzie (2010). English for Business Studies: A Course for Business Studies and Economic Studies. Cambridge University Press, 3rd Edition.
3. Unknown (2005). Intelligent Business Course book: Intermediate Business English . Pearson Longman.
4. Ian Mackenzie (2008). English for the Financial Sector . Cambridge University Press.
5. Business English pods
6. J. Schofield and A. Osborn (2011). Collins English for Business: Speaking . Harper Collins Publishers.
7. A. Littlejohn (2008). Professional English Company to Company: A Task-based Approach to business emails, letters, and faxes.



**Master's title: Economics and management of institutions**

**Semester: the second**

**Unit name: Basic unit**

**Name of the article: Enterprise diagnosis**

**Credit: 5**

**Coefficient: 2**

**Education style: Attendance**

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

This scale aims to reveal and distinguish the strengths and weaknesses within the economic institution and the opportunities and threats that can be monitored in the external environment by covering the various concepts related to diagnosing the institution in its internal and external parts, to enable the student to understand the pillar of his specialization, which is the economic institution.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Enterprise strategy, enterprise economy, enterprise management.

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

Axis 1: The importance of diagnosis in the economic institution;

Axis 2 Internal Diagnosis;

Axis 3: external diagnosis;

Axis 4 Strategic Diagnosis;

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

1. Muhammad Ahmed Awad, Strategic Management (Scientific Principles and Foundations), University House for Printing, Publishing and Distribution, Alexandria, 2001. (Reference in Arabic)
2. Thabet Abdel-Rahman Idris and Gamal El-Din Al-Morsi, Strategic Management (Applied Concepts and Models), University House for Printing, Publishing and Distribution, Alexandria, 2003(Reference in Arabic)
3. Lehmann-Ortega Laurence, Leroy Frédéric, Garrette Bernard, Dussauge Pierre, Durand Rodolphe, 2016 , “Strategor, Toute the strategy d'entreprise”, Dunod (7 0 edition), Paris
4. Whittington Richard, Regner Patrick, Angwin Duncan, Johnson Gery, Scholes Kevan, 20 20 , Exploring strategy, (12 0 Edition), Pearson Education limited,
5. Wheelen Thomas L. &J. David Hunger, Hoffman Alan N., Bamford Charles E., 2018, Strategic Management and Business Policy, (15 0 Edition), Pearson Education limited.
6. Fred R.David,2011, Strategic Management, 13th Edition, Prentice Hall.
7. Garibaldi Gérard, 2008, Analyze strategies, Editions

**Master's title: Economics and management of institutions**

Hexagram: the second

Unit name: Basic unit

Course name: depth macroeconomics

Credit: 5

Coefficient: 2

Education style: Attendance

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

-Studying this scale is to shed light on the variables and phenomena related to the macro aspect of the economy in an in-depth manner compared to what the student studied in the macroeconomic scale in previous years.

-The ability to identify the most important factors affecting economic balance, and the mechanisms necessary to achieve economic stability. And the different viewpoints of economic intellectual schools and their most important theoretical and applied foundations in achieving this.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Macroeconomics 1, Macroeconomics 2, Mathematics, Statistics

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

The first axis :is a general review (the classic model - the IS-LM model , the IS-LM-BP model )

The second axis is the most famous school of macroeconomic thought

The third axis is the aggregate demand and aggregate supply model AD-AS

The fourth axis: expectations and their impact on the general balance and policies

The fifth axis : the labor market from the perspective of modern theories

The sixth axis :is the developed Phillips curve

The seventh axis: modern consumption functions

The eighth axis: economic growth models

The ninth axis is the external economic growth model

The tenth axis is the internal economic growth model

**Evaluation method:** Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

1. Ahmed Farid Mustafa: Macroeconomic Analysis, University Youth Foundation, Jordan, 2000. (Reference in Arabic)
2. Salem Tawfiq Al-Najafi: Basics of Economics, International House for Cultural Investments, Egypt 2000. (Reference in Arabic)
3. 1BEN J. HEIJDRRA Foundations of ModernMacroeconomics, third edition  
Oxford university press(2016)
4. David Romer (2012), advanced macroeconomics fourth edition, University of California, Berkeley.

**Master's title: Economics and management of institutions**

**Semester: the second**

**Unit name: Basic unit**

**Course name: Management control**

**Credit: 4**

**Coefficient: 2**

**Education style: Attendance**

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

The general goal of the educational material is to enable the student to control how performance is controlled in the organization. This course introduces the student to the basic elements of management control, focusing on discretionary budgets, and explains to him how to apply them in simple cases.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

The student must be familiar with the following subjects:

-Management accounting - financial management.

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

The concept of management control, its importance in evaluation and decision-making, control steps...

-Management control is a tool for leading the organization.

-Monitoring management and its role within the organization's strategy.

Cost calculation tools.

Responsibility centers and internal concession price.

-Dashboard.

**Evaluation method:** Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(40%)

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

1. -Claude ALAZARD and Sabine SÉPARI control of the gesture (MANUEL ETAPPLICATIONS)
2. Dunod, France, 5th edition, 2018
3. -Didier LECLÈRE, Mark RIQUIN and Olivier VIDAL The Control of Gestion, Outil of Modification of the Center National d'Enseignement à Distance (CNED), Lyon, 2013/2014
4. -Sylvie Gerbaix , The control of the message, universitaires presses, 2003.
5. -Henri Bouquin, control of enterprise and government, university, 2004.
6. -George Langlois, control and budget budget, PEARSON Edu, 2008.

**Master's title: Economics and management of institutions**

**Semester: the second**

**Unit name: Basic unit**

**Course name: Management Performance and competencies**

**Credit: 4**

**Coefficient: 2**

**Education style: Attendance**

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

Providing the student with the new approach to human resources management, which relies on making decisions according to the logic of competency, while acquiring some skills in building a development strategy for competencies through the functional approach.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

-Principles and foundations of human resources management, which are represented in basic functions;

-A theoretical background on the organization's functions, especially the planning function;

Some principles of strategic management,

Article content:

The first axis :is an introduction to the concept of competencies (its definition, components, dimensions, levels, types, and approaches)

The second axis : Competency management (its definition, historical development, tools: training plan, competency reference,...)

The third axis : Building a competency-based human resources management action plan: finding the gap between current and future competencies, then developing an action plan to fill it ( HR Action Plan).

The fourth axis : Competency-based job analysis strategy

The fifth axis: Competency-based staffing strategy

The sixth axis: Competency-based development strategy (training, learning).

The seventh axis :is a strategy for transferring and transferring competencies: between individuals, between generations. Competencies Transfert Strategy

The eighth axis :is the strategy for maintaining competencies: building confidence, containment, and motivation. CompetenciesMaintainingStratety

The ninth axis: Competency-based pay strategy

The tenth axis : Evaluation of competencies (definition of the evaluation process, tools for the evaluation process)

The eleventh axis: Core competencies (basic, pivotal): their definition, characteristics, importance and scope of applications.

**Evaluation method:** Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

1. Abu Al-Qasim Hamdi, Competency Management and Organizational Development Publication, Laghouat University, 2019. (Reference in Arabic)

2. Habib Thabiti and Jilali Ben Abbou: Competency development and human resource development - the basic pillars of success for institutions of the third millennium, University Culture House, Algeria, 2009. (Reference in Arabic)
3. Guy Le Boterf, Engineering and evaluation of companies, Organization Editions, 2011.
4. SeemaSanghi, The handbook of Competency mapping, Response Book, India, 2007.
5. Guy Le Boterf, developer and developer of the competition, Eyrolles, 2018.
6. Elisabeth DorbesLecoeur, Greater Competences and Talents, De Boeck, 2015.

**Master's title: Economics and management of institutions**

**Hexagram: the second**

**Unit name: Systematic teaching unit**

**Course Name: Advanced Econometrics**

**Credit: 5**

**Coefficient: 2**

**Education style: Attendance**

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

Learn about the various concepts associated with advanced econometrics, and the most important estimation and analysis methods for advanced econometric models (for qualitative variables, non-linear models, and panel data).

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Mastery of mathematics, especially linear algebra and matrices, micro and macro economics; Statistics in all its branches, econometrics 1, econometrics 2, dynamic econometrics, time series 1, time series 2. .

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

The first axis: is non -linear models.

The second axis : Panel data models

The third axis: Advanced models for panel data

The fourth axis: Standard modeling of qualitative variables.

The fifth axis: applied examples of statistical software

**Evaluation method:** Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

1. Gujarat. Dr., translated by Hind Abdel Ghaffar Odeh and Afaf Ali Hussein Al-Dash, Econometrics, Mars Publishing House, 2015. (Reference in Arabic)
2. Ghazal Abdel Aziz Amer (2015), Econometrics and Time Series Analysis (Theory, Methods, Applications), Police Press, Egypt. (Reference in Arabic)
3. Badi H. Baltagi (2005), "Econometric Analysis of Panel Data", Third Ed, John Wiley and Sons Ltd, England.
4. Christophe Hurlin (2006), Valérie Mignon, "A synth test for cointegration on panel données", University of Orléans, France.
5. David F. Hendry (1995), "Dynamic Econometrics", Oxford University Press, US.
6. Jack Johnston, John Dinardo (1996), «Econometric methods», 4th Edition, McGraw-Hill, US.
7. William H. Greene (2012), "Econometric analysis", 7th Edition,

**Master's title: Economics and management of institutions**

**Semester: the second**

**Unit name: Systematic teaching unit**

**Course name: Methodology for preparing a master's note**

**Credit 4**

**Coefficient: 2**

**Education style: Attendance**



Full priority is given to teaching the first formula

First version (graduation project in accordance with Ministerial Resolution No. 1275)

### **Education objectives**

This course aims to introduce the student entrepreneur with a project idea to the steps that must be followed in order to prepare a project memorandum, by making him think practically and logically about the various elements of constructing a graduation memorandum research for an institution, starting with identifying the problem, and ending with proper scientific documentation of the research results . As well as the steps that must be followed in the business plan and project study.

### **Prior knowledge required**

In order for the student to be able to study the content of this subject, he must have mastery of the subjects of Methodology and Entrepreneurship (second year of the Bachelor's Degree), and the subject of the Graduation Project of the Bachelor's Degree (third year of the Bachelor's Degree).

### **Article content:**

- The first axis: The project problem: identifying the problem - the need - to be met in the market by using thinking design tools.
- The second axis: Defining the target group - who is the customer?
- The third axis: determining the value proposition for a customer. What is the customer looking for?
- Fourth axis: Defining the process structure, i.e. stating what are the steps in producing the product
- Fifth axis: Financial study of the enterprise project - cost and profit structure
- Sixth axis: Defining the organization's environment PESTEL ET 6 FORCES DE PORTER
- Seventh axis: Prototype design - SCRATCH TO PROTOTYPING
- Axis Eight: Defining the MVP

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

### **the reviewer:**

- Uma Sekaran, (2006), Research Methods in Management, An Introduction to Building Research Skills, Arabization: Ismail Ali Bassiouni, Mars Publishing House, Kingdom of Saudi Arabia. (Reference in Arabic)
- Ibrahim Bakhti. (2015). Methodological guide for preparing scientific research (memorandum, thesis, report, article) according to the IMRAD method , Faculty of Economic Sciences, Commercial Sciences and Management Sciences, University of Kasdi-Merbah Ouargla. (Reference in Arabic)
- Ahmed Badr. (1998). Principles of scientific research and its methods. Publications Agency. Fourth edition, Kuwait. (Reference in Arabic)
- Hassan Melhem. (1993). Scientific thinking and methodology. Dahlab Press, Algeria. (Reference in Arabic)
- Zarwati Rachid. (2007). Scientific research methods and tools in the social sciences. 1st edition. Dar Al-Huda, Ain Melilla, Algeria. (Reference in Arabic)
- Mohsen Ahmed Al-Khudairi. (1996). Scientific foundations for writing master's and doctoral theses. Anglo-Egyptian Library, Egypt. (Reference in Arabic)
- Bougie, R., & Sekaran, U. (2019). Research methods for business: A skill building approach. John Wiley & Sons.
- Creswell, J. W. (2014). Research design: Qualitative, quantitative, and mixed methods approaches (4th ed.). Sage Publications.
- Field, A. (2013). Discovering statistics using IBM SPSS statistics (4th ed.). Sage Publications.
- Frenay, M., & Romainville, M. (2013). Accompanying memories and stories: University of Louvain Press.

### **Second Formula (Classic Master Note)**

#### Education objectives

This course aims to introduce the student to the steps that must be followed in order to prepare the graduation thesis, by making him think scientifically and logically about the various elements of constructing the graduation thesis research, starting with defining the problem and building hypotheses to solve it, and arriving at sound scientific documentation of the research results.

#### Prior knowledge required

In order for the student to be able to study the content of this subject, he must have mastery of the acquisitions of the methodological subject (second year of the Bachelor's degree) and the subject of the graduation project for the Bachelor's degree (third year of the Bachelor's degree).

Article content:

-Scientific research methodology: a review of the principles Basic (meaning of research, definitions of research, objectives of research, motivation in research, general characteristics of research, criteria for good research, types of research, specificity of research in economic and administrative sciences);

-The problem of scientific research: scientific thinking, what is the research problem, choosing the problem, sources of the problem, defining the problem, evaluating the problem;

-Literature Review: Meaning of Literature Review, Need for Literature Review, Objectives of Literature Review, Sources of Literature, Functions of Literature, How to Conduct a Literature Review;

-Building research hypotheses: the meaning of the hypothesis, definitions of the hypothesis, nature of the hypothesis, functions of the hypothesis, importance of the hypothesis, types of hypothesis, characteristics of a good hypothesis, variables in the hypothesis, defining the study model, formulating the hypothesis, testing the hypothesis;

-Data collection methods: how to conduct surveys and questionnaires, interviews, observation, document analysis and archival research

-Sampling: meaning and definition of sample, sampling methods, characteristics of a good sample, sample size; Citation and documentation in scientific research;

-Data analysis techniques: quantitative data analysis (descriptive statistics, inferential statistics, regression analysis...); Qualitative analysis of data (thematic analysis, content analysis, ...); Mixed methods approaches

- Structure and organization of the research introduction: presenting the background of the study and identifying the research gap, presenting the importance and objectives of the study...

-Quoting, marginalization, and use of references

- Structure and organization of the methodological framework of the research: description of the procedures for research design, sample and data collection, presentation of the data analysis plan...
- Structure and organization of presenting and discussing research results
- Structure and organization of the research conclusion
- Editing and documentation in a way APA : edit paper, references, table, figures, appendices... ,
- Presentation and delivery techniques

**Evaluation method:** Continuous evaluation + final exam . The course average is measured by the weighting of lessons (60%) and directed work(%40)

**the reviewer :**

- Ibrahim Bakhti. (2015). Methodological guide for preparing scientific research (memorandum, thesis, report, article) according to the IMRAD method , Faculty of Economic Sciences, Commercial Sciences and Management Sciences, University of Kasdi Merbah Ouargla. (Reference in Arabic)
- Ahmed Badr. (1998). Principles of scientific research and its methods. Publications Agency. Fourth edition, Kuwait. (Reference in Arabic)
- Hassan Melhem. (1993). Scientific thinking and methodology. Dahlab Press, Algeria. (Reference in Arabic)
- Zarwati Rachid. (2007). Scientific research methods and tools in the social sciences. 1st edition. Dar Al-Huda, Ain Melilla, Algeria. (Reference in Arabic)
- Mohsen Ahmed Al-Khudairi. (1996). Scientific foundations for writing master's and doctoral theses. Anglo-Egyptian Library, Egypt. (Reference in Arabic)
- Creswell, J. W. (2014). Research design: Qualitative, quantitative, and mixed methods approaches (4th ed.). Sage Publications.
- Field, A. (2013). Discovering statistics using IBM SPSS statistics (4th ed.). Sage Publications.
- Frenay, M., & Romainville, M. (2013). Accompanying memories and stories: University of Louvain Press.

-Gavard-Perret, M.-L., Gotteland, D., Haon, C., Aubert, B., & Jolibert, A. (2012). Methodology for research in sciences: Read your memory or this: Pearson.

-Neuman, W. L. (2013). Social research methods: Qualitative and quantitative approaches (7th ed.). Pearson.

-Saunders, M., Lewis, P., & Thornhill, A. (2019). Research methods for business students (8th ed.). Pearson.

-Sekaran, U., & Bougie, R. (2016). Research methods for business: A skill building approach (7th ed.). Wiley.

-Silverman, D. (2016). Doing qualitative research: A practical handbook (4th ed.). Sage Publications.

**Master's title: Economics and management of institutions**

**Semester: the second**

**Unit name: Education unit**

**Course name: Entrepreneurship 02**

**Credit: 2**

**Coefficient: 2**

**Education objectives:**

- The student acquires a culture of entrepreneurship and motivates and enables him to understand and recognize the requirements for success in this field;
- Informing the student of the set of means that allow him to engage in the field of entrepreneurship;

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

- Enterprise Management, Business Administration, Industrial Economics, Microeconomics-1, Microeconomics-2;

**content:**

- Concept design thinking
- Design thinking methods and models
- Workshop on how to formulate a problem for an emerging organization using brainstorming. -  
What is the problem in the market?
- Idea improvement workshop using ZERO DR AFT and SCAMPER
- Applying these techniques to the problem recorded in Resolution 1275
- Workshop to present the idea to the market . And collect FEEDBACK information

**Evaluation method:** Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

**the reviewer:**

- Houari Ghaith, the architect of Kinda. (2019). Design thinking in social innovation synthesis. Al Rajhi Humanity. (Reference in Arabic)
- Cross, N. (2023). Design thinking: Understanding how designers think and work. Bloomsbury Publishing.
- Luchs, M. G. (2015). A brief introduction to design thinking. Design thinking: New product development essentials from the PDMA, 1-12.
- Malamed, Connie. (2018). How To Use Design Thinking In Learning Experience Design. Retrieved from <https://cutt.us/lCowP>
- Menges, A., & Ahlquist, S. (2011). Computational design thinking: computation design thinking. John Wiley & Sons.
- Pressman, A. (2018). Design thinking: A guide to creative problem solving for everyone. Routledge.
- Uebornickel, F., Jiang, L., Brenner, W., Pukall, B., Naef, T., & Schindlholzer, B. (2020). Design thinking: The handbook. World

**Master's title: Economics and management of institutions**

**Semester: the second**

**Unit name: Horizontal education unit**

**Course name: Specialized foreign language 2**

**Credit: 1**

**Coefficient: 1**

**Education style: distance + in-person**

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

- Understand and analyze any document dealing with the fields of study.
- Develop critical thinking skills related to analysis and decision making.
- Develop written skills in business contexts.
- Acquire a high level of knowledge of business concepts by using correct vocal and phrases for their specific tasks.
- Develop greater verbal fluency for face-to-face business situations.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Students must have successfully completed the lessons of S1, S2, S3, S4 and S5. They should have developed a strong understanding of the basic concepts related to their fields of expertise, namely, Economics, Trade, Accounting, Management, and Finance as well as improved their verbal communication skills.

Master 1 program consists of two semesters with 24 seminars, each seminar is 1h30 to prepare students for various professions in companies with a strong specialization in this field.

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

- 1- Whatever the writing of documents of professional communication rather long such as the reports of offer, FINE, diverts notes of service, etc.) Enlargement of the financial vocabulary.
- 2- Strengthening and strengthening of the most complex grammatical structures and most within sight in communications in finance: passive voice, conjunctions, parallel structures, concordances, rhetoric's questions, etc.

**Evaluation method :** Continuous evaluation

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

1. Alison Mackey, *Conversational interaction in second language acquisition: a collection of empirical studies*, Oxford University Press, 2007
2. James O'Driscoll, *Britain Workbook: for learners of English*, Oxford University Press, 2009.
3. Ur, Penny, *A Course In Language Teaching: practice and theory*, Cambridge University Press (Cambridge), 1991.
4. Simon Sweeney (2019). *English for Business Communication . Cambridge University Press, Second Edition.*
5. Ian Mackenzie (2010). *English for Business Studies: A Course for Business Studies and Economic Studies. Cambridge University Press, 3rd Edition .*
6. Unknown (2005). *Intelligent Business Course book: Intermediate Business English . Pearson Longman.*
7. Ian Mackenzie (2008). *English for the Financial Sector . Cambridge University Press.*
8. *Business English pods*
9. J. Schofield and A. Osborn (2011). *Collins English for Business: Speaking . Harper Collins Publishers.*
10. A. Littlejohn (2008). *Professional English Company to Company: A Task-based Approach to business emails, letters, and faxes . Cambridge University Press, 4th Edition .*



**Master's title: Economics and management of institutions**

**Semester: the third**

**Unit name: Basic Education**

**Course name: Development Economics**

**Credit: 6**

**Coefficient: 3**

**Composition style: present**

**Education objectives:** The development economics course aims to provide the student with multiple skills and knowledge, most important of which is understanding and analyzing various theories of underdevelopment and economic development, in addition to identifying various economic development strategies and the most important models of economic growth.

**Required prior knowledge:** Studying development economics requires some prior knowledge, especially related to the introduction to economics, history of economic facts, and macroeconomics.

**Course content:** The development economics course includes the following elements:

1. A conceptual introduction to underdevelopment and economic development
2. Theories of development and underdevelopment
  - 2.1 Theories of economic development: (classical theory, Rostow's theory of stages, Schumpeter's theory, balanced growth theory and unbalanced growth theory, Keynesian theory, modern theories of sustainable development)
  - 2.2 Theories of underdevelopment: (technological and social dualism, Rostow's theory of stages, vicious circle theory)
3. Economic development strategies and economic forecasting models
  - 3.1 .Economic development strategies (import substitution strategy, export substitution strategy, manufactured industries strategies, sustainable development strategies)

### 3.2 .Study of some economic growth models (Harrod-Domar model, Solow model, Kaldor model)

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

#### **the reviewer:**

1. Metwally Abu Bakr Al-Siddiq Omar, Development Economics, Center for Arab Unity Studies, Lebanon 1996(Reference in Arabic)
2. Daniel Spiller, Development Economics, Dar Al Maaref, 2018(Reference in Arabic)
3. Muhammad Shaheen, Economic Development: Theories and Experiments, Dar Al-Nahda Al-Arabi, 2016(Reference in Arabic)

**Master's title: Economics and management of institutions**

**Semester: the third**

**Unit name: Basic education unit**

**Title of the module: Circular Economy**

**Credit: 6**

**Coefficient: 3**

**Education style: Attendance**

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

Informing the student of the importance and necessity of the circular economy and the challenges facing its practice, and how they can be overcome locally and globally, in addition to linking it to the concepts and practices of sustainable development and social responsibility, through:

- Providing the student with theoretical literature on the circular economy and its tools, and distinguishing it from the traditional (linear) economy.
- Enabling the student to understand the most important applications and business models of the circular economy, whether at the macro or micro level.
- Identify the most important experiences and applications in the field of circular economy at the international and national levels

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Total Quality Management; Production and operations management, project evaluation; Investment law, introduction to economics, macroeconomics; Microeconomics, Environmental Studies and Business Administration

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

The first axis ; is an introduction to the circular economy

The second axis : circular economy between sustainability and social responsibility

The third axis : designing environmentally friendly products (green innovation)

Fourth axis:waste management

The fifth axis: industrial ecology and industrial symbiosis

Sixth axis : reverse logistics

The seventh axis : the collaborative economy and the circular economy

The eighth axis :is the life span of products (extension)

The ninth axis : environmental management and circular economy

The tenth axis: Indicators for evaluating the circular economy

The eleventh axis: National and global experiences in the circular economy

The twelfth axis : Circular economy from an Islamic perspective

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

1. Fouad Muhammad Al-Sharif Bin Ghadban (2017), Waste Management and Treatment Methods , Dar Al-Yazouri Scientific Publishing and Distribution, Amman, Jordan. (Reference in Arabic)
2. Abdullah bin Abdul Rahman Al-Baridi (2015) , Sustainable Development: An Integrated Introduction to Sustainability Concepts and Its Applications with a Focus on the Arab World, Dar Al-Obeikan, Riyadh, Saudi Arabia. (Reference in Arabic)
3. Fatima Bakdi (2019), The Green Economy from Theory to Application , Academic Book Center for Publishing and Distribution, Amman, Jordan. (Reference in Arabic)
4. Hamad bin Muhammad Al-Sheikh (2007) , Economics of Natural Resources and the Environment , published by Obeikan Library, Riyadh, Saudi Arabia. (Reference in Arabic)
5. Jean-Claude Lévy (2010), L'économie circulaire: l'urgence écologique, Monde en transit, Chine en transit, édition Ponts et Chaussées , Paris.
6. Peter LACY , Jessica LONG & Wesley SPINDLER (2021), The manual of the economic circuit: met in the advance of the economic circuit , MA Editions , Paris, France, 330 pages.
7. Nicolas BUTTIN & Briec SAFFRÉ (2015), Active economic circulation , Eyrolles, Paris, 259 pages.

8. Rémy Le Moigne (2007), Economy Circulation: comment on the reverse supply chain in the enterprise's large enterprise? Edition Dunod, Paris, 224 pages.
9. M. Rouer & A. Gouyon , Réparer la planète: la révolution of a positive economy , J.C. Lattès & BeCitizen, Paris, 2007 , 403 p.
10. Dominique Wolff , (2010) , Le development durable: théories and applications in management, Dunod, Paris, 278 pages.
11. Lahsen Abdelmalki , Patrick Mundler (2015), Economy of the environment and durable development , De Boeck, Paris.

**Master's title: Economics and management of institutions**

**Semester: the third**

**Unit name: Basic education unit**

**Name of the module: The institution's collection**

**Credit: 6**

**Coefficient: 3**

**Education style: Attendance**

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

The educational material included in the axes of the enterprise tax scale aims to familiarize the student with the tax framework to which business organizations are subject, regardless of their size, activity, and ownership, as it is one of the components of the legal environment that frames and regulates the activity of economic institutions and directs their activity from one sector to another according to the directions of the public authorities and in line with the implementation of their plans. The pre-determined economic level. Through lectures and applications of this standard, the student is also familiarized with the most important fees and taxes to which business organizations are subject, the nature of the tax declarations to which they are obligated, and the penalties that are applied in the event of violation thereof.

Required prior knowledge: ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

The student must be familiar with the content of the lectures on the following standards: public accounting, public finance, institution finance, national accounting, etc., which is knowledge that enables him to comprehend the content of the lectures on the institution's collection scale and develop it in a way that ensures the integration and consistency of the information and knowledge obtained during his training to obtain a master's degree. .

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

The first axis: is an introduction to the institution's collection

The second axis :is the tax framework for the value-added tax

The third axis :is the tax framework for professional activity

The fourth axis :is the tax framework for corporate profits

The fifth axis: the tax framework for the tax on gross income

The sixth axis :is the tax framework for the single lump sum tax

The seventh axis :: the tax framework for determining wealth

Axis Eight: Declaratory obligations of taxpayers

Axis Nine : Penalties and tax fines

**Evaluation method:** Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

**\*References in Arabic**

1Issa Samain Collection and Accounting of the Corporation - 2021Blue Pages-

1. Chaabani Lotfi (2017), Institutional Collection, Blue Pages, Algeria.
2. Practical guide for the taxpayer, (Bulletin 2020), General Directorate of Taxes. Algeria.
3. Implementation guide to the value-added tax, (Bulletin 2020), General Directorate of Taxes. Algeria.
4. Reda Khulasi, The Modern Algerian Tax System, Collection of Natural and Untitled Persons, 3rd edition, Dar Houma, Algeria.
5. Munawar Osrir, Muhammad Hamo. (2009). Lectures on corporate collection, Algerian Company Library, Algeria.
6. Redha Khalassi. (2013). Précis d'audit de l'entreprise fiscal. Alger: Berti Edition
7. Law of direct taxes and similar fees.
8. Law of fees on business numbers.
9. Tax procedures law.

**Master's title: Economics and management of institutions**

**Semester: the third**

**Unit name: Systematic teaching unit**

**Course name: Total Quality Management**

**Credit: 5**

**Coefficient: 2**

**Education style: Attendance**

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

This standard aims to enable the student to master the concepts of quality and total quality management, as well as to enable him to know how to apply total quality management and how to use its tools, through:

- Introduction to the various concepts related to quality, starting with its concept and ending with its various costs.
- Learn about the origins and development of the concept of quality management. And get to know its most important pioneers and their contributions.
- Introducing the most important tools used to improve quality and teaching them how to use them to solve quality problems.
- Introduction to the approaches to quality improvement "Six Sigma" and the Lean system and how to apply them;
- Introduction to international quality systems and quality and excellence awards.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Enterprise economics, enterprise management, introduction to business administration.



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

The first axis: Introduction to Quality and Quality Management

The second axis: The Conceptual Framework for Total Quality Management

The third axis: Quality Management gurus

The fourth axis: Total Quality Management TQM Application

The fifth axis: Quality Tools & Techniques

The sixth axis : The importance of customers and suppliers within total quality management: The Importance of Customers&Supplierswithin TQM

The seventh axis : Total Quality Management Culture (TQM Culture).

The eighth axis : ISO 9000 Quality Management System: ISO 9000 Quality Management System

The ninth axis : Quality design by Design

The tenth axis : Quality and Excellence Awards

The eleventh axis: Six Sigma : Foundations and models

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

1. Elhabib Bli. (2019). Total quality management: concept - basics - application conditions. Cairo: Egypt: Modern Academy for University Books. (Reference in Arabic)
2. Goetsch & Davis, Quality Management for Organizational Excellence: Introduction to Total Quality, 8th Ed , Prentice Hall.
3. Park, S. H. (2003). Six sigma for quality and productivity promotion, productivity series 32. Tokyo-Japan: Asian productivity organization.
4. Shewart, W.A. (1986). Statistical Method from the Viewpoint of Quality Control . New York: USA: Dover Publications.
5. Evans, JR (2007), Quality and Performance Excellence: Management, Organization and Strategy, Thomson South-Western.
6. Womack, J., Jones, D., &Roos, D. (1991). The machine that changed the world: The **story of lean production**. New York: USA: **Harper Perennial**

**Master's title: Economics and management of institutions**

**Semester: the third**

**Unit name: Systematic teaching unit**

**Name of the module Strategic Vigilance**

**Credit: 4**

**Coefficient: 2**

**Education style: Attendance**

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

Paying attention to an important aspect of the functions of the modern institution, which includes how strategic vigilance can be used as a tool to achieve competitive advantage, develop it and improve its performance, and this is by:

- Using vigilance to create and develop competitive advantage, as well as using it to improve the organization's performance, which leads to achieving sustainability in the long term.
- Also learn how vigilance can monitor its external environment and thus monitor possible threats and manage the resulting risks.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Enterprise economy , enterprise strategy, enterprise diagnosis.

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

The first axis : is an introduction to strategic vigilance

The second axis: Types and stages of strategic vigilance

The third axis is the vigilance cell

The fourth axis: vigilance and economic intelligence

The fifth axis : vigilance and competitive advantage

The sixth axis: alertness and performance

The seventh axis: Vigilance and risk management

The eighth axis: Vigilance and crises

The ninth axis: The reality of strategic vigilance in Algerian institutions

**Evaluation method:** Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

1. Hassan Ali Al-Zoubi, Strategic Vigilance , Dar Wael for Printing, Publishing and Distribution, 2020(Reference in Arabic)
2. Bin Khadiha Monsef, (2018), Strategic Vigilance, Dar Al-Warraq for Publishing and Distribution, (Reference in Arabic)
3. Abdel Nasser Alak Hafed, Hussein Walid Hussein Abbas, (2016) Leadership Styles, the Path to Building Sustainable Competitive Advantage, Dargheeda Publishing and Distribution, Central Library(Reference in Arabic)
4. Laurent Hermel, (2010), Maîtriser and pratiquer... Veille strategy and economic intelligence, after.
5. le CIGREF, (1998), Start-up technology « organizer of the technology on new technologies
6. l'information,«

**Master's title: Economics and management** of institutions

**Semester: the third**

**Unit name: Exploratory learning unit**

**Subject name: Financial Technology**

**Credit: 2**

**Coefficient: 2**

**Education style: Attendance**

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

Understand the basics and concepts of financial technology, including cloud computing, chart analysis, cryptocurrencies and blockchain technology. • Applying financial technology techniques to solve financial problems and business-related challenges . • Analyzing financial problems using available technological tools and statistical analysis.

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Fundamentals of finance and finance, basic concepts about statistical analysis and financial mathematics, knowledge of the basics of business and entrepreneurship.

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

1. Basic concepts of financial technology and digital finance.
2. Cryptocurrencies and distributed technology (Blockchain).
3. Digital finance applications, such as electronic payments and international money transfers.
4. Economic analysis of finance technology.
5. Analyzing financial and economic data using modern technologies.
6. Statistical analysis in financial technology.

7. Security and privacy in digital finance.
8. Financial technology and digital transformation in the banking and insurance sectors.
9. Financial platforms and digital markets.

Evaluation method: Continuous evaluation + final exam. The course average is measured by the weighting of lessons (60%) and directed work(%40)

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

1. Abdul Karim Kunduz, Financial Technologies and Their Applications in the Islamic Financial Industry, Arab Monetary Fund 2019. (Reference in Arabic)
2. Farid Habib Layan, Financial Technology Bridge the Financial Sector to the Future, Federation of Investment Companies 2019. (Reference in Arabic)
3. Paolo Sironi, FinTech Innovation: From Robo-Advisors to Goal Based Investing and Gamification, Wiley, 2016.
4. Daniel Drescher, "Blockchain Basics: A Non-Technical Introduction in 25 Steps," Apress, 2017.
5. Paul Vigna and Michael Casey "The Age of Cryptocurrency: How Bitcoin and Digital Money Are Challenging the Global Economic Order," by, St. Martin's Press, 2015.

**Master's title: Economics and management of institutions**

**Semester: the third**

**Unit name: Horizontal learning unit**

**Course name: statistical software**

**Credit: 1**

**Coefficient: 1**

**Education style: in-person + distance**

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

Learn about one of the econometrics programs

Trying to understand and approximate the theoretical concepts studied in econometrics and time series by applying them using the program and practicing them, as well as:

- Learn how to work with the program by importing data and doing graphs and analysis
- Know how to estimate simple and multiple linear regression and interpret the outputs
- Identify tests for measuring measurement problems in regression models and how to eliminate them
- Learn about the basic concepts associated with time series analysis

**Required prior knowledge:** ( A detailed description of the required knowledge that enables the student to continue this education, two lines at most).

Basic knowledge in the use of automated metrics and theoretical aspects of econometrics and time series analysis

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

The first axis: is presenting the Eviews software

The second axis :is simple linear regression

The third axis : is multiple linear regression

The fourth axis: autocorrelation of errors: tests to detect autocorrelation, addressing the problem of autocorrelation

The fifth axis : Multicollinearity (duplication, subscription, interference): Tests for detecting multicollinearity, addressing the problem of multicollinearity.

Sixth axis : Contrast difference: Tests for detecting contrast differences, treating contrast differences

The seventh axis : Tests for Randomness-

The eighth axis : detecting the seasonal component, methods of removing the seasonal component

The ninth axis ;is the autocorrelation function ( AFC ) and the partial autocorrelation function PACF

The tenth axis : stability tests

The eleventh axis: Box-Jenkins methodology

Evaluation method : Continuous evaluation

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

1. Khaled Muhammad Al-Sawai, Basics of Economic Measurement, Dar Al-Kitab Al-Thaqafi for Publishing and Distribution, Amman, Jordan(2012) (Reference in Arabic)
2. Ammar Khaled Khelef (2015)EVIIEWS Program , 1st edition, Dar Al-Doctor for Administrative, Economic and Other Sciences, Baghdad, Iraq. (Reference in Arabic)
3. Dimitrios Asteriou, Stephen G. Hall Regis Bourbonnais, Michel Terraза Applied Econometrics Analysis of Temporary Series (2011, Palgrave Macmillan) Dunod, Paris, 2010
4. Chris Brooks and Robert Wichmann (2019), EVIEWS Guide to Accompany Introductory Econometrics for Finance, Cambridge University Press

**Master's title: Economics and management of institutions**

**Semester: the fourth**

**lonliness Education : basic**

**Subject : A field study culminating in a master's thesis to be discussed**

**Credit: 30**

**Coefficient: 4**

**Education style: in-person and distance learning**

**Evaluation method: Continuous evaluation**

#### **IV - Contracts/Agreements**

**It must be logical and related to the training and its field, and must be committed  
to receiving students  
(required field)**



## VI - Opinion and visa of administrative and scientific bodies

Master's title :

<b>Head of the department + head of the formation domain team</b>	
<b>Date and authentication</b>	<b>Date and authentication</b>
<b>Dean of the faculty (or Director of the Institute)</b>	
<b>Date and authentication</b>	
<b>Rector</b>	
<b>Date and authentication</b>	

## **VIII- Opinion and visa of the regional Symposium**

(The visa is only valid for the final copy of the training offer submitted to the ministry)

## **VIII- Opinion and visa of the National Pedagogical Committee for the domain**

(The visa is only valid for the final copy of the training offer submitted to the ministry)

## Short form of CV

**Name: Soleh Samah**

Date and place of birth: November 3, 1982, Biskra

Email samah.souleh@univ-biskra.dz and phone: 0774.50.78.70

Rank: Professor of Higher Education

Original institution: Faculty of Economic, Commercial and Management Sciences at the University of Biskra

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.)

- Bachelor of Management Sciences, specializing in Business Administration, 2004
- Master's degree in Economics and Corporate Management 2008
- Doctorate in Economic Sciences 2014

**Professional pedagogical competencies (school subjects...etc.):**

1. An introduction to economics
2. A measure of an organization's finances
3. Statistical measure (probability)
4. An international economic measure
5. An applied financial decision scale
6. Institution's collection scale
7. Human resources strategy scale

8. Situational strategic management measure
9. An organization's strategic diagnostic scale
10. Enterprise management standard
11. Enterprise economics measure
12. Competency management scale
13. Formation geometry scale
14. Business English scale

### **Short form of CV**

**Name: Iman Naamoun**

Date and place of birth: May 8, 1984 in Shalghoum El Eid, Mila Province

Email and phone: imane.namoune@univ-biskra.dz

Rank: Professor Lecturer A

Original institution: Faculty of Economic, Commercial and Management Sciences at the University of Biskra

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.)

- Bachelor of Economic Sciences, specializing in Finance, Money and Banking, 2005, University of Constantine

- Master's degree in Industrial Economics, 2011, University of Biskra

- Doctorate in Economic Sciences 2018 at the University of Biskra

**Professional pedagogical competencies (school subjects...etc.):**

1. Stock market and capital markets techniques
2. History of economic facts
3. Microeconomics 1 + 2
4. International marketing
5. Industrial economy
6. Enterprise economics

### Short form of CV

**Name: Farid Abbah**

Date and place of birth: February 1, 1977 in Biskra

Email and phone: farid.abba@univ-biskra.dz

Rank: Professor Lecturer b

Original institution: Faculty of Economic, Commercial and Management Sciences at the University of Biskra

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.)

- Bachelor's degree in Economic Sciences, specializing in Finance, 1999
- Master's degree in economic sciences, specializing in development economics, 2005
- Doctor of Science degree in economic sciences, specializing in development economics 2022

**Professional pedagogical competencies (school subjects...etc.):**

1. Monetary economy
2. Seminar on finance, money and banking
3. Financial management
4. Algerian economy and globalization
5. Market and financial instruments
6. Algerian economy
7. Monetary and financial market instruments

### **Short form of CV**

**Name: Mayah Adel**

date and place of birth: January 24, 1983, Biskra - Algeria.

Email and phone adel.mayah@univ-biskra.dz , Tel: 32/81/93/0771

Rank: Professor Lecturer A

Original institution: Faculty of Economic, Commercial and Management Sciences at the University of Biskra

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.)

1. Obtained a Master's degree [2010] in economic sciences , specialization: industrial economics
2. He holds a Bachelor's degree [2005] in Management Sciences , specializing in: Business Administration (Management)

3. Obtained a Doctor of Science degree [2019] in economic sciences , specialization: industrial economics

**Professional pedagogical competencies (school subjects...etc.) :**

Financial mathematics, industrial economics, financial management.

**Short form of CV**

**Name: Gamal Khanshour**

Date and place of birth: 02/13/1955 Ain Abeid Constantine

Email: khenhour\_djamel@yahoo.fr

Rank: Professor of higher education

Original institution: Mohamed Kheidar University of Biskra

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.):

Bachelor of Planning 1979

Master's degree in economics 1988

State Doctorate in Management 2007.

**Professional pedagogical competencies (school subjects...etc.):**

•Descriptive statistics, applied statistics, econometrics, quantitative methods of management, budget management



## Short form of CV

**Name and surname : Hayat bin Ismain**

Last obtained certificate and date of issuance : University qualification certificate dated 09/10/2013 in Biskra

Specialization : Economic Sciences\_

Rank : \_ Professor Lecturer "A"

Position: Professor in the Department of Economic Sciences

Original institution: Mohamed Kheidar University of Biskra

### **Scientific fields worked in and school standards:**

- Banking economics.
- International economics.
- Economic performance.
- Financial system governance

## Short form of CV

**Name:** Qasuri Ensaf

Date and place of birth: 01-19-1981, Biskra Province

Email and phone:

-Phone: 06.57.01.33.01

-Email: insaf\_gue@yahoo.com

insaf.guessouri@univ-biskra.dz

Rank : Professor Lecturer, Department (A)

Original institution: Faculty of Economic, Commercial and Management Sciences, Department of Economic Sciences,

Mohamed Kheidar University, Biskra, Algeria.

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.)

- Bachelor of Economic Sciences, specializing in Finance, Money and Banking, Faculty of Economics and Management, Mohamed Khidir University, Biskra Province
- June 22, 2003 Under the supervision of Professor Dr. Tayeb Daoudi.
- Master of Economic Sciences, specializing in Money and Finance, Faculty of Economics and Management, Mohamed Kheidar University, Biskra Province 26
- April 2006 under the title: "The Euro and the Euro-Mediterranean Partnership Agreement" under the supervision of Dr. Ben Aichi Bachir.

- Doctorate in Economic Sciences, specializing in Money and Finance, Faculty of Economics and Management, Mohamed Kheidar University, Biskra Province, under the title:

“The role of Arab-European banks in financing the Euro-Mediterranean Partnership for the period 2008/2015” July 2, 2017 under the supervision of Prof. Dr. Ben Aichi Bashir.

**Professional pedagogical competencies (school subjects...etc.) :**

1. 2020/2019 Bank Accounting Standard Third Year Fifth Semester Specialization: Monetary and Banking Economics (Directed Work) Department of Economic Sciences
2. Competency Management Standard Second Year Master's Third Semester Specialization: Economics and Institutional Management (Directed Work) Department of Economic Sciences
3. Budget Management Standard Third Year Sixth Semester Specialization: Monetary and Banking Economics (Directed Work) Department of Economic Sciences
4. 2021/2020 Bank Accounting Standard, Third Year, Fifth Semester, Specialization: Monetary and Banking Economics (Directed Work), Department of Economic Sciences
5. Algerian Economics Standard, second year, Bachelor's Degree, third semester, specialization: Common Core, Economic Sciences (Directed Work), Department of Economic Sciences
6. Islamic Banking Standard Third Year Sixth Semester Specialization: Monetary and Banking Economics (Directed Work) Department of Economic Sciences
7. Money market measure For doctoral students, third year, Economic Sciences Division
8. 2022/2021-Bank Accounting Standard Third Year Fifth Semester Specialization: Monetary and Banking Economics (Directed Work) Department of Economic Sciences

9. -Globalization and International Organizations Scale Second Year Master's Third Semester  
Specialization: Finance and International Trade (Lectures + Directed Work ) Department of  
Commercial Sciences
10. International Finance Standard, Third Year, Sixth Semester Bachelor's Degree, Specialization:  
International Trade (Lectures), Department of Commercial Sciences
11. Islamic Banking Standard Third Year Sixth Semester Specialization: Monetary and Banking  
Economics (Directed Work) Department of Economic Sciences
12. 2023/2022Islamic Banking Standard Third Year Sixth Semester Specialization: Monetary and  
Banking Economics (Directed Work) Department of Economic Sciences

### **Short form of CV**

**nickname: Hani Nawal**

Date and place of birth: 09-10-1985

Email: nawal.hani@univ-biskra.dz

And phone: 0664467720

Rank: Professor Lecturer A

Original institution: Faculty of Economic, Commercial and Management Sciences

**Certificates obtained:**

1. 2008Certificate Bachelor's degree in Sciences Management Specialization : Business Administration from university Mohammed Khaidir Biskra.
2. 2011Certificate Masters in the sciences economic, specialty Economy industrial from university Mohammed Khaidir Biskra.
3. 2019certificate Ph.D Sciences in the sciences Economic Specialization : Economics industrial from university Muhammad Kheidar Biskra.
4. 2014/20/11Done My inauguration As a professor Assistant - B - College the sciences Economic And commercial And science Management , to divide the sciences economic, from university Mohammed Khaidir Biskra.
5. 2016/19/07Done My inauguration As a professor Assistant - A - at a college the sciences Economic And commercial And science Management , to divide the sciences Economic from university Mohammed Khaidir Biskra.
6. 2019/10/01It was completed My inauguration As a professor Lecturer - B - at a college the sciences Economic And commercial And science Management , to divide the sciences Economic from university Mohammed Khaidir Biskra.
7. In 2021, I was appointed as a lecturer - A - in a college the sciences Economic And commercial And science Management , to divide the sciences Economic from university Mohammed Khaidir Biskra.

**Professional pedagogical competencies (school subjects):**

1. In-depth international trade for second-year master's students (in the Department of Business Sciences) during the first semester, specializing in international trade (lecture + directed work) during the 2014/2015 academic season.
2. LMD Department (directed work), during the first semester from the 2015/2016 academic season to the present day.
3. LMD Department (directed work), during the second semester from the 2014/2015 academic season to the present day.

### Short form of CV

**nickname: Juma Khairaldin**

Date and place of birth: 01/30/1982 - Biskra

Email and phone: 06.98.13.73.51 and mail djemaa.kheireddine@univ-biskra.dz

Rank: Professor Doctor

Original institution: Faculty of Economic, Commercial and Management Sciences - University of Biskra

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.)

1. December 05, 2021: Promotion to professorship in economic sciences.
2. May 18 , 2017 : University qualification certificate in economic sciences, Mohamed Kheidar University, Biskra.
3. May 25 , 2015 : Doctor of Science degree in economic sciences, specializing in economics and institution management - University of Biskra-

4. June 13 , 2009 : Master's degree in economic sciences, specializing in economics and institution management - University of Biskra-
5. 2004Bachelor's degree in Management, specializing in Finance - Hajj Lakhdar University - Batna
6. 2000Baccalaureate degree, Department of Natural and Life Sciences.

**Professional pedagogical competencies (school subjects...etc.):**

1. Teaching the descriptive statistics scale to first-year LMD (Sciences and Techniques of Physical and Sports Activities) students for the university year 2009/2010 - first semester.
2. Teaching the descriptive statistics scale to first-year LMD students (humanities and social sciences) for the academic year 2009/2010 - second semester.
3. Teaching the Institutional Management Scale to third-year LMD students (civil engineering and irrigation) for the academic year 2009/2010 - second semester.
4. Teaching the applied statistics scale to third-year classical students (management sciences - accounting major) for the academic year 2010/2011.
5. Teaching General Accounting Standard 1, to first-year LMD students (common core economics, commercial sciences, and management sciences) for the academic year 2011/2012, first semester, and for the academic year 2015/2016.
6. Teaching the corporate culture scale to students of the second year of the Master of Management Sciences (specializing in human resources management) for the academic year 2016/2017 - the first semester.

7. Teaching the quality and standardization systems standard for first-year students of the Master of Economic Sciences (specializing in economics and enterprise management) for the academic year 2016/2017 - Until the present day - the second hexagram.
8. Teaching the Total Quality Management Scale to students of the second year of the Master of Science in Management (Specialization in Entrepreneurship) for the academic year 2017/2018 - Until the present day - the first hexagram.
9. Teaching an institution management standard to second-year Bachelor of Business Science students for the academic year 2018/2019 - first semester.
10. Teaching the knowledge management scale, to first-year students of the Master of Science in Management (specialization in human resources management) for the academic year 2020/2021 - Until the present day - the first hexagram.

### **Short form of CV**

**Name Surname: Thin Dababish**

Date and place of birth: July 21, 1978, Biskra

Email and phone: 0698710974

Rafiaa.debabeche@univ-biskra.dz

Rank: Lecturer Professor B

Original institution: Faculty of Economic, Commercial and Management Sciences, Mohamed

Kheidar University, Biskra



**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.)

number	Certificate	Specialization	the year	the university
01	Ph.D	Economic sciences	2019	-Mohamed Khidir University - Biskra
02	Master's	Money and financing	2005	- Mohamed Khidir University - Biskra
03	Bachelor's degree	Financial sciences	2000	-Mohamed Khidir University - Biskra

**:Professional pedagogical competencies (school subjects...etc.)**

The decision	the year	the level
Introduction to Economics - Bordj B - ou Arreridj University Center	2007/2006	Second year of the Classical Bachelor's degree
Financial Mathematics Scale - Bordj -Bou Arreridj University Center	2007/2006	A third year for a Bachelor of Economics and a third year for a Bachelor of Management Sciences. classic
Descriptive statistics scale	2008/2007	First year accounting and collection And first year LMD
Public accounting standard	2008/2007	First year accounting and collection
Organization theory scale	2022/2021	Third year Business Administration
Descriptive statistics scale	un 2008/2007 til 2022/2023	First yearLMD
Mathematical statistics scale	un 2009/2008 til 2022/2023	First yearLMD

## Short form of CV

**Name : Najwa Habbeh.**

Date and place of birth : 04/19/1981, Al-Mughayir, Al-Mughair State.

Email and phone : najjua.haba@univ-biskra.dz / 0779001362

Rank : Higher education professor.

Original institution : Faculty of Economic, Commercial and Management Sciences

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization...etc.)

- Bachelor's degree from the Department of Economic Sciences, specializing in economics and corporate management, in 2003.

- Master's degree in Economic Sciences, specializing in economics and corporate management, in 2008.

- Doctorate of Science, Department of Economic Sciences, specializing in economics and corporate management, in 2015.

- University qualification, 2018.

- Professorship, year 2022.

**Professional pedagogical competencies (school subjects...etc.):**

- Entrepreneurship ( entrepreneurship).

- Strategic management of human resources ( strategic management of human resources).
- Economics of an institution.
- Analysis of the strategic environment.
- Tax management and auditing.
- Industrial economy.
- Managing an institution (management of institutions).
- Strategy and value chain.
- Strategic diagnosis of the institution.
- An introduction to marketing.
- The strategic path.
- Management and strategy of the institution.
- Management with comprehensive quality.
- Information system.

### **Short form of CV**

**Name: Ghalem Abdullah**

Date and place of birth: 01/06/1976 Biskra

Email and phone: abdallah.ghalem@univ-biskra.dz

Rank: Professor of higher education

Original institution: Faculty of Economic, Commercial and Management Sciences at the University  
of Biskra

**Certificates:** (graduation, post-graduation, date of obtaining them, specialization, etc.)

-Master's degree, 2003, University of Biskra

-Doctorate degree 2009, University of Biskra

-University qualification 2011, University of Biskra

-Professor of higher education since 2016

**Professional pedagogical competencies (school subjects...etc.) :**

Banking economics, monetary economics, public finance, history of economic thought,

macroeconomics, financial engineering.....

### **Short form of CV**

**Name: Souad Houhou**

Date and place of birth: 03/19/1978 Biskra

Email and phone: souad.houhou@univ-biskra.dz

Rank: Professor Lecturer "A"

Original institution: Faculty of Economic, Commercial and Management Sciences

**Certificates:**

-Bachelor's degree in Economic Sciences

-Master's degree in Finance, Money and Banking

-Doctorate degree specializing in money and banking

School subjects:

-History of economic facts

- History of economic thought
- Introduction to business administration
- Analytical Accounting
- International insurance.

## **VI - Opinion and visa of administrative and scientific bodies**

**Master's title : Economics and management of institutions**

<b>Head of the department + responsible for the training field team</b>	
<b>Date and Authentication :</b>	<b>Date and Authentication:</b>
<b>Dean of the College (or Director of the Institute)</b>	
<b>Date and Authentication :</b>	
<b>Director of the university institution</b>	
<b>Date and Authentication:</b>	

**VII - Opinion and visa of the regional seminar**

**The visa is only valid for the final copy of the training offer transmitted )  
(to the Ministry**

**VIII - Opinion and approval of the National Pedagogical Committee for  
the field**

**The visa is only valid for the final copy of the training offer transmitted )  
(to the Ministry**