

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

View Master Configuration
professional

Institution	Faculty/institute	department
University of Biskra	Faculty of Law and Political Science	Department of Law

Field: Law and Political Science

Branch: Rights

Specialization: Legal regulation of tourism and hotelry professions

University year: 2023/2024

Organization card for Education - II
(Please provide all four (4) semester cards)

1 - The first semester:

teaching unit		semester hourly volume	week hourly volume				Coefficient	credits	Evaluation type	
			15 weeks	a lecture	Directed works	Applied works			other ° works	Continuous
Basic teaching units		450	9	04.30		16.30	9	18		
Symbol: BEU Coefficient: 09 credits: 18	matter 1: introduction to tourism laws in Algeria	150	3	3		05.30	3	6	x	x
	matter 2: Tourist accommodation institutions	150	3	3		05.30	3	6	x	x
	matter 3: Tourism administrative bodies	150	3	3		05.30	3	6	x	x
Methodological teaching units		225	1.30	3		10.30	3	9		
Symbol: MTU Coefficient: 3 credits: 9	matter 1: administrative redaction	150	130	130		07	02	6	x	x
	matter 2: Work ethics in shelter institutions	75		130		03.30	01	03	x	x
Exploratory teaching units		45	03				02	02		
Symbol: ETU Coefficient: 2 credits: 2	matter 1: work law	45	03				02	02		x
Horizontal teaching unit		22.30		1.30			1	1		
Symbol: HTU Coefficient: 1 credits: 1	(English) terminology	22.30		1.30			1	1		X
The sum of semester 1		742.30	13.30	09.00		27	15	30		

° The content of other work is determined periodically by members of the formation team, including short excursions and internships (for example, 3 days) in a tourism or hotel organization or institution to match the acquired knowledge with reality.

2 - The Second semester:

teaching unit		semester hourly volume	week hourly volume				Coefficient	credits	Evaluation type	
			15 weeks	a lecture	works directed	works Applied			other works	Continuous
Basic teaching units		450	9	04.30		16.30	9	18		
Symbol: BEU Coefficient: 09 credits: 18	matter 1: The legal system of the tourist agency	150	3	3		05.30	3	6	x	x
	matter 2: Legal protection for the tourist consumer	150	3	3		05.30	3	6	x	x
	matter 3: Tourism contract	150	3	3		05.30	3	6	x	x
Methodological teaching units		225	1.30	3		10.30	3	9		
Symbol: MTU Coefficient: 3 credits: 9	matter 1: Media and communication technologies	150	130	130		07	02	6	x	x
	matter 2: Insurances	75		130		03.30	01	03	x	x
Exploratory teaching units		45	03				02	02		
Symbol: ETU Coefficient: 2 credits: 2	matter 1: The legal system for tourism investment	22.30					1	1		x
Horizontal teaching unit		22.30		1.30			1	1		
Symbol: HTU Coefficient: 1 credits: 1	(English) terminology	22.30		1.30			1	1		X
The sum of semester 2		742.30	13.30	09.00		27	15	30		

3 - The Third semester:

teaching unit		semester hourly volume	week hourly volume				Coefficient	credits	Evaluation type	
		15 weeks	a lecture	Directed works	Applied works	other works			Continuous	exam
Basic teaching units		450	9	04.30		16.30	9	18		
Symbol: BEU Coefficient: 09 credits: 18	matter 1: Tourism marketing	150	3	3		05.30	3	6	x	x
	matter 2: Hotelry contract	150	3	3		05.30	3	6	x	x
	matter 3: The legal system of tourist guidance	150	3	3		05.30	3	6	x	x
Methodological teaching units		225	1.30	3		10.30	3	9		
Symbol: MTU Coefficient: 3 credits: 9	matter 1: preparing a memorandum Methodology	150	130	130		07	02	6	x	x
	matter 2: Professional and personal project	75		130		03.30	01	03	x	x
Exploratory teaching units		45	03				02	02		
Symbol: ETU Coefficient: 2 credits: 2	matter 1: World Tourism Organization	22.30					1	1		x
Horizontal teaching unit		22.30		1.30			1	1		
Symbol: HTU Coefficient: 1 credits: 1	(English) terminology	22.30		1.30			1	1		X
The sum of semester 3		742.30	13.30	09.00		27	15	30		

Field: Law and Political Science

Branch: Laws

Specialization: Legal regulation of tourism and hotelry professions

4- Fourth semester:

- The student prepares a memo that crowning with a discussion
- The student undertakes an internship in a tourist or hotel institution that has concluded agreements with the University of Biskra to contribute to this formation program. The internship culminates in a report submitted by the supervisor responsible for the student's internship in the tourist or hotel institution.
- The student, for his part, submits a report that includes a summary of the knowledge he obtained during the internship, and the formation team evaluates it.

	semester hourly volume	Coefficient	credits
Lurk report in a tourist or hotel establishment	03.00	1	2
End of study memorandum	47	2	28
The sum of semester 4	750	3	30

5- A comprehensive summary of the formation: (Please mention the total hourly volume distributed between lectures and applications, for the four semesters for the various educational units according to the following table):

HV \ TU	Basic	Methodological	Exploratory	Horizontal	lurking + memo	Total
a lecture	405	90	135	67.5	/	697.30
Directed works	202.30	90	/	/	/	292.30
Applied works	/	/	/	/	/	/
Personal works	742.30	472.30	/	/	750	1965
Total	1350	652.30	135	27.30	750	2955
credits	54	27	06	03	30	120
Credits per teaching unit %	45 %	22.5 %	5 %	02.5 %	25 %	100 %

III-The detailed program for each matter
(Provide a detailed card for each matter)

The first semester

**Master's title: Legal regulation of tourism and hotelry professions
the first semester**

Unit name: A basic education unit

Matter name: introduction to tourism laws in Algeria

Credit: 06

Coefficient: 03

Content of matter: introduction to tourism laws in Algeria

- The concept of tourism: (linguistic - terminological definition)
- The importance of tourism in the economy
- Tourism-related activities:
 - Hotel activity
 - Tourism and travel agency
 - Baths water exploitation activity
 - Camping site utilization activity
 - Activity of exploiting open beaches for swimming
 - Tourist guide activity
- Stages of development of the tourism sector in Algeria
- Tourism components in Algeria (personal work for the student)
- **Evaluation method:** exam in lectures + continuous monitoring (weighing is left to the discretion of the formation team)

**Master's title: Legal regulation of tourism and hotelry professions
the first semester**

Unit name: A basic education unit

Matter name: Tourist accommodation institutions

Credit: 06

Coefficient: 03

Content of matter: Tourist accommodation institutions

- Introduction to tourist accommodation institutions
 - Tourist accommodation institutions in Algerian legislation:
 - Hotels
 - Road hotel (motel) or station
 - Fix holidays
 - Tourist stays
 - Rural hostel and family hostel
 - Chalets
 - Furnished tourist homes
 - Camps
 - Rest station
 - General conditions for the exploitation of tourist accommodation institutions
 - How to exploit tourist accommodation institutions.
- Evaluation method: exam in lectures + continuous monitoring (the weighting is left to the discretion of the formation team)

Master's title: Legal regulation of tourism and hotelry professions

The first semester

Unit name: A basic education unit

Matter name: Tourism administrative bodies

Credit: 06

Coefficient: 03

Content of matter: Tourism administrative bodies

- Ministry of Tourism and Traditional Industries: (structural organization and roles)
 - Institutions under the supervision of the Ministry of Tourism and Traditional Industries
 - National Tourism Office
 - Algerian National Tourism Office
 - National Tourism Development Agency
 - The National Office for Activation, Development and Information in the Tourism Field
 - The external departments of the Ministry of Tourism and Traditional Industries
-
- Evaluation method: exam in lectures + continuous monitoring (the weighting is left to the discretion of the formation team)

**Master's title: Legal regulation of tourism and hotelry professions
the first semester**

Unit name: Methodological teaching units

Matter name: Administrative redaction

Credit: 06

Coefficient: 02

Content of matter: Administrative redaction

Firstly: Administrative redaction and its techniques

Secondly: Types and rules of administrative redaction

Thirdly: A set of models of administrative liberalization

- Administrative message
- Convocation and invitation
- Shipping slip
- The report
- View status
- The feedback
- a note
- Instruction
- An order and the decision
- Publication

- Evaluation method: Exam in lessons (weighing is left to the discretion of the formation team)

**Master's title: Legal regulation of tourism and hotelry professions
the first semester**

Unit name: Methodological teaching units

Matter name: Work ethics in shelter institutions

Credit: 03

Coefficient: 01

Content of matter: Work ethics in shelter institutions

- The concept of professional ethics
- Objectives of developing a statement of professional ethics
- Receptionist ethics
- Tour guide ethics
- Work ethics in hotels
- **Evaluation method: Examination in lectures (weighing is left to the discretion of the formation team)**

**Master's title: Legal regulation of tourism and hotelry professions
the first semester**

Unit name: Exploratory teaching units

Matter name: Work law

Credit: 01

Coefficient: 01

Content of matter: Work law

- The most important principles contained in Labor Law 90/11
- The rights and duties of the worker
- Collective agreements
- Worker disciplinary system
- Individual and group labor disputes
- Amicable and judicial settlement of labor disputes
- Work inspection

• Evaluation method: Examination in lectures (weighing is left to the discretion of the formation team)

**Master's title: Legal regulation of tourism and hotelry professions
the first semester**

Unit name: Horizontal teaching units

Matter name: English

Credit: 01

Coefficient: 01

- Lessons in the English language based on specialized texts in the field of tourism and hospitality. The program in this field is left to the qualified professors charge in of the module (matter).

Evaluation method: Evaluation method: continuous monitoring, examination, etc. (weighting is left to the discretion of the formation team), a final semester exam, continuous monitoring, written and oral training in English.

The Second semester

**Master's title: Legal regulation of tourism and hotelry professions
the second semester**

Unit name: Basic education unit

Matter name: The legal system of the tourist agency

Credit: 06

Coefficient: 03

Content of matter: The legal system of the tourist agency

- Introduction to the tourism and travel agency
- Conditions and modalities for establishment a tourism and travel agency
- Conditions and modalities for establishment agencies branches
- The National Committee for Accreditation of Tourism and Travel Agencies
- Legal control of the tourism and travel agency's exploitation of tourism activity

• **Evaluation method:** exam in lectures + continuous monitoring (the weighting is left to the discretion of the formation team)

Master's title: Legal regulation of tourism and hotelry professions

the second semester

Unit name: Basic education unit

Matter name: Legal protection for the tourist consumer

Credit: 06

Coefficient: 03

Content of matter: Legal protection for the tourist consumer

- Protection when concluding a tourism contract

- Information before contracting
- Protection from false advertising

- Protection when executing the contract

- Protection from arbitrary conditions
- Commitment to the safety of tourist consumers

• **Evaluation method:** exam in lectures + continuous monitoring (weighing is left to the discretion of the formation team)

Master's title: Legal regulation of tourism and hotelry professions

the second semester

Unit name: Basic education unit

Matter name: Tourism contract

Credit: 06

Coefficient: 03

Content of matter: Tourism contract

- Definition of the tourism contract
 - Characteristics of the tourism contract
 - Distinguishing the tourism contract from other contracts
 - Parties to the tourism contract:
 - Tourism and travel agency
 - The tourist
 - Pillars of the tourism contract
 - Effects of the tourism contract
 - Electronic tourism contract
- **Evaluation method:** exam in lectures + continuous monitoring (the weighting is left to the discretion of the formation team)

**Master's title: Legal regulation of tourism and hotelry professions
the second semester**

Unit name: Methodological teaching units

Matter name: Media and communication technologies

Credit: 06

Coefficient: 02

Content of matter: Media and communication technologies

- concepts and appearances

-The concept of new information and communication technology

-The phenomenon of information explosion

- remote communication technology

-Wireless communication technology

-Wired communication technology (cable and optical fiber communication)

- Some of its modern applications

-Digital communications technology and networks

-Electronic computer technology

-Satellite technology

-Microphone technology

- Low-power, high-definition television broadcast technology

- Technology of video cassette, video disc, teletext, videotext, videophone...

-Internet, intranet and extranet technology

- Mobile technology and e-mail

-Tablet computer technology (electronic tablet)

**Master's title: Legal regulation of tourism and hotelry professions
the second semester**

Unit name: Methodological teaching units

Matter name: Insurances

Credit: 03

Coefficient: 01

Content of matter: Insurances

- The concept of insurance (student's personal work)
 - Definition of insurance
 - Insurance elements (student's personal work)
 - Danger
 - Installment
 - Compensation or insurance amount
- Development of insurance (student's personal work)
 - Insurance in positive law
 - Insurance in Islamic law
- Legislative development of insurance in Algeria
 - Colonial period
 - Independence period
- Disputes related to insurance and how to estimate compensation
 - Insurance-related disputes (student's personal work)
 - How to estimate compensation (student's personal work)

**Master's title: Legal regulation of tourism and hotelry professions
the second semester**

Unit name: Exploratory teaching units

Matter name: The legal system for tourism investment

Credit: 01

Coefficient: 01

Content of matter: The legal system for tourism investment

- The concept of tourism investment

- Investing in tourism services

- Investing in tourism wealth

- Tourism investment objectives

- Fields of tourism investment

- Accommodation services

- Tourism companies

- Human resources

- Characteristics of tourism investment

• **Evaluation method:** exam + continuous monitoring... etc (the weighting is left to the discretion of the formation team)

**Master's title: Legal regulation of tourism and hotelry professions
the second semester**

Unit name: Horizontal teaching units

Matter name: English

Credit: 01

Coefficient: 01

- Lessons in the English language based on specialized texts in the field of tourism and hospitality. The program in this field is left to the qualified professors charge in of the module (matter).

Evaluation method: Evaluation method: continuous monitoring, examination, etc. (weighting is left to the discretion of the formation team).

The Third semester

**Master's title: Legal regulation of tourism and hotelry professions
the third semester**

Unit name: A basic education unit

Matter name: Tourism marketing

Credit: 06

Coefficient: 03

Content of matter: Tourism marketing

- Introduction to tourism marketing
- The importance of tourism marketing and its characteristics
- Agencies responsible for tourism marketing
- Pillars of tourism marketing
 - Tourist consumer
 - Tourism service
- Tourism supply and demand
- Electronic tourism marketing

Evaluation method: exam in lectures + continuous monitoring. (weighting is left to the discretion of the formation team).

**Master's title: Legal regulation of tourism and hotelry professions
the third semester**

Unit name: A basic education unit

Matter name: Hotelry contract

Credit: 06

Coefficient: 03

Content of matter: Hotelry contract

- Definition of hotelry contract
- Parties to the hotelry contract
 - The hotel owner
 - Hotel guest
- Characteristics of the hotelry contract
- Pillars of the hotelry contract
 - the satisfaction
 - Eligibility
 - object (item)
- The motive for contracting
- The legal nature of the hotelry contract

Evaluation method: exam in lectures + continuous monitoring. (weighting is left to the discretion of the formation team).

**Master's title: Legal regulation of tourism and hotelry professions
the third semester**

Unit name: A basic education unit

Matter name: The legal system of tourist guidance

Credit: 06

Coefficient: 03

Content of matter: The legal system of tourist guidance

- Introduction to the tourist guide and its importance
- Historical development of tourism guidance
- Types of tourist guidance:
 - According to the role he plays
 - According to geographical scope
 - Depending on the type of trip
 - According to regular work
- Tourist Guide work Mechanisms
- Tour guide responsibilities
- Towards the group of incoming tourists.
- Towards the receiving agency of the group.
- Individual and personal responsibility.

Evaluation method: exam in lectures (weighting is left to the discretion of the formation team).

**Master's title: Legal regulation of tourism and hotelry professions
the third semester**

Unit name: Methodological teaching units

Matter name: preparing a memorandum Methodology

Credit: 06

Coefficient: 02

Content of matter: preparing a memorandum Methodology

- **Scientific research and its conditions:** - Choosing the research topic: accuracy/novelty/importance of the topic/abundance of matters/abundance of sources and references and ability to process (personal work for the student)
 - **Research plan:** preliminary preparation of sources, formation of information, organization of cards, selection of scientific matter.
 - Preparing the cover. Title page. Dedication. - A word of thanks. (Student's personal work)
 - Introduction and what it should contain (Student's personal work)
 - Chapters or the main part of the memorandum (Student's personal work)
 - **Logical construction:** exploratory study (defining the temporal, spatial and human domain) (Student's personal work)
 - The problem. Hypotheses. Research objectives and the importance of the research (Student's personal work)
 - Reasons for choosing the topic (subjective and objective). Difficulties in research (student's personal work)
 - The methodology used in the study (the method followed and the technique used -). Previous studies -. (Student's personal work)
 - Defining concepts. Study theoretically through the information collected from books or other references and sources (student's personal work)
 - **Conclusion:** The general conclusion and recommendations: It contains: The general conclusion. Recommendations. Suggestions (Student's personal work).
 - **Appendices (Annexes):** how to include them and **references:** how to use and include them (student's personal work)
 - **Index** (student's personal work)
 - Methods of editing memos using automated media (personal work for the student)
- Evaluation method:** continuous monitoring. (weighting is left to the discretion of the formation team).

**Master's title: Legal regulation of tourism and hotelry professions
the third semester**

Unit name: Methodological teaching units

Matter name: Professional and personal project

Credit: 03

Coefficient: 01

Content of matter: Professional and personal project

- The concept of entrepreneurship
- Personal and professional project: analyzing the situation and studying the tourism market
- Setting goals and performance indicators.
- Preparing the work breakdown structure.
- Optimal use of resources (program evaluation and review technique).
- Legal registration
- Optimal use of resources
- Private financing - bank loan
- Preparing the project structure
- Stages of project implementation on the ground
- Factors of success and failure causes
- Project models
- **Evaluation method:** continuous monitoring, exam... etc. (the weighting is left to the discretion of the formation team). The final evaluation will be done through: semester exam, participation, research and presentation.

**Master's title: Legal regulation of tourism and hotelry professions
the third semester**

Unit name: Exploratory teaching units

Matter name: World Tourism Organization

Credit: 01

Coefficient: 01

Content of matter: World Tourism Organization

An overview of the establishment of the World Tourism Organization

- Foundation and membership (accession)
- Objectives of the World Tourism Organization
- Organs of the Organization :
 - General Assembly
 - executive council
 - Secretariat
 - Budget and expenses
- Voting system
- Suspension of membership and withdrawal from the organization
- World Tourism Organization field of work
- Working mechanism of the World Tourism Organization

Evaluation method: exam in lectures + continuous monitoring (weighting is left to the discretion of the formation team).

**Master's title: Legal regulation of tourism and hotelry professions
the third semester**

Unit name: Horizontal teaching units

Matter name: English

Credit: 01

Coefficient: 01

Content of matter: English

- Teaching the English language to students by studying selected texts in the field of tourism and practicing various professions in tourist accommodation institutions, especially the aspect of dealing with the tourist consumer, and providing quality tourist or hotel service.

Evaluation method: exam in lectures (weighting is left to the discretion of the formation team).