

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

HARMONIZATION
MASTER FORMATION OFFER
ACADEMIC

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

Field: Faculty of Law and Political Science

Branch: Political Science and International Relations

Specialization: Public policies

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: Theoretical frameworks of public policies 1	150	3	3		05.30	3	6	x	x
	matter 2: Decision-making models in public policies	150	3	3		05.30	3	6	x	x
	matter 3: Empirical research in public policies	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: Scientific research methodology 1	150	130	130		07	02	6	x	x
	matter 2: Administrative redaction	75		130		03.30	01	03	x	x
Exploratory teaching units		45	03				02	02		
Symbol: ETU Coefficient: 2 credits: 2	matter 1: Applied models for sectoral public policies	22.30					1	1		x
	matter 2: Applied framework for public policy analysis	22.30					1	1		x
Horizontal teaching unit		22.30		1.30			1	1		
Symbol: HTU Coefficient: 1 credits: 1	Foreign language (English) 1	22.30		1.30			1	1		X
The sum of semester 1		742.30	13.30	09.00		27	15	30		

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: Theoretical frameworks of public policies 2	150	3	3		05.30	3	6	x	x
	matter 2: Administrative development strategy	150	3	3		05.30	3	6	x	x
	matter 3: New public management	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: Scientific research methodology 2	150	130	130		07	02	6	x	x
	matter 2: Media and communication technologies	75		130		03.30	01	03	x	x
Exploratory teaching units		45	03				02	02		
Symbol: ETU Coefficient: 2 credits: 2	matter 1: Applied models of public policies in comparative systems	22.30					1	1		x
	matter 2: Sectoral policy in Algeria	22.30					1	1		x
Horizontal teaching unit		22.30		1.30			1	1		
Symbol: HTU Coefficient: 1 credits: 1	Foreign language (English) 2	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: appraisal and evaluation of public policies	150	3	3		05.30	3	6	x	x
	matter 2: Crisis management and strategic planning	150	3	3		05.30	3	6	x	x
	matter 3: universal public policies	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: Professional ethics	22.30					1	1		x
	matter 2: Project evaluation and programs review	22.30					1	1		x
Horizontal teaching unit		22.30		1.30			1	1		
Symbol: HTU Coefficient: 1 credits: 1	Foreign language (English) 3	22.30		1.30			1	1		X
The sum of semester 3		742.30	13.30	09.00		27	15	30		

4- Fourth semester:**Field: Law and Political Science****Branch: Political Science****Specialization: public policies**

	semester hourly volume	Coefficient	credits
Anti-Corruption Forum	03.30	1	2
End of study memorandum	46.30	1	28
The sum of semester 4	750	2	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: Public policies

the first semester

Unit name: A basic education unit

Matter name: Theoretical frameworks of public policies 1

Credit: 06

Coefficient: 03

Content of matter: Theoretical frameworks of public policies 1

- The emergence and development of the public policies field
- Public policy elements
- Public policy classifications
- Theoretical approaches to study public policy
- Rational approach - the complete maturity model
- Cumulative approach - limited maturity model
- Political approaches to the study of public policy
- The public policy relationship to the internal and external environment
- The public policy relationship to economic, social, cultural and environmental variables

Evaluation method: exam + continuous work

Master's title: Public policies

the first semester

Unit name: A basic education unit

Matter name: Decision-making models in public policies

Credit: 06

Coefficient: 03

Content of matter: Decision-making models in public policies

-Introduction to the importance of decision making in public policies

-Define the decision concept

-Types of decision

-Phases of the decision-making process

-Models of the decision-making process

-The decision making approaches

-Quantitative theories of decision making for public policy making

-Qualitative theories of decision making for public policy making

- Participation of actors in public policy making

Evaluation method: exam + continuous work

**Master's title: Public policies
the first semester
Unit name: A basic education unit
Matter name: Empirical research in public policies
Credit: 06
Coefficient: 03**

Content of matter: Empirical research in public policies

- Case study in empirical research
- The case study as an analytical framework for empirical research in public policies
- Case study methodology in empirical research in public policy
- The statistical variable in public policies
- The role of tables in evaluating public policies
- The empirical transition in public policy
- Problems of empirical research in the field of applied public policy
- Study models in empirical research

Evaluation method: exam + continuous work

**Master's title: Public policies
the first semester
Unit name: Methodological teaching units
Matter name: Scientific research methodology 1
Credit: 06
Coefficient: 02**

Content of matter: Scientific research methodology 1

1. Scientific research:

- Definition of scientific research
- Characteristics of scientific research
- Types of scientific research
- Basics of scientific research
- Characteristics of the scientific researcher

2. Research track:

Pieces: The starting question

- Exploration
- The problematic

Construction: Building the model

- Inspection

Evidence: analyzing information

- Abstracts

3. Method and techniques:

- The different connotations of the word Method
- Related concepts
- Quantitative methods and qualitative methods
- The relationship between the scientific method and research techniques
- Standards for classifying scientific research techniques

4. Research techniques used to collect field data:

Firstly: Observation:

- Definition of observation
- Types of observation
- Observation steps and procedures
- Good observation conditions

- practical training

Secondly, the form:

- Definition of the form
- Types of forms
- Conditions for building the form
- Test the form
- practical training

Third, the interview:

- Definition of interview
- The importance of the interview
- Good interview conditions
- Advantages and disadvantages of the interview
- practical training

Fourth, experimentation:

- Elements of experimentation
- Independent variables and dependent variables
- Pre-test and post-test
- The experimental group and the control group
- Advantages and disadvantages

Fifth, statistical analysis:

- Types of statistical research
- Sources of statistics
- Steps of statistical analysis
- Some statistical rules and measurements
- Statistical processing methods

Sixth: Content analysis:

- Genesis and evolution of content analysis fields
- Definition of content analysis
- Characteristics of content analysis
- The Fundamentals of content analysis

**Master's title: Public policies
the first semester
Unit name: Methodological teaching units
Matter name: Administrative redaction
Credit: 03
Coefficient: 01**

Content of matter: Administrative redaction

Firstly: Administrative redaction and its techniques.

Secondly: Types of administrative redaction.

Thirdly: a set of models of administrative redaction.

Evaluation method: continuous Monitoring, exam (weighting is left to the discretion of the formation team)

Master's title: Public policies

the first semester

Unit name: Exploratory teaching units

Matter name: Applied models for sectoral public policies

Credit: 01

Coefficient: 01

Content of matter: Applied models for sectoral public policies

- A conceptual introduction to sectoral public policy
- Educational public policy: a model study
- Health public policy: a model study
- Employment public policy : a model study
- Tourism public policy: a model study
- Agricultural public policy: a model study
- Public policy for transportation and traffic: a model study

Master's title: Public policies

the first semester

Unit name: Exploratory teaching units

Matter name: Applied framework for public policy analysis

Credit: 01

Coefficient: 01

Content of matter: Applied framework for public policy analysis

1. Definition of the term public policy

2. Stages of public policy analysis:

- Integrity of information (objectivity, comprehensiveness, relevance)
- Explore alternatives
- Evaluating alternatives
- Determine the best alternative

3. The importance of public policy analysis: (as an input for evaluating government programs)
The role of the state in modern society.

4. fields of benefit from public policy analysis:

- Identify strategic options
- Planning, programming, and preparing the estimated budget
- Increase operational efficiency and effectiveness
- Review, follow-up and evaluate programs.

5. Methods, methods and tools of public policy analysis:

Quantitative methods:

- Creating analytical modeling
- Analyze data statistically (cost benefit analysis)
- Riskbenefitanalysis

Qualitative methods:

- Interactive and participatory observation
- Interviews
- Search office

6. Methods of public policy analysis:

- Forecasting and assessing the situation and expectations (Delphi method: its principles and steps)

- Scenario building

- Cost and benefit analysis

- Operations research (linear programming)

Mathematical models:

- Variable prediction models

- Models to predict how the system works and its performance rates

- Search models for the optimal solution

Master's title: Public policies
the first semester
Unit name: Horizontal teaching units
Matter name: English language
Credit: 01
Coefficient: 01

Content of matter: English language

1. Grammar lessons:

- **Tenses**
- **Parts of speech**

2. Writing lessons

- **How to write a paragraph**
- **How to write an article**

3. Readings and discussions:

- **What is the value of a graduate degree in Public Policy?**David Eber, Director of Admissions & Financial Aid at Carnegie Mellon University's H. John Heinz III College.<http://www.mba.com/africa/the-gmat-blog-hub/ask-the-expert/2011/nov/what-is-the-value-of-a-graduate-degree-in-public-policy.aspx>
 - **Definition of public policy**
 - **Conceptual background of PP**
- 4. Oral expression:** preparing the subject of the traditional approaches in policy and the new problems facing governments around the world
- **Written expression:** the traditional approaches in policy and the new problems facing governments around the world
 - **The analysis of the Richard J. Cebula's article of: Public Policies for the 21st Century: Guidelines for the U.S. (and Elsewhere) Business and Economics Journal**March 2015
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- Work of group : Simulation of a Conflict Transformation for conflicts around the world

The Second semester

Master's title: Public policies

The second semester

Unit name: A basic education unit

Matter name: Theoretical frameworks of public policies 2

Credit: 06

Coefficient: 03

Content of matter: Theoretical frameworks of public policies 2

- The emergence and development of the public policies field
- Public policy elements
- Public policy classifications
- Theoretical approaches to study public policy
- Rational approach - the complete maturity model
- Cumulative approach - limited maturity model
- Political approaches to the study of public policy
- The public policy relationship to the internal and external environment
- The public policy relationship to economic, social, cultural and environmental variables

Evaluation method: exam + continuous work

Master's title: Public policies
The second semester
Unit name: A basic education unit
Matter name: Administrative development strategy
Credit: 06
Coefficient: 03

Content of matter: Administrative development strategy

1. Administrative backwardness and its manifestations
2. The phenomenon of corruption and successful ways to fight against
3. Administrative development process:
 - The concept of administrative development
 - The concept overlaps with: development management, administrative reform, administrative change, and administrative development
 - Administrative development objectives
 - Elements of administrative development
4. Problems of administrative development
 - Social
 - Economical
 - Political
 - Administrative
5. Administrative development planning:
 - National plans
 - Local plans
 - Organizational plans
6. Sub-plans:
 - Plans for administrative reorganization
 - A plan to reform systems and regulations
 - A plan to prepare the workforces
 - A plan for administrative training

Master's title: Public policies
The second semester
Unit name: A basic education unit
Matter name: New public management
Credit: 06
Coefficient: 03

Content of matter: New public management

- Traditional public management: concept and characteristics
- Motives for moving toward new public management
 - Modern management concepts
 - The concept of public management
 - Factors in the development of public management
 - The relationship of public management with public administration and private administration
 - Theories and principles of new public administration

Evaluation method: exam + continuous work

Master's title: Public policies
the second semester
Unit name: Methodological teaching units
Matter name: Scientific research methodology 2
Credit: 06
Coefficient: 02

Content of matter: Scientific research methodology 2

1. Scientific research:

- Definition of scientific research
- Characteristics of scientific research
- Types of scientific research
- Basics of scientific research
- Characteristics of the scientific researcher

2. Research track:

Pieces: The starting question

- Exploration
- The problematic

Construction: Building the model

- Inspection

Evidence: analyzing information

- Abstracts

3. Method and techniques:

- The different connotations of the word Method
- Related concepts
- Quantitative methods and qualitative methods
- The relationship between the scientific method and research techniques
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4. Research techniques used to collect field data:

Firstly: Observation:

- Definition of observation
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- Good observation conditions

- practical training

Secondly, the form:

- Definition of the form
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Third, the interview:

- Definition of interview
- The importance of the interview
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- Advantages and disadvantages of the interview
- practical training

Fourth, experimentation:

- Elements of experimentation
- Independent variables and dependent variables
- Pre-test and post-test
- The experimental group and the control group
- Advantages and disadvantages

Fifth, statistical analysis:

- Types of statistical research
- Sources of statistics
- Steps of statistical analysis
- Some statistical rules and measurements
- Statistical processing methods

Sixth: Content analysis:

- Genesis and evolution of content analysis fields
- Definition of content analysis
- Characteristics of content analysis
- The Fundamentals of content analysis
- Problems related to whether content analysis is a method, style or tool

Master's title: Public policies

The second semester

Unit name: Methodological teaching units

Matter name: Media and communication technologies

Credit: 03

Coefficient: 01

Content of matter: Media and communication technologies

The first axis: concepts and appearances

- The concept of new information and communication technology
- The phenomenon of information explosion

The second axis: remote communication technology

- Wireless communication technology
- Wired communication technology (cable and optical fiber communication)

The third axis: Some of its modern applications

- 1 -Digital communications technology and networks
- 2 -Electronic computer technology
- 3 -Satellite technology
- 4 -Microphone technology
- 5 - Low-power, high-definition television broadcast technology
- 6 - Technology of video cassette, video disc, teletext, videotext, videophone...
- 7 -Internet, intranet and extranet technology
- 8 - Mobile technology and e-mail
- 9 -Tablet computer technology (electronic tablet)

Conclusion: some prospects for its development

Master's title: Public policies

The second semester

Unit name: Exploratory teaching units

Matter name: Applied models of public policies in comparative systems

Credit: 01

Coefficient: 01

Content of matter: Applied models of public policies in comparative systems

1. Conceptual introduction:

- Definition of the model and the difference between it and the Example

2. Public policy in comparative systems

-Public policy in the United States of America

- The nature of the system
- Stages and institutions of public policy making
- A model of public policy

-Public policy in Britain

- The nature of the system
- Stages and institutions of public policy making
- A model of public policy

-Public policy in France

- The nature of the system
- Stages and institutions of public policy making
- A model of public policy

- Public policy in Egypt

- The nature of the system
- Stages and institutions of public policy making
- A model of public policy
- A model of poverty

-Public policy in Jordan

- The nature of the system
- Stages and institutions of public policy making
- A model of public policy: the educational policy model

- Public policy in the Kingdom of Saudi Arabia

- The nature of the system

- Institutions for making and implementing public policy
- A model of public policy

- Public policy in the Kingdom of Morocco

- The nature of the system
- Stages and institutions of public policy making
- A model of public policy: the migration model

- Public policy in Tunisia

- The nature of the system
- Stages and institutions of public policy making
- A model of public policy

Master's title: Public policies

The second semester

Unit name: Exploratory teaching units

Matter name: Sectoral policy in Algeria

Credit: 01

Coefficient: 01

Content of matter: Sectoral policy in Algeria

1. Health policy
2. Education policy
3. Operating policy
4. Environmental policy
5. Tourism policy
6. Sports policy

Master's title: Public policies
the first semester
Unit name: Horizontal teaching units
Matter name: English language
Credit: 01
Coefficient: 01

Content of matter: English language

1. Grammar lessons:

- **Tenses**
- **Parts of speech**

2. Writing lessons

- **How to write a paragraph**
- **How to write an article**

3. Readings and discussions:

- **What is the value of a graduate degree in Public Policy?**David Eber, Director of Admissions & Financial Aid at Carnegie Mellon University's H. John Heinz III College.<http://www.mba.com/africa/the-gmat-blog-hub/ask-the-expert/2011/nov/what-is-the-value-of-a-graduate-degree-in-public-policy.aspx>
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The Third semester

**Master's title: Public policies
the third semester**

Unit name: A basic education unit

Matter name: appraisal and evaluation of public policies

Credit: 06

Coefficient: 03

Content of matter: appraisal and evaluation of public policies

Firstly: appraisal:

1. Define the concept:

- The meaning of ex post and ex ante appraisal
- Who are evaluation practitioners?

2. The difference between public policy outcomes and the effects of the results of public policy implementation

3. Stages of work in public policy appraisal research

- Determine public policy objectives
- Design a proportional relations model
- Design an appropriate research method
- Collect facts and data
- Analyzing and interpreting information

4. Objectives of public policy appraisal (political, economic, social, cultural, international and societal)

5. Methods of appraisal public policies:

- Traditional
- Modern

6. Appraisal of procedures:

- Archaeology
- Comprehensive
- Economics of application

7. Obstacles to appraisal public policy:

- The method of work followed
- Political climate
- Financial reasons
- The bureaucratic organ

Secondly: Evaluation of public policy

1. Definition of public policy evaluation

- The impact of public policy on the situation and the group
- The impact of public policy on other groups
- The impact of public policy on current circumstances
- The impact of public policy in terms of its direct costs
- The impact of public policy in terms of its indirect costs

2. Bodies responsible for evaluating public policy

3. Types of evaluation in public policy:

- Advanced calendar
- Strategic evaluation
- Evaluating program implementation processes

Evaluation method: exam + continuous work

Master's title: Public policies

the third semester

Unit name: A basic education unit

Matter name: Crisis management and strategic planning

Credit: 06

Coefficient: 03

Content of matter: Crisis management and strategic planning

- Introducing to the science of crisis management and strategic planning

- The basic stages of crisis management

-The relationship between crisis management and strategic planning

- Strategic planning and environmental variables

1. Political,

2. Economic,

3. Social,

4. Cultural.

Evaluation method: exam + continuous work

Master's title: Public policies
the third semester
Unit name: A basic education unit
Matter name: universal public policies
Credit: 06
Coefficient: 03

Content of matter: universal public policies

- A conceptual introduction to Universal public policies
- Universal public policy actors
 - *International organizations
 - *Regional organizations
 - *National organizations
- Universal public policy models
 - *Political and security
 - *Economic
 - *Socio-cultural
 - *Environmental
- Universal public policy challenges
- Contemporary trends in public policies

Evaluation method: exam + continuous work

Master's title: Public policies

the third semester

Unit name: Methodological teaching units

Matter name: preparing a memorandum Methodology

Credit: 06

Coefficient: 03

Content of matter: preparing research and memos Techniques

- Choose a topic
- Interface
- Research introduction elements
- The meaning of the theoretical, analytical and applied framework
- How to do Footnotes in all types of classical and electronic references
- How to write a list of references (classical, electronic)
- Conclusion (suggestions, recommendations)
- Appendices
- The Abstract of study
- How to prepare for the discussion

Master's title: Public policies
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

(It is mandatory to specify the detailed content of each matter with reference to the student's personal work)

- The concept of a personal professional project**
- Self-knowledge**
- Knowledge of the profession**
- Analyzing possible paths**
- Choose the training and the training organization**
- Finance**

Evaluation method: continuous Monitoring, exam (weighting is left to the discretion of the formation team)

**Master's title: Public policies
the third semester
Unit name: Exploratory teaching units
Matter name: Professional ethics
Credit: 01
Coefficient: 01**

Content of matter: Professional ethics

- The concept of professional ethics: confidentiality - honesty
- Rules and principles of professional ethics
- Human components: - Obligations of the university professor
 - University student duties
 - Administration commitments
 - The importance of professional ethics
 - Basics of professional ethics
 - Challenges of adhering to the values of professional ethics
 - Factors for consolidating professional ethics
 - Studying applied models in different countries

Evaluation method: continuous Monitoring, exam (weighting is left to the discretion of the training team)

Master's title: Public policies

the third semester

Unit name: Exploratory teaching units

Matter name: Project evaluation and programs review

Credit: 01

Coefficient: 01

Content of matter: Project evaluation and programs review

-Defining project evaluation and program review

-The importance of evaluating projects and reviewing programs

*Descriptive evaluation

*Financial evaluation

-Financial institutions to review programs

-Types of projects and program review

-Feasibility study

*The concept - importance - its institutions

*Feasibility tools

Master's title: Public policies
the first semester
Unit name: Horizontal teaching units
Matter name: English language
Credit: 01
Coefficient: 01

Content of matter: English language

1. Grammar lessons:

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