



**The English Section**

# **Student Guide**

**Supervised**

**By**

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**Academic Coordinator**

**2014**



## **Preface**

In the beginning, I would like to share with my sons & daughters, students of this faculty, my sense of pride to belong to such prestigious edifice.

I would also like to express my happiness with this publication which is aimed at helping students make better choices during their four years in the faculty.

Wishing you a fruitful successful year.

**Maadi, Cairo**

**July 2014**

**Academic Coordinator**

**Prof Samia Aboul Fotouh**

# **Acknowledgment**

I would like to thank all those who participated in producing this publication.

Special thanks go to Prof K. A. Abd-Elaziz, Prof A. K. El-Sayed and Prof Z. M. Sakr for their support through the preparation of the scientific departments' contents.

Also, I would like to thank O. E. Abo-Kasem, M. M. Nassar and W. S. Abo-Elazm for their patience during the preparation of this work.

# Table of Contents

1	Mission and Vision of English Section	2
2	Resources and Facilities	2
3	Admission Requirements	4
4	English Section Academic Staff	5
5	The Accepted Numbers of Students from 1997 to 2013	10
6	Different Specializations	11
7	Studying System	11
8	Student Evaluation System	28
9	Graduation Project	29
10	Scientific Content	30

## **1- Mission and Vision of English Section**

The English section was established in 1997. Through its sixteen years, the English section has managed to build a solid curriculum and skillful staff. The section comprises of well qualified professors and teaching assistants within different specializations.

### **Mission**

The English section was established for a specific mission that incorporates with the mission of the faculty of commerce. The English section aims at preparing highly qualified generations of accountants, managers, economists and statisticians with competitive skills that allow them to compete in the labor market, prove their efficiency whether locally, regionally or internationally and to pursue their postgraduate studies in any international university. Also the English section aims at participating in society service and environmental development through training programs and consultancy services provided by the members of the Faculty.

### **Vision**

The English section's vision is to produce highly qualified graduates who will have key positions in local private, government and international institutions.

## **2- Resources and Facilities**

### **• Web Site**

The faculty has recently launched its newly website [www.zu.edu.eg /co](http://www.zu.edu.eg/co). The site is a valuable source of information in a wide range of topics. The process of development is ongoing. To develop our website, we are particularly keen for you to give us your feedback. Please address your comments and suggestions to the English Section's academic coordinator.

• **Academic Staff**

The English section depends on full time instructors with a minimum requirement of the PhD in the field. All instructors are experienced in teaching, research and consultancy.

• **Computer Labs**

The Building of English section contains two computer labs with modern computers and printing facilities. The first computer lab contains 28 computers while the second contains 25. Labs are connected to the internet. Classrooms are also equipped with computers and data shows for teaching and presentation Facilities.

• **Text Books**

The English section uses the latest editions of internationally recognized and widely used English textbooks. These books must be available to all students before the beginning of each semester.

• **Academic coordinator for the English section**

The faculty Dean should appoint an academic coordinator for the English section to insure the quality of learning. Responsibility of Academic coordinator include

- Implementing the educational policies.
- Follow-up on the student's academic progress.
- Providing guidance for students.
- Making textbooks available on time to all students.
- Reviewing the annual education performance of English section.

There had been 5 academic coordinators since the establishment of the English section, as shown in the following:

No.	Name	Period	Specialization
1	Prof Hamid Abdel Moaty Shabaan	1997-2001	Accounting
2	Prof Sharif El Aasey	2001-2003	Management
3	Prof Mohamad sharif Tawfeek	2003-2006	Accounting
4	Dr Waled Mohamad Nabil	2006-2013	Economics
5	Prof Samia Aboul Fotouh Salem	2013-until now	Statistics

### **3-Admission Requirements**

- The faculty board decides on the number of students to be accepted each year according to the recommendation set by the English section supervisory committee.
- Completion of the Egyptian high school certificate (Thanawiy a Amma) or its equivalents.
- The total percentage differs for each academic year.
- A minimum of 80% of the total English language course grade, or (B) grade in English for IGCSE and American diploma students.

### **Admission Procedure**

- Students apply through the Tanseek office and state their choice to faculty of commerce Zagazig University (without specifying the English section).
- Once the students are accepted in to faculty, they should apply directly to the students affairs office register to be admitted to English section, the applications form among other necessary documents should be submitted.

### **Application process**

- The total grade in marks is added to the English language grade and English language high level grade (above 5) is added too.
- Students who applied are ranked in descending order until the number of accepted students (determined by the committee) is completed.
- The process of acceptance takes a minimum of two weeks, before the accepted students are announced.

## 4-English Section Academic Staff

### I- Full Time Staff

No.	Name	PhD Place	PhD Date	Academic Rank
<b>Accounting</b>				
1	Prof Mohamed Elsaad Elshahat	University of Minnesota (USA)	1984	Professor
2	Prof Mohamed Fakry Maky	Cairo University	1974	Professor
3	Prof Naim Fahim Hanna	Zagazig University	2003	Professor
<b>Management</b>				
4	Prof Mohamed Shawky Ahmed	Cairo University	1977	Professor
5	Prof Osama Abdel Halem	Mansora University	1981	Professor
6	Dr Amal Gaafer	New York University, USA	1990	Lecturer
<b>Economics</b>				
7	Prof Mohamed Soltan Abo Aly	Graduate School of Arts and Science Harvard University	1965	Professor
8	Prof Madht Mohamed Elakad	High Economic School, Faculty of General Economic Prague, Czechoslovakia	1974	Professor
9	Prof Gomaa Mohamed Mohamed Amer	Faculty of Economics and Political Science Cairo University.	1984	Professor
10	Prof Ayad Mohamed Atia	Johannes Kapler University of Linz	2002	Assistant Professor
11	Dr Walid Mohamed Nabil	Kansas state University, Kansas, USA	2005	Lecturer
<b>Statistics and Insurance</b>				
12	Prof Mohamed Abdel Sammia Enany	Manchester University. England	1980	Professor



No.	Name	PhD Place	PhD Date	Academic Rank
13	Prof Samia Aboul Fotouh Salem	Institute of Statistical Studies and Research Cairo University.	1982	Professor
14	Prof Abraham Moussa Abdel Fatah Moussa	Faculty of Economics and Political Science Cairo University.	1984	Professor

## II-Part Time Staff

No.	Name	PhD Place	PhD Date	Academic Rank	Work Place
<b>Accounting</b>					
1	Prof Sanaa Mohamed Badran	Arkansas University, USA	1983	Professor	Banha University
2	Prof Sabri Abdel Hamid Alsegin	Accounting Warwick University England	1993	Professor	Mansoura University
<b>Management</b>					
3	Prof Amad Mohamed Elsager Aly Kamhawy	University of North London. England	1999	Professor	Zagazig University
<b>Insurance</b>					
4	Prof Ahmed Abdel Fatah	Cairo University	1988	Professor	Tanta University
<b>Computer</b>					
5	Prof Karm Fayd	Cranfield university England	1993	Professor	Port Said University
<b>Commercial Law</b>					
6	Prof Abdelrafea Moussa	LLD State Doctorate Paris II University. Ship Agent	1981	Professor	Zagazig University

### III-Teaching Assistant

#### Accounting

No.	Name	Graduation year	Academic Rank	M.Sc. Date
1	Ahmed Attia Ali Attia*	2001	Assistant Lecturer	2010
2	Ahmed Boghdady Ahmed	2004	Assistant Lecturer	2013
3	Ahmed Ibrahim Ali Abd El-naby	2010	Demonstrator	
4	Ahmed Mohamed Abd El-aziz	2007	Assistant Lecturer	2014
5	Ahmed Mohamed Zaher Ibrahim	2007	Assistant Lecturer	2012
6	Amira Mostafa Amin Helal	2012	Demonstrator	
7	Dalia Ibrahim Lotfy Mostafa	2009	Demonstrator	
8	Dina Ali Abd El-hameed Hefny	2004	Assistant Lecturer	2012
9	Dina Emad El-deen Mohamed	2005	Demonstrator	
10	Heba Gaber Mahmoud Sayed	2001	Assistant Lecturer	2010
11	Israa Fakhry Ibrahim Ali El-malt	2011	Demonstrator	
12	Maha Mamdouh Hashim Morad	2008	Demonstrator	
13	Maha Mohamed Ali Hassan	2007	Demonstrator	
14	Moataz-bellah Moamen Mohamed*	2001	Assistant Lecturer	
15	Mohamed Anwar Abd El-salam	2010	Demonstrator	
16	Mohamed El-sayed Ragab Hassan	2011	Demonstrator	
17	Ramy Gamal Soliman Sherif	2009	Demonstrator	
18	Rehab Mahmoud Hassan	2011	Demonstrator	
19	Shaimaa Abd El-moneim	2006	Demonstrator	
20	Shaimaa Fikry Mehany Khalil	2003	Assistant Lecturer	2008
21	Sherif Abd El-salam Ahmed	2005	Assistant Lecturer	2013
22	Suzan Ibrahim Abd El-Naby*	2002	Assistant Lecturer	
23	Tarek Zaghlol Salah	2001	Demonstrator	

## Management

No.	Name	Graduation year	Academic Rank	M.Sc. Date
1	Ahmed Adel Abdallah Tantawy	2006	Assistant Lecturer	2013
2	Ahmad Elsayed Ahmed Mohamed *	2005		
3	Aisha alssayed Mohammed *	2002		
4	Alaa alhousiny Mostafa aboelela	2005	Demonstrator	
5	Amira Abd El-Fatah Shawky	2010	Demonstrator	
6	Amira Mohammed Ibrahim	2010	Demonstrator	
7	Asaar Hashem Ahmed Hashem	2006	Demonstrator	
8	Enas Hendawy Mohamed abdelaal	2008	Demonstrator	
9	Engy Taha Saleh Mohammed	2003	Demonstrator	
10	Hend Medhat Mohamed amen	2007	Demonstrator	
11	Mahmoud Mohamed Mahmoud *	2001		
12	Marwa Mahmoud Abdelaziz	2011	Demonstrator	
13	Marwa Momen Hassan Mohamed	2007	Demonstrator	
14	Mohamed Elsayed Helmy Younis *	2001	Demonstrator	
15	Mostafa Elsayed Ahmed Mohamed	2012	Demonstrator	
16	Nermeen Mohammad Ezzat	2002	Assistant Lecturer	2010
17	Noha Maher Mohamed	2011	Demonstrator	
18	Norhan Mohamed Khairy Mahmoud	2009	Demonstrator	
19	Ola Mohamed elazazy ahmed	2004	Assistant Lecturer	2008
20	Omnia abdelazeem abdelhaleem	2002	Assistant Lecturer	2010
21	Randa mohamed hamdy aly	2009	Demonstrator	
22	Samar Mostafa Hosny Mohamed	2008	Demonstrator	
23	Shimaa Mohammad Maher Tawfiq *	2001	Assistant Lecturer	
24	Yousri Ali Ali Sayed Ahmed*	2004		

## Economic

No.	Name	Graduation year	Academic Rank	M.Sc. Date
1	Amal Gamal Elsayed Nada	2011	Demonstrator	
2	Fatmaa Elzahraa Ghazy Youssif	2005	Assistant Lecturer	2014
3	Hagar Mohamed Ezzat Abdel Dayem Ahmed	2011	Demonstrator	
4	Haidy Yousry Mohamed Elkafrawy	2007	Demonstrator	
5	Heba-Allah Ahmed Yehia	2004	Assistant Lecturer	2012
6	Lamya Mohamed Aly Gadou	2005	Demonstrator	
7	Lamya Saad Mohamed Ramadan	2007	Demonstrator	
8	Mahmoud Ahmed Shaaban Elsayed Shahen	2012	Demonstrator	
9	Mayada Ahmed Mohamed Salah Attia	2004	Assistant Lecturer	2012
10	Mohammed Mahmoud Mohammed Ashry	2012	Demonstrator	
11	Nermeen Mohamed Abd Elaziz Harb	2007	Assistant Lecturer	2012
12	Noha Mahmoud Ashraf Mohamed Ali Zaitoun	2005	Assistant Lecturer	2012
13	Samar Ahmed Fouad Mohamed Said	2010	Demonstrator	
14	Sara Mohamed Sabry Ahmed	2010	Demonstrator	

## Statistics

No.	Name	Graduation year	Academic Rank	M.Sc. Date
1	Osama Ibrahim Mohamed Attieh	2011	Demonstrator	
2	Khaled Mohamed Mohamed Fatouh	2011	Demonstrator	

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\* External scholarship

## 5- The Accepted Numbers of Students from 1997 to 2013

<b>Academic year</b>	<b>Accepted Numbers</b>
1997 / 1998	125
1998 / 1999	150
1999 / 2000	117
2000 / 2001	150
2001 / 2002	261
2002 / 2003	324
2003 / 2004	400
2004 / 2005	450
2005 / 2006	407
2006 / 2007	459
2007 / 2008	444
2008 / 2009	464
2009 / 2010	66
2010 / 2011	148
2011 / 2012	287
2012 / 2013	544
2013 / 2014	541

## **6- Different Specializations**

4 main specializations are offered. The first two years are common to the following four main specializations and Specialization occurs in the third year.

- Accounting
- Management (Business Administration-Human Resources Management- Marketing Management)
- Economics (Economics-Economics of Bank and Capital Markets-International Economic and Foreign Trade Development)
- Statistics and Insurance

Accounting specialization offers students the accounting experience and knowledge that is needed by nearly most of business organizations. A management specialization provides the students with an understanding of the role and operation of business organization in relation to the broader economic and social environment. Economic specialization provides the students with the highest scientific and academic education in economic science, also enable students and young researchers to participate in human and economic development. Statistics and Insurance specialization provides students with the basic skills for those wishing to pursue a graduate degree in statistics and insurance, the students study a variety of mathematical, statistical and insurance courses.

## **7- Studying system**

- Duration for pursuing a Bachelor degree is 4 years during which the student passes by four levels divided into eight semesters. Each semester is considered autonomous and has its separate examination. Studies in the First and second years are general and Specialization starts from the third year (i.e. fifth semester).
- Priority in the specialization is based on the average grade of student in the specialization courses, whether these courses are fundamental, major or complementary courses.
- The Academic year is divided into two semesters. Each semester is 15 weeks and the mid-year vacation should be for

two weeks according to the date decided upon by the University Council.

- Courses taught to obtain a B.A. in trade could be divided into the following groups:
  1. Fundamental Basic Courses.
  2. Major Requirement Courses.
  3. Complementary and Skills Courses.

These courses are classified according to a unique special code. Each code is composed of 4 digits. From left to right, the digits indicate the following:

- First digit indicates which Academic year (i.e. 1, 2, 3 or 4).
- Second digit indicates which Academic term (i.e. 1 or 2).
- Third digit indicates the nature of the course (i.e. 1 for Fundamental basic courses, 2 for major requirement courses, and 3 for Complementary skills courses).
- Last but not least, a letter indicates the affiliated scientific section for this course (i.e. A for Accounting department , M for Management department , E for Economics department , S for Statistics and Insurance department , and F for courses that don't belong to a specific department .

## **Accounting Department**

### **1-Fundamental Basics Courses**

1. Principles of Accounting (A)	4. Principles of Accounting (B)
2. Intermediate Accounting (A)	5. Intermediate Accounting (B)
3. Governmental and National Accounting	

### **2-Major Requirement Courses**

1. Principles of Cost Accounting	8. Accounting for Specialist Installations
2. Principles of Taxation	9. Cost Accounting Systems.
3. Principles of Auditing	10. Advanced Financial Accounting
4. Accounting for Financial Institutions	11. International Accounting
5. Managerial Accounting	12. Planning Budgets
6. Environmental and National Accounting	13. Standard Costing System
7. Accounting Information Systems	

### **3-Complimentary and Skills Courses**

1. Accounting Theory 2. Contemporary Problems in Tax Accounting 3. Financial Statements Analysis 4. Quantitative Methods in Accounting	5. Problems in Auditing 6. Research Methods 7. Electronic Programs Applications 8. Commercial Studies
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### **Management Department**

#### **1-Fundamental Basics Courses**

1. Principles of Management (A) 2. Behavioral Sciences	3. Human resources Management 4. Principals of Managerial Organization
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#### **2-Major Requirement Courses**

1. Production Planning and Control 2. Small Business Management 3. International Management 4. Creative Thinking, Solving Problems and Marketing Decisions 5. Material Management 6. Marketing Research 7. Managerial Communications and Public Relations 8. Strategic Management	9. Constructing Teams Work 10. Performance Management 11. Contemporary Managerial Problems 12. Planning and Human Recourses 13. Managerial Information Systems 14. Finance and Financial Management 15. Social Responsibility and Ethics
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#### **3-Complimentary and Skills Courses**

1. Electronic Management 2. Operation Management	3. Electronic Programs Applications 4. Commercial Studies
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### **Economics Department**

#### **1-Fundamental Basics Courses**

1. Principles of Economics (A) 2. Principles of Economics (B) 3. Macroeconomics Analysis(A) 4. Macroeconomics Analysis (B)	5. Economics of Money and Banking 6. International Economics. 7. Economic Resources
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## 2-Major Requirement Courses

<ol style="list-style-type: none"> <li>1. Mathematical Economics</li> <li>2. Econometrics</li> <li>3. Agricultural Economics</li> <li>4. Feasibility Studies and Economic Evaluation of Projects</li> <li>5. Economic Problems in the International Trade</li> <li>6. International Monetary and Banking Polices</li> <li>7. Economics of Industry &amp; Transportation</li> <li>8. Economics of Small and Medium Projects</li> </ol>	<ol style="list-style-type: none"> <li>9. Social Economics</li> <li>10. History of Economic Thought</li> <li>11. Contemporary Economic Systems</li> <li>12. Economics of Investment &amp; Financial Markets</li> <li>13. Economics of Population and Economic well Being</li> <li>14. Economics of Environmental Resources</li> <li>15. Contemporary Economic Problems</li> <li>16. Development and Economic Planning</li> <li>17. Economics of Public Finance</li> </ol>
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## 3-Complimentary and Skills Courses

<ol style="list-style-type: none"> <li>1. Economic Legislations</li> <li>2. International Economic Organizations</li> <li>3. Economics of Finance Lease</li> <li>4. Research Methods in Applied Economics</li> </ol>	<ol style="list-style-type: none"> <li>5. Economics in Investment and Financial Markets</li> <li>6. Electronic Programs Applications</li> <li>7. Commercial Studies</li> </ol>
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## Statistics Department

### 1-Fundamental Basics Courses

<ol style="list-style-type: none"> <li>1. Principles of Mathematics(A)</li> <li>2. Principals of Statistics (A)</li> </ol>	<ol style="list-style-type: none"> <li>3. Principles of Mathematics (B)</li> <li>4. Principles of Statistics (B)</li> </ol>
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### 2-Major Requirement Courses

<ol style="list-style-type: none"> <li>1. Theory of Probabilities</li> <li>2. Advanced Mathematics</li> <li>3. Theory of Statistics (A)</li> <li>4. Applied Statistics (A)</li> </ol>	<ol style="list-style-type: none"> <li>5. Operations Research (A)</li> <li>6. Sampling</li> <li>7. Econometrics(A)</li> <li>8. Insurance &amp; its Mathematics</li> </ol>
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### 3-Complimentary and Skills Courses

<ol style="list-style-type: none"> <li>1. Applied Statistics ( B )</li> <li>2. Demographic Statistics</li> <li>3. Experimental Design</li> </ol>	<ol style="list-style-type: none"> <li>4. Electronic Programs Applications</li> <li>5. Commercial Studies</li> </ol>
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Students have to study Complementary Courses in Language and in Computer Science. All scientific departments collaborate in preparing the scientific content and teaching it . College Board can amend Major Requirement Courses or complementary skills courses from semester to another or from level to another according to the scientific and educational needs and based on the scientific departments' recommendations.

The following tables show the distribution of courses to semesters within the four years.

## First Level (General)

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
111A	Principles of Accounting(A)	3	1	20	4
111E	Principles of Economics(A)	3	1	20	4
111M	Principles of Management(A)	3	1	20	4
111M	Behavioral Sciences	3	1	20	4
111S	Principles of Mathematics(A)	3	1	20	4
111E	Economic Resources	3	1	20	4
113F	Commercial studies	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
121A	Principles of Accounting(B)	3	1	20	4
121E	Principles of Economics(B)	3	1	20	4
121M	Principles of Management(B)	3	1	20	4
123 E	Economic Legislations	2		10	
123M	Production Management	3	1	20	4
121S	Principles of Mathematics(B )	3	1	20	4
123F	Electronic Programs Applications	3	1	20	6

## Second Level (General)

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
211A	Intermediate Accounting(A)	3	1	20	4
211S	Principals of Statistics (A)	3	1	20	4
211E	Microeconomics Analysis(A)	3	1	20	4
212M	Marketing Management	3	1	20	4
211E	Economics of Money and Banking	3	1	20	4
213F	Commercial Law	2	-	10	-
213F	Computer Applications	3	1	20	-

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
221A	Governmental and National Accounting	3	1	20	4
221A	Intermediate Accounting(B)	3	1	20	4
221E	Macroeconomics Analysis(B)	3	1	20	4
222M	Human Resources Management	3	1	20	4
221E	International Economics	3	1	20	4
221S	Principals of Statistics(B)	3	1	20	4
223F	Commercial Studies Second Level	3	1	20	4

## Third Level (Accounting)

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
312A	Principles of Cost Accounting	3	1	20	4
312A	Accounting for Financial Institutions	3	1	20	4
313A	Accounting Theory	3	1	20	4
312A	Principles of Auditing	3	1	20	4
312E	Development and Economic Planning	3	1	20	4
312M	Finance and Financial Management	3	1	20	4
312S	Insurance & its Mathematics	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
322A	Principles of Taxation	3	1	20	4
322A	Accounting for Specialist Installations	3	1	20	4
322A	Environmental Auditing and Accounting	3	1	20	4
323M	Management of Governmental Organizations	3	1	20	4
322S	Applied Statistics(A)	3	1	20	4
323M	International Management	3	1	20	4
322E	Economics of Public Finance	3	1	20	4

## Fourth Level (Accounting)

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
413A	Contemporary Problems in Tax Accounting	3	1	20	4
412A	Standard Costing System	3	1	20	4
413A	Financial Statements Analysis	3	1	20	4
412A	Accounting Information Systems	3	1	20	4
412A	Managerial Accounting	3	1	20	4
413A	Quantitative Methods in Accounting	3	1	20	4
412E	Contemporary Economic Problems	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
422A	Cost Accounting systems	3	1	20	4
423A	Problems in Auditing	3	1	20	4
422A	Advanced Financial Accounting	3	1	20	4
422A	International Accounting	3	1	20	4
423S	Applied Statistics (B)	3	1	20	4
422M	Strategic Management	3	1	20	4
423F	Graduation Project	3	-	20	4

## Third Level (Management) Business Administration

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
312M	Finance and Financial Management	3	1	20	4
312M	Production planning and control	3	1	20	4
313M	Electronic Management	3	1	20	4
312M	Small Business Management	3	1	20	4
313E	Feasibility Studies and Economic Evaluation of Projects	3	1	20	4
312E	Development and Economic Planning	3	1	20	4
312A	Principles of Cost Accounting	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
322M	International Management	3	1	20	4
323M	Social Responsibility and Ethics	3	1	20	4
322M	Creative thinking, Solving Problems and Marketing Decisions	3	1	20	4
322E	Economics of public Finance	3	1	20	4
322M	Material Management	3	1	20	4
322S	Applied Statistics (A)	3	1	20	4
323E	Economics of Investment & Financial Markets	3	1	20	4

## Fourth Level (Management) Business Administration

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
413M	Computer Applications in Management	3	1	20	4
413M	Scientific research Methodologies in Management	3	1	20	4
413S	Operations Research	3	1	20	4
412M	Marketing Research	3	1	20	4
412M	Managerial Communications and Public relations	3	1	20	4
412E	Contemporary Economic Problems	3	1	20	4
412A	Managerial Accounting	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
422M	Strategic Management	3	1	20	4
422M	Constructing Teams Work	3	1	20	4
422M	Performance Management	3	1	20	4
422M	Contemporary Managerial Problems	3	1	20	4
423M	Managerial Information Systems	3	1	20	4
423S	Applied Statistics ( B )	3	1	20	4
423F	Graduation Project	3	-	20	4



## Third Level (Economic)

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
312E	Economics of Industry & Transportation	3	1	20	4
312E	Contemporary Economic Issues	3	1	20	4
312E	Economics of Energy and Petroleum	3	1	20	4
312S	Insurance & its Mathematics	3	1	20	4
312E	Development and Economic Planning	3	1	20	4
312A	Principles of Cost accounting	3	1	20	4
313M	Finance and Financial Management	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
322E	History of Economic Thought	3	1	20	4
322E	Labor economics and Human Resource Development	3	1	20	4
322E	Mathematical Economics	3	1	20	4
322E	Economics of Public Finance	3	1	20	4
322M	International Management	3	1	20	4
322S	Applied Statistics (A)	3	1	20	4
323E	International Economic Organization (A)	3	1	20	4

## Fourth Level (Economic)

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
412E	Economics of Population and Economics Well- Being	3	1	20	4
412E	Social Economics	3	1	20	4
412E	Economics of Small Projects	3	1	20	4
412E	Monetary and Banking Policies	3	1	20	4
413E	Research Methods in Applied Economics	3	1	20	4
412E	Contemporary Economic Problems	3	1	20	4
412A	Managerial Accounting	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
423E	International Economic Alliance	3	1	20	4
422M	International Marketing	3	1	20	4
422E	Econometrics	3	1	20	4
422E	Feasibility Studies and Economic Evaluation of Projects	3	1	20	4
423E	Economics of Investment and Financial Markets	3	1	20	4
423S	Applied Statistics ( B )	3	1	20	4
423F	Graduation Project	3	-	20	4

## **Third Level (Economics)** **(Economics of Banks and Capital Markets)**

### **First Term**

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
312E	Central Bank and Currency Markets	3	1	20	4
313E	Economics of Investment and Capital Markets	3	1	20	4
313E	Monetary Theory	3	1	20	4
313E	Economics of Electronic Commerce	3	1	20	4
312A	Principles of Cost accounting	3	1	20	4
312E	Economics of Specialized Banks	3	1	20	4
312E	Development and Economic Planning	3	1	20	4

### **Second Term**

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
322M	International Management	3	1	20	4
322E	Electronic Exchange Markets	3	1	20	4
323E	Economics and Finance Lease	3	1	20	4
323E	International Economic Organizations	3	1	20	4
322S	Applied Statistics (A)	3	1	20	4
322E	Mathematical Economics	3	1	20	4
322E	Economics of Public Finance	3	1	20	4

**Fourth Level (Economic)**  
**(Economics of Banks and Capital Markets)**

**First Term**

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
413E	International Investment	3	1	20	4
413E	International Financing Institutions	3	1	20	4
412E	Portfolio Invest	3	1	20	4
412E	Contemporary Economic Problems	3	1	20	4
413A	Financial Statements Analysis	3	1	20	4
413E	Research Methods in Applied Economics	3	1	20	4
412A	Managerial Accounting	3	1	20	4

**Second Term**

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
422M	International Marketing	3	1	20	4
423E	Economics of International companies	3	1	20	4
423E	Economics of Investment & Financial Markets	3	1	20	4
422E	Econometrics	3	1	20	4
423S	Applied Statistics ( B )	3	1	20	4
422E	Feasibility Studies and Economic Evaluation of Projects	3	1	20	4
423F	Graduation Project	3	-	20	4

## Third Level (Statistics)

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
313M	Finance and Financial Management	3	1	20	4
311A	Principals of Cost Accounting	3	1	20	4
312S	Theory of Probability	3	1	20	4
312S	Advanced Mathematics	3	1	20	4
312S	Sampling	3	1	20	4
312S	Insurance & its Mathematics	3	1	20	4
312E	Development and Economic Planning	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
322M	International Management	3	1	20	4
322S	Theory of Statistics (A)	3	1	20	4
323S	Experimental Design	3	1	20	4
322S	Operations Research (A)	3	1	20	4
322E	Economics of Public Finance	3	1	20	4
322S	Econometrics(A)	3	1	20	4
322S	Applied Statistics (A)	3	1	20	4

## Fourth Level (Statistics)

### First Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
412S	Econometrics (B)	3	1	20	4
413S	Demographic Statistics	3	1	20	4
412S	Personal Insurance	3	1	20	4
412E	Contemporary Economic Problems	3	1	20	4
412A	Managerial Accounting	3	1	20	4
412S	Theory of Statistics (B)	3	1	20	4
413S	Scientific Research Methodologies in Statistics	3	1	20	4

### Second Term

Code	Course Title	Total hours		Total Grades	Midterm Grades
		Lecture	Practical		
423M	Strategic Management	3	1	20	4
422S	Order Statistics	3	1	20	4
422S	Operations Research (B)	3	1	20	4
423S	Computer Applications in Statistics	3	1	20	4
423S	Applied Statistics ( B )	3	1	20	4
422S	Theory of Risks and Property Insurance	3	1	20	4
423F	Graduation Project	3	-	20	4

## 8- Student Evaluation System

- A student passes to the next level if he / she succeed in all courses or if he / she fails or was absent in no more than two courses in that level or in the prior levels. In this case, the student takes the exam of the course that he failed with the students of that course in the next year.
- The student obtains the Bachelor degree only if he / she succeed in all courses. Senior student who fail in no more than two courses will have an exam in September. If they fail to pass this exam, they will take that exam again with the students of that course in the first or second semester according to the exam schedule.
- The system of grading, whether for the general grade or for each courses grade, is as follows

Assessment	Symbol	Percentage from total Grade
Excellent	A	more than or equal 85%
Very good	B	from 75% to less than 85%
Good	C	from 65% to less than 75%
Pass	D	from 50% to less than 65%
Poor	F	from 30% to less than 50%
Very poor	FF	less than 30%

In all cases, it is necessary to get 30% from the Total Grades of final exam.

- For the calculation of the general grade or for each level's grade (in terms of the percentage mentioned in the above table), use the following equation

$$\text{Percentage} = \frac{\text{Total grades of the student}}{\text{Maximum grades for all courses}} \times 100$$

- The time allocated for the final exam is three hours for all courses except for courses that take 2 hours per week.

- In the case of courses that take 2 hour per week, the time allocated for the final exam is 2 hours.

## **9- Graduation Project**

- Senior students carry out a graduation project during the last two semester in the faculty , this project is under the supervision of one of the academic staff and in one of the fields that suggested by the department board.
- This project has 3 hours per week.
- Its maximum grade is 20 and it's not added to the total grads of the student.
- A student must succeed in this course in order to graduate.
- The project is discussed and evaluated by a committee formed by the department board and the faculty board set the required regulations for this.

A graduate can choose to further study another major from the main majors at their affiliated department, in order to obtain another Bachelor degree within the same language of their initial study. This should be within five years from the graduate's graduation date. The graduate **MUST** successfully pass the main courses in the new major especially if it doesn't match with their first major. An exception to that are the courses that the graduate has already passed during their first Bachelor degree. The College Board sets the rules and procedures regulating that and the student bare the stated expenses.



## 10- Scientific Content

### First Level (General)

#### First Term

Code	Course Title	Units number	Course Contents
111A	Principles of Accounting(A)	3 Hours Per Week	Analysis of transactions - Accounting cycle in service enterprises - Recording in journal - Posting to ledger accounts - Accounting for business enterprises - Accounting for notes receivables & notes payable - Financial accounting concepts - Accounting for liabilities and their adjustments - Accounting errors- Accounting methods.
111E	Principles of Economics (A)	3 Hours Per Week	The economic problem - Demand, supply and market equilibrium - The concept of elasticity - Market system consumer choice -The production process - Cost of production; short- run - long - Run cost of production - Labor, land and capital market - General equilibrium - Monopoly- The role of government - Income distribution & poverty.
111M	Principles of Management(A)	3 Hours Per Week	Definition -The importance of management -Development of managerial thought- Management principles -Designing managerial policies- Types of managerial policies-Scientific course in management study-Organizations types-Managerial functions - Factors affecting manger role.

111M	Behavioral Sciences	3 Hours Per Week	Performance and its determinates - The behavioral determinates - Motivated and frustrated behavior - Perception - Attitudes - Personality - Learning- Motivation- Communication - Participation in management - Work stress - Organizational conflict.
111S	Principles of Mathematics(A)	3 Hours Per Week	Sets - Permutation and combinations - Equations - Functions - Matrix algebra- Binomial theorem - Series -Linear programming - Limits and continuity - Differentiation - Maximum and minimum of multivariate function - Integration - Selected commercial applications.
111E	Economic Resources	3 Hours Per Week	Important issues in natural resources economics - Natural resources and the economy - Willing to pay / demand - Costs / supply - Efficiency and sustainability - Markets and efficiency - Public policy for natural resources - Principles of analysis - The valuation of natural resources - Mineral economics energy - Forest economics - Marine resources - Land economics - Water resources - Economics of agriculture - Economics of outdoor recreation - Economics of wildlife management - Economics of biodiversity preservation - Natural resources and economic growth - Natural resources decisions in developing countries.
113F	Commercial Studies	3 Hours Per Week	Some topics (in accounting and economics) the student has studied in English language and these topics would be later taught to him in Arabic language too.

## Second Term

Code	Course Title	Units number	Course Contents
121A	Principles of Accounting(B)	3 Hours Per Week	Financial statements and accounting measurement - Adjustments for cash and receivables- Adjustments for notes receivable and short-term investments - Accounting for inventory and pricing methods - Accounting for fixed assets and depreciation methods - Disposal of fixed assets - Concepts, characteristics and procedures of partnerships - Accounting for the establishments of partnerships - Admission of new partners - Retirement of existing partners - Accounting for partnership liquidation.
121E	Principles of Economics (B)	3 Hours Per Week	- The principles of economics - Thinking like an economist - Interdependence and gains from trade - Elasticity and its application - Government policies - Consumers, producers, and the efficiency of markets - Application: the costs of taxation - Application: international trade - Externalities - Public goods and common resources - The design of tax system - The costs of production - Firms in competition markets - Monopoly - Monopolistic competition- The markets for factors of production - Saving, investment, and financial system- Unemployment.

121M	Principles of Management(B)	3 Hours Per Week	Management concept-Planning function-Managerial decisions-Organization function-Organizational structure-Work team-Incentives and motivation-Communications- The managerial behavior-The effective supervisions-Controlling function-Controlling and performance evaluation.
123E	Economic Legislations	2 Hours Per Week	An introduction to law and economics - A brief review of microeconomic theory - A brief introduction to law and legal institutions - An economic theory of property - Topics in the economics of property law - An economic theory of tort law - Topics in the economics of tort liability -An economic theory of contract law - Topics in the economics of contract law- Topics in the economics of the legal process - An economic theory of crime and punishment - Topics in the economics of crime and punishment.
123M	Production Management	3 Hours Per Week	Definition -Importance - Determinants- Methods to measure- Performance b\w theory-Integrated approach- Balanced performance- Comparative performance - Productivity management- Measure and analyze productivity- Stages to improve productivity.

121S	Principles of Mathematics(B)	3 Hours Per Week	Simple interest & amount - Periodic interests -Discount - Annuities - Exchanging of loans and equation of value at simple interest - Amortization schedule for short term loans - Compound interest and amount - Discount -Annuities - Exchanging of loans and equation of value at compound interest - Amortization schedule for long term loans - Capital - Bonds.
123F	Electronic Programs Applications	3 Hours Per Week	<p><b>Computer Basics</b> (What is the computer?-The components of a computer-How a computer works-How software works-Use of computers-How a computer processes information-How the computer's memory works-How data is stored).</p> <p><b>Windows Basics</b>(Mouse and keyboard with Windows 8-The new metro touch screen interface-Charm Bar start button-App settings-Switching Apps-Semantic zoom-Closing Apps-Internet explorer tabs).</p> <p><b>Customizing Windows</b> (Customize the windows 8 start screen- The Windows 8 control panel: Personalize-Users-Notifications-Privacy-General (Settings)-Search-Share-Send-Ease of access-Devices-Sync PC Settings-Windows update-Category view- Dual boot for Windows 8 on your computer-Windows 8 keyboard shortcut list).</p> <p><b>Excel Basics</b> (Starting and quitting Excel program-The Microsoft Office button- The quick access toolbar-The title bar- View menu- Insert</p>

			<p>menu- Format menu- Status bar &amp;Formula bar- Arithmetic operations on scalar- Arrays and Matrices- Entering data, Rules for the order of operations- Open file, copy, cut, paste, and find &amp; replace).</p> <p><b>Creating Charts in Excel</b> (Types of charts- Organization chart- Enhancing Excel charts- Dynamic charts growing- Waterfall charts- Linking a minimum or maximum chart axis value to a cell- Management accounting and Excel spreadsheets).</p> <p><b>Mathematical Functions in Excel and its Applications</b> (The most basic functions- Standard deviation &amp; Quartile functions-Sum product &amp; Conditional sum functions- Logical functions &amp; preventing errors- Drop down lists &amp; Boxes using Excel- Date and time functions- Office holiday leave planner- Applications using Excel).</p>
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## Second Level (General)

### First Term

Code	Course Title	Units number	Course Contents
211A	Intermediate Accounting(A)	3 Hours Per Week	The conceptual framework of financial reporting - International standard for presentation and disclosure - Measurement and presentation of cash - Valuation and presentation of current and fixed assets - Measurement and presentation of intangible assets - Income statement and retained earnings statement - Cash budget -

			Inventory valuation at cost - Inventory valuation at other than cost - Accounting for short-Term and long-term investment.
211S	Principals of Statistics (A)	3 Hours Per Week	Definitions - Tabulation - Graphic presentation - Measures of central tendency - Measures of dispersion - Measures of skewness and kurtosis - Standard values - Simple linear regression and correlation.
211E	Microeconomics Analysis(A)	3 Hours Per Week	The theory of consumer choice - Individual and market- Demand - Applications of consumer choice theories - Exchange, efficiency& prices - Production - Cost of production - Profit maximization - Monopoly - Monopoly price discrimination -Monopolistic competition and oligopoly- Game theory and the economics of information - Natural monopolies - Distribution theory - General equilibrium - Public goods.
212M	Marketing Management	3 Hours Per Week	Definition-Basics-importance-Marketing planning -Marketing information system - Marketing segmentation-Consumer behavior-Product planning-Pricing-Distributing- Promoting-Marketing control-Modern marketing trends.
211E	Economics of Money and Banking	3 Hours Per Week	An overview of the financial system - What is money - Understanding interest rate - The behavior of the interest rate - The risk and term structure of interest rates - The stock market, the theory of rational expectations, and the efficient market hypothesis - An economic analysis of financial structure banking and the

			management of financial institutions banking industry: structure and competition economic analysis of banking regulation - Structure of central banks and federal reserve system- Determinants of the money supply - Tools of monetary policy -The foreign exchange market - The international financial system - The demand for money.
213F	Commercial Law	2 Hours Per Week	<p><b>Part I: Introduction</b> (Reasons for forming companies - Starting a company - Corporate personality - Company law and partnerships).</p> <p><b>Part II: Company law:</b> Egyptian and English (Introduction - The company general theory -The companies of persons - The joint stock company).</p> <p><b>Part III: Negotiable instruments</b> (Definition, kinds and function - Main attribution of the holder - The promissory note -The bile exchange -The cheque - Negotiation)</p> <p><b>Part IV: Bankruptcy</b> (Conditions required -Effects - Administration).</p>
213F	Computer Applications	3 Hours Per Week	<p><b>Financial Functions, Formulae and its Applications</b> (Introduction, compound interest functions, Calculating interest and repayments on a Loan- Making investment decisions using Excel- Payroll enhanced rates calculations-Applications using Excel).</p> <p><b>Matrices</b> (Matlab Basics- Array operations- matrix addition and subtraction- Properties of matrices- Product of two matrices- Matrix</p>



		<p>inverse- Applications using Excel and Matlab).</p> <p><b>Solution of System of Linear Equations</b> (Solve systems of equations by substitution- Solve systems of equations by elimination- Solve square systems of linear equations using reduced row echelon form- Solve systems of linear equations using matrix inverse- Solve over determined systems of linear equations- Solve under determined systems of linear equations- Applications using Excel and Matlab).</p> <p><b>Introduction to SPSS</b> (Introduction- Data view in SPSS- Naming variables in SPSS- Variable view in SPSS, Data editor in SPSS- Types of variables in SPSS, Entering data in SPSS- Creating charts using SPSS).</p> <p><b>Summary Measures using SPSS</b> (What is Statistics?- Descriptive Statistics- Inferential Statistics- Numerical data and categorical data- Nominal, Ordinal, Interval, and ratio data- Sample and population- Measures of central tendency- Measures of variation).</p> <p><b>Commercial Applications Using Excel &amp; Matlab</b> (Statistical applications- Accounting applications- Economic applications- Applications for Management).</p>
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## Second Term

Code	Course Title	Units number	Course Contents
221A	Governmental and National Accounting	3 Hours Per Week	Objectives and the nature of the government body - The basic concepts of governmental accounting - The concept of the state budget and its role and its evolution - The general framework of the general budget of the Arab Republic of Egypt - Classification bases of general budget of the Arab Republic of Egypt- The concept of internal control - Internal controls disbursements and government procurement - Internal control for imprest fund - Internal control of non-cash proceeds - Procedures of Egyptian governmental accounting - Conceptual framework of the national accounting system - Structure of national accounts at the sectoral level - Structure of national accounts at the national level.
221A	Intermediate Accounting (B)	3 Hours Per Week	Accounting for joint stock companies (types of corporations - Procedures of the composition of joint stock companies - Types of capital stock) -Accounting for Issuance of Shares - Accounting for the issuance of bonds - Increase capital stock - Reduce capital stock - Accounting for dividend in joint stock companies - Statement of cash flows (direct method and indirect method) -

			Accounting in retail companies /installment sales - Accounting in the contracting companies - Accounting for the change in accounting policies and estimates.
221E	Macroeconomics Analysis (B)	3 Hours Per Week	The science of macroeconomics - The data of macroeconomics - National income money and inflation - The open economy Unemployment - Economic growth: capital accumulation and population growth - Economic growth: technology, empirics, and policy - Introduction economic fluctuations - Aggregate demand - Aggregate supply and the short run tradeoff between inflation and unemployment - Stabilization policy - Government debt and budget deficit - Consumption - Investment- Money demand and money supply.
222M	Human Resources Management	3 Hours Per Week	The concept -Planning the working force-Job description-Performance evaluation- Setting wages and salaries -Supporting wages-Time and motion study-Recruitment and appointment policy-Promotion policy-Training policy-Working force maintenance and service termination.
221E	International Economics	3 Hours Per Week	Classical trade theory-Introduction / ricardian model neoclassical model and stabilization - Income effects of trade- Basic analysis of tariffs - Non-tariff barriers and export policies Arguments for trade

			intervention WTO system free trade agreements: Supporters and critics foreign exchange market- Fixed exchange rates - Exchange rates and bond markets - Fiscal and monetary policy: Keynesian models under fixed and flexible exchange rates - Fiscal and monetary policy: Neoclassical models under fixed and floating exchange.
221S	Principals of Statistics (B)	3 Hours Per Week	Probability- Discrete and continuous random variables - Some probability distributions - Sampling distributions - Estimation - Testing statistical hypotheses (one sample - two samples)
223F	Commercial Studies (Second Level)	3 Hours Per Week	Some topics (in management and statistics) the student has studied in English language and these topics would be later taught to him in Arabic language too.

### Third Level (Accounting)

#### First Term

Code	Course Title	Units number	Course Contents
312A	Principles of Cost Accounting	3 Hours Per Week	Characteristics and purposes of cost accounting - Distinction between financial accounting and cost accounting - Basic Cost terms and concepts - Cost elements and cost classification approaches and methods - Determination of cost of goods sold in manufacturing & merchandising companies - Cost

			behavior & break - Even analysis - Cost accounting for direct material & direct labor - Cost accounting for factory overhead - Absorption & variable costing
312A	Accounting for Financial Institutions	3 Hours Per Week	The nature of commercial banks activities - Accounting for commercial banks activities - The nature of mutual funds activities - Accounting and disclosure for mutual funds activities - Financial reporting for mutual funds - Core activities of insurance companies - Accounting system for insurance companies.
313A	Accounting Theory	3 Hours Per Week	Historical cost theory - Conceptual framework of financial reporting - Setting accounting standards - Accounting disclosure - Egyptian accounting standard # 2 (inventory) - Egyptian accounting standard # 4 (cash flow statements) - Egyptian accounting standard # 5 (accounting policies and changes in accounting estimates and errors - Egyptian accounting standard # 10 (plant assets and depreciation) - Egyptian accounting standard # 20 (accounting for leases) - Egyptian accounting standard # 23 (accounting for intangible assets) - Egyptian accounting standard # 31 (accounting for assets impairment).
312A	Principles of Auditing	3 Hours Per Week	The demand for audit and other assurance services - The CPA profession - Audit reports - Audit responsibilities and objectives - Audit evidence - Audit planning and analytical procedures - Materiality and risk - Audits of internal control and control risk - Fraud auditing.

312E	Development and Economic Planning	3 Hours Per Week	Introducing economic development: A global perspective - Comparative economic development. Classic theories of economic growth and development - Contemporary models of development and underdevelopment - Poverty, inequality, and development - Population growth and economic development: causes, consequences and controversies - Urbanization and rural-urban migration: theory and policy - Human capital: education and health in economic development - Agriculture transformation and rural development - The environment and development- Development policymaking and the roles of market, state, and civil society - International trade theory and development strategy.
312M	Finance and Financial Management	3 Hours Per Week	Definitions - Objectives- Organizational aspects in financial management-Risk degrees-Financial planning and its importance- Source of finance- The capital cost and methods to calculate-Financial markets- Stock market- Profits policies-Financial analysis basis- Financial analysis methods - Performance assessment of financial markets.
312S	Insurance & its Mathematics	3 Hours Per Week	Insurance: Risk definition - Contents of risk - Risk types - Risk management definition - Risk management methods - Processes of risk management- Risk identification- Risk analysis- Selection of risk management methods - Definition of Insurance-

			Types of Insurance- Principals of Insurance- Insurance market-Supervision & control- Re Insurance. Mathematics of life Insurance: Mortality tables- Calculation of premium- Calculation of commercial premiums- Insurance reserves.
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## Second Term

Code	Course Title	Units number	Course Contents
322A	Principles of Taxation	3 Hours Per Week	Introduction: Scope of tax - Tax period – Tax - Accrual – Taxable income - Tax rates - Tax return – General exemptions .....etc - Income tax on natural persons : (Taxes on salaries & the like - Taxes on non commercial professions - Taxes on revenues of commercial & industrial Activity - Taxes on revenues of real estate wealth)- Obligations of taxpayers : (Tax card - Books & records - Annual tax return - Advance payments - Collection to account of tax - Tax assessment: (Appeal on tax assessment - Correct the final assessment)).
322A	Accounting for Specialist Installations	3 Hours Per Week	Introduction to oil and gas accounting- Brief history of the development of the world-Wide accounting regulatory framework within which international oil companies operate- Different phases of activity for an exploration and production (E&P) oil company and related accounting treatments in

			<p>each phase. Full cost and successful efforts methods- Reserve recognition accounting. Specific risks facing E&amp;P companies on the reporting of activities- International accounting standards. Issues facing the international accounting standards board in setting a comprehensive accounting standard for the oil industry- Work of the oil industry finance association. Latest developments in the accounting area and reference to research papers- Analysis of published financial statements of oil companies.</p>
322A	Environmental Auditing and Accounting	3 Hours Per Week	<p>Introduction to environmental auditing &amp; accounting - .Preparing an environmental audit -Types of environmental audit; the legal context -Conducting an environmental audit -What to audit: environmental effects and performance -What to audit: emissions - What to audit: resource use and waste minimization - Environmental reporting and future developments.</p>
323M	Management of Governmental Organizations	3 Hours Per Week	<p>Definition - Dynamic role - Public administration versus business administration- Organizational culture, bureaucracy ideology, value systems, anatomy and accountability of public organizations - Structure of the government - Public policy - Decision making models and methods - Theories of organizational behavior - The social, political, economic, administration environmental context of administration - Designing a competitive business model - Building a solid strategic.</p>



322S	Applied Statistics (A)	3 Hours Per Week	Analysis of variance- Goodness of fit tests- Nonparametric tests- Multiple regression and correlation analysis- Non linear regression.
323M	International Management	3 Hours Per Week	Basics of international management - Strategic management of international organizations - Place strategies - International decisions - Organizing and controlling in international organizations - Excellence and competition- International marketing - E- International marketing - Multiculturalism -International manager - International human resources management in international organizations.
322E	Economics of Public Finance	3 Hours Per Week	Individuals and government - Efficiency, markets and government - Externalities Public goods - Private goods- Public choice and political process - Cost benefit analysis - Government subsidies - Principles of taxation - Social security and social insurance - Government and health care - Introduction to government finance.

## Fourth Level (Accounting)

### First Term

Code	Course Title	Units number	Course Contents
413A	Contemporary Problems in Tax Accounting	3 Hours Per Week	<b>Part one: Tax on Profits of Juridical Persons:</b> Introduction - Taxable juridical persons - Tax rates - Tax payable - Tax return - Tax withheld at source - Accounting profit & taxable profits -Taxable revenues -

			<p>Ordinary revenues - Secondary revenues - Capital gains - Profits of liquidation - Deductible costs and expenses - Debit returns - Tax depreciation - Taxable capital losses- Non- deductible costs and expenses –Long term contracts .</p> <p><b>Part two: General Sales Tax:</b>  (Under the provisions of law no. (11) for the year of 1991 and its amendments) - Framework of general sales tax (GST) - Taxable products &amp; services - Taxable person - Tax exemptions - Tax rates - Tax credit and tax refund - Determination of taxable value (actual &amp; arbitrary basis) - Obligations of the registrant - Tax invoices - Tax return - Books and records.</p>
412A	Standard Costing System	3 Hours Per Week	<p>Establishment of standards - Setting the standards of materials - Setting the standards of labor - Setting the standards of FOH - Computation and analysis of variances , in a process cost system , in a job order cost system - Analysis of variances in a multiple input manufacturing process - Variances investigation and decision theory - Disposition of variances - Journal entries in a standard cost system - Sales variances- Location of variances on the income statement- Responsibility accounting and performance evaluation.</p>

413A	Financial Statements Analysis	3 Hours Per Week	A framework for business analysis and valuation- Financial analysis/ratio A- analysis - Valuation theory and concepts - Quality of earnings -Security analysis- Credit analysis and financial distress prediction - Mergers and acquisitions.
412A	Accounting Information Systems	3 Hours Per Week	Basic concepts of information system - Nature of working and operation of computers - Components of electronic computers - Measurement quantity of information - Measurement the quality of information - Information systems and decision making - Designing accounting information system - Analysis of accounting information system - Flow charts and decision tables - Economic feasibility study for accounting information systems - Advanced methods for information systems and technology.
412A	Managerial Accounting	3 Hours Per Week	The changing role of Managerial accounting in a dynamic business environment - How managerial accounting adds value to the organization - Objectives of managerial accounting - Where are managerial accountant located in an organization - Managerial accounting as a career - professional organizations - Professional certification- Professional ethics -Basic cost management concepts - Activity - Based costing- Cost - Volume - Profit analysis - Master budget and profit planning - Capital budgeting - Decision making: relevant costs and benefits - The balanced scorecard -Quality control.

413A	Quantitative Methods in Accounting	3 Hours Per Week	Historical development of quantitative methods - Quantitative techniques and their relation to accounting - Controlling inventory by using mathematical and statistical techniques - Linear programming - PERT - Markov chains and their managerial applications - Game theory zero-Sum game - Game theory and transfer pricing - Queuing models and costs.
412E	Contemporary Economic Problems	3 Hours Per Week	International debts - Population dynamics and food production - Poverty estimates and poverty reducing strategies - Rent seeking and economic growth in developing countries - Ongoing fertility transition - Environmental issues in economic growth - Fiscal and monetary policies for economic development - Defense spending and economic growth - Life cycle consumption and economic development - Corruption control in developing countries. Why structural adjustment failed in Africa.

## Second Term

Code	Course Title	Units number	Course Contents
422A	Cost Accounting Systems	3 Hours Per Week	Job- Order costing system - Process costing system - Joint & by product costing system - Contract costing system - Activity – Based costing system (ABC) - Quality control costs - New trends in cost accounting systems ( JIT- BSC....).

423A	Problems in Auditing	3 Hours Per Week	Professional ethics - Legal liability - The impact of information technology on the audit process - Overall \audit plan and audit program - Audit of the sales and collection cycle: Tests of controls and substantive tests of transactions - Audit sampling for tests of controls and substantive tests of transactions - Completing the tests in the sales and collection cycle: Accounts receivable - Audit sampling for tests of details of balances - Audit of the payroll and personnel cycle - Audit of the acquisition and payment cycle: Tests of controls - substantive tests of transactions and accounts payable - Completing the tests in the acquisition and payment cycle: Verification of selected accounts - Audit of the inventory and warehousing cycle - Audit of the capital acquisition and repayment cycle - Audit of cash balances - Completing the audit - Other assurance services - Internal and governmental financial auditing and operational auditing.
422A	Advanced Financial Accounting	3 Hours Per Week	Accounting for branches - Conditions for preparing consolidated financial statement - Procedures for preparing consolidated financial statements - Forms to business combination: equity vs. cost method purchase method - Preparation of consolidated financial statement subsequent to date of acquisition.- Intercompany transactions- Goods exchanged between affiliated

			companies - Fixed assets exchanged between affiliated companies - Accounting treatment for transactions that affects share control - Legal provisions for liquidation of companies in the Egyptian law - Accounting treatment for the liquidation of companies.
422A	International Accounting	3 Hours Per Week	Conceptual framework for the international accounting, and factors affecting price of currencies - Accounting for international commercial transactions using first step - Accounting for international business transactions using the dual method - Accounting for deferred contracts - Translating financial statement prepared in foreign currency - Taxes and pricing of international transfers - Different methods to determining international rate of exchange- Financial and non financial information for evaluating international Companies performance - Standards for evaluating financial and non financial performance for international companies - Implications of the Egyptian accounting standard No. (13) and the effects of changes in foreign currency exchange rates on tax.
423S	Applied Statistics (B)	3 Hours Per Week	Index numbers - Time series analysis - Statistical methods for quality control - Vital statistics.
422M	Strategic Management	3 Hours Per Week	Definition- Importance – Elements – Steps - System approach for solving managerial problems and decision taking- Analyzing the

			strategic situations- Basic strategic alternatives - Competitive advantage through the human resources - Marketing strategies - Financial strategies- Production and quality strategies.
423F	Graduation Project	3 Hours Per Week	How to prepare report or research to solve certain problem - Feasibility study for one of small projects - Preparation of a team project in various applied areas of business - The report should present the objectives of the project, the methodology followed to achieve these objectives, data collected and analysis, the study conclusions and recommendations. The work described in the report should be properly documented.

### **Third Level (Management) Business Administration**

#### **First Term**

<b>Code</b>	<b>Course Title</b>	<b>Units number</b>	<b>Course Contents</b>
312M	Finance and Financial Management	3 Hours Per Week	See Page 43.
312M	Production Planning and Control	3 Hours Per Week	Productivity management definition, importance and determinant factors- Measure and analyze productivity -- Stages to improve productivity- Organizational approach to improve productivity- Human resource productivity-Capital resources productivity-The costs of productivity-Cost management-Cost analysis-Quantitative methods to measure productivity- Develop and improve productivity.

313M	Electronic Management	3 Hours Per Week	Concept of e-Management - Principles- Technologies-Designing e-Management system - Electronic commerce - Business-to-Business activities- Social networking-Mobile commerce- Online auctions-Payment systems for electronic commerce- Marketing in relation to e-Commerce activities.
312M	Small Business Management	3 Hours Per Week	Definitions- Nature of small-scale enterprises-The legal framework - The role of governmental units - Business plan - Managerial process of small-Scale enterprises.
313E	Feasibility Studies and Economic Evaluation of Projects	3 Hours Per Week	Principles for development modeling - The back ground to development appraisal - The theory of development financial feasibility studies - The basic development appraisal equation - Development preliminaries and initial project considerations - Establishing development constraints - Development envelope - The financial appraisal of development schemes investigations required to construct the appraisal - The mechanics of constructing development financial feasibility studies - Sensitivity analysis-risk and uncertainty in development projects - Development appraisal using Ms Excel - Modeling development financial feasibility in Argus developer -Soft ware introduction and case study - Modeling development feasibility in estate master DF -Software outline and case study - Conclusion.
312E	Development and Economic Planning	3 Hours Per Week	See Page 43.
312A	Principles of Cost Accounting	3 Hours Per Week	See Page 41.



## Second Term

Code	Course Title	Units number	Course Contents
322M	International Management	3 Hours Per Week	See Page 46.
323M	Social Responsibility and Ethics	3 Hours Per Week	Definitions- Importance of business ethics-Stakeholders relationships, social responsibility and corporate governance- Ethical decision making - Ethical leadership- Individual factors- Organizational factors- Ethical culture & relationships- Developing an ethics program-Implementing and auditing ethics programs.
322M	Creative thinking, Solving Problems and Marketing Decisions	3 Hours Per Week	Definitions - Importance in business- Blocks to creativity-Theories Of creativity -Creative problem solving process and techniques - Brainstorming - Lateral - Thinking -Paradigm-Breaking techniques.
322E	Economics of Public Finance	3 Hours Per Week	Individuals and government - Efficiency, markets and government - Externalities public goods - Private goods- Public choice and political process- Cost-benefit analysis- Government subsidies - Principles of taxation - Social security and social insurance - Government and health care - Introduction to government finance.
322M	Material Management	3 Hours Per Week	Definition-Scope-Objective-Importance integrated approach materials management-Material planning-Techniques of material planning - MRP purchasing, procedure & pricing issues - Inventories, definition, importance,

			and classification of inventories- Inventory control techniques ,principles and codification- Economic order.
323S	Applied Statistics (A)	3 Hours Per Week	See Page 46.
323E	Economics of Investment & Financial Markets	3 Hours Per Week	The place of financial markets in the economy - The supply for securities - The demand for securities - Securities markets and their efficiency – The determinations of equity prices - Security analysis - Options and options pricing - Future contracts and future markets - Future prices - Regulation of financial markets - Future and portfolio management - The role of expectations - Hedgers and speculators and market equilibrium.

## Fourth Level Management Business Administration

### First Term

Code	Course Title	Units number	Course Contents
413M	Computer Application In Management	3 Hours Per Week	<b>Computer Applications for Managers</b> (Introduction- Manager skills- Steps in problem solving,- The Role of modeling in solving a problem- Usual approach to making a decision- Problem solving using Excel- Sign up the report- Management applications using Excel & Matlab). <b>Collecting Data for Management Applications</b> (Importance of data

		<p>collection- classify data in different ways- Identify sources of data- Understand the concept of populations and samples- Discuss the reasons for using samples- Describe and use different types of samples, Management applications using Excel &amp; Matlab).</p> <p><b>Regression and Curve Fitting</b> (Measuring Relationships- Linear relationships- Measuring the strength of a relationship- Multiple regression- curve fitting- Management applications using Excel &amp; Matlab).</p> <p><b>Forecasting</b> (Forecasting in organizations- Types of forecasting, Judgmental forecasts- Projective forecasts- forecasts with seasonality and Trend- Management applications using Excel &amp; Matlab).</p> <p><b>Solution for Linear Programming Problems</b> (Introduction to MATLAB solvers- Types of constraints- Entering LPP data to Matlab solver- Run Matlab solver &amp; view Results- Working with Excel solvers- Entering LPP data to Excel solver- Run Excel solver &amp; View results,-Management applications using Excel &amp; Matlab- Comparison between MATLAB and Excel solution).</p> <p><b>Commercial Applications Using Excel &amp; Matlab</b> (Selected problem for management applications).</p>
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413M	Scientific Research Methodologies in Management	3 Hours Per Week	Scientific research approach- Research problems-Making hypothesis - Research variables; definition , types and measurement-Methods of doing the scientific research - Exploratory research- The historical approach in research - Collecting the secondary data-Methods of collecting primary data - Sampling-Data description and the statistical analysis- Research report .
413S	Operations Research	3 Hours Per Week	Linear programming: - Formulation of linear programming models - Graphical and mathematical solution of linear programming models - Sensitivity analysis for linear programming models- Transportation and assignment models: Formulation and solution of transportation and assignment models- Analysis and activity networks: CPM networks- - PERT network- Time / cost - Analysis of networks.
412M	Marketing Research	3 Hours Per Week	Scientific research approach- Research problems-Making hypothesis - Research variables; definition , types and measurement-Methods of doing the scientific research - Exploratory research- The historical approach in research - Collecting the secondary data-Methods of collecting primary data - Sampling-Data description and the statistical analysis- Research report .
412M	Managerial Communications and Public relations	3 Hours Per Week	Managerial communications: definition, importance, different types basic elements ,basic skills required, its process and obstacles affecting

			Managerial Communications- Different policies for advertisement and publications-Concepts for advertisement and publications-Importance - Different policies-Theoretical and empirical aims - Different means- Advertisement and publications management process-The relationship between managerial Communications and advertisement publications.
412E	Contemporary Economic Problems	3 Hours Per Week	See Page 49.
412A	Managerial Accounting	3 Hours Per Week	See Page 48.

## Second Term

Code	Course Title	Units number	Course Contents
422M	Strategic Management	3 Hours Per Week	See Page 51.
422M	Constructing Teams Work	3 Hours Per Week	Managing teams-Managers as Leaders-Team implementation processes-Managing team's performance -Trust in virtual teams-Self regulating teams-Organizational learning in teams-Collective action in the top management team.
422M	Performance Management	3 Hours Per Week	Definition - Importance - Determinants- Methods to measure-Performance b\w theory- Integrated approach- Balanced performance-Comparative performance - Productivity management- Measure and analyze productivity- Stages to improve productivity.

422M	Contemporary Managerial Problems	3 Hours Per Week	<p>Ways to recognize indications of problems</p> <ul style="list-style-type: none"> <li>- Ideas to help decide which problems to work on first</li> <li>- How a formal problem-solving approach can improve the effectiveness of the whole organization-</li> <li>Building a common problem-Solving language</li> <li>- Five questions to determine which problems need a team and which problems one person working alone can effectively handle</li> <li>- How data leads to information and information points the way knowledge</li> <li>- Subjective versus objective data</li> <li>- Attribute data versus variable data-</li> <li>Using data to infer and make judgments</li> <li>- Discipline problem-solving model</li> <li>- DMAIC project cycle-</li> <li>Xerox problem-solving process-</li> <li>Boeing process flow for working projects</li> <li>- A generic six-sep problem-Solving model.</li> </ul>
423M	Managerial Information systems	3 Hours Per Week	<p>Concepts- Managerial communication and information system</p> <ul style="list-style-type: none"> <li>-Information system and computer-</li> <li>Organizing and managing database-</li> <li>Computer applications programs-</li> <li>Construction and developing of information systems-</li> <li>Success and failure factors</li> <li>-Manufacturing and industrialization information system-</li> <li>Marketing information system-</li> <li>Finance and investment information system-</li> <li>Human resource information system-</li> <li>Managerial decisions-</li> <li>Decision support information system .</li> </ul>

423S	Applied Statistics(B)	3 Hours Per Week	See Page 51.
423F	Graduation Project	3 Hours Per Week	See Page 52.

## **Third Level (Economic)**

### **First Term**

<b>Code</b>	<b>Course Title</b>	<b>Units number</b>	<b>Course Contents</b>
312E	Economics of Industry & Transportation	3 Hours Per Week	General equilibrium models for transportation economies - Transport in spatial models - New economic geography: the role of transport costs - Valuation of travel time saving - Dynamic traffic modeling - Cost functions for transport firms - Theory of external cost - Airport governance and regulation - Competition and regulation in air transport - Competition and regulation in maritime transport - Competition and regulation in seaports - Economics of transport logistics.
312E	Contemporary Economic Issues	3 Hours Per Week	International debts - Population dynamics and food production - Poverty estimates and poverty reducing strategies - Rent seeking and economic growth in developing countries - Ongoing fertility transition - Environmental issues in economic growth - Fiscal and monetary policies for

			economic development - Defense spending and economic growth - Life cycle consumption and economic development - Corruption control in developing countries - Why structural adjustment failed in Africa.
312E	Economics of Energy and Petroleum	3 Hours Per Week	Refinery products - Refinery feed stocks - Crude distillation - Oil and oil prices - The markets of energy - Natural gas - The taxation of oil extraction - The management of petroleum wealth - Petroleum discoveries and structural changes - Theories of price formation for petroleum rents - Some principles of petroleum production.
312S	Insurance & its Mathematics	3 Hours Per Week	See Page 43.
312E	Development and Economic Planning	3 Hours Per Week	See Page 43.
312A	Principles of Cost Accounting	3 Hours Per Week	See Page 41.
313M	Finance and Financial Management	3 Hours Per Week	See Page 43.

## Second Term

Code	Course Title	Units number	Course Contents
322E	History of Economic Thought	3 Hours Per Week	Physiocrates - Locke and Hume on property - Hume on interest and trade - Smith's wealth of nation - Malthus view on population - Value and distribution - International trade - John Stuart Mill - Marx historical school - Marginal revolution - Marshall - Money: Fisher, Marshall.



322E	Labor Economics and Human Resource Development	3 Hours Per Week	The neoclassical theory of labor supply- The choice between consumption and leisure - Life cycle and retirement - Econometrics of labor supply - Education and health capital - Causal relationship between income and capital - Benefits and costs of education - Basic job search theory - The tradeoff between insurance and incentives - The hazard function.
322E	Mathematical Economics	3 Hours Per Week	Basic mathematical concepts - Basic and linear functions - Convex sets – Concave programming - Differentiation linear programming - The theory of competitive markets - Demand theory - The stability of competitive equilibrium – Matrices - Discrete time model.
322E	Economics of Public Finance	3 Hours Per Week	See Page 46.
322M	International Management	3 Hours Per Week	See Page 46.
323S	Applied Statistics(A)	3 Hours Per Week	See Page 46.
323E	International Economic Organization(A)	3 Hours Per Week	Theories of international organization - History of international organization - Policy making in international organization – Activities international- Organization – International - Organization as political system - Actors demand and support - Decision making in international organization- What international organization produce- Welfare and economic relations - The Environment - Human rights - Images of world Oder.

## Fourth Level Economic (General)

### First Term

Code	Course Title	Units number	Course Contents
412E	Economics of Population and Economics Well- Being	3 Hours Per Week	Introduction- Measuring well-being - Gender equity- Health policy - Occupational health and labor unions - Development and quality of life - Differential influence of income on judgment of life - New measures of Well-being - Pareto efficient allocation - Pareto and equilibrium - Assessing Well-Being - Population problem - Determinants of population health and well-being.
412E	Social Economics	3 Hours Per Week	Conceptual dilemmas about social economy - Social economy and development - Theory of social economy - Capital and imperialism - social economy, economic development and socialism - Unemployment – Crime – Poverty - Public and private goods - Economics of health - pollution- Population and standard level.
412E	Economics of Small Projects	3 Hours Per Week	Project management discipline - Concerns for small projects - Managing and leading small projects - Project management process for small projects - Planning for small projects - Initiating process - Planning for simple projects - Controlling process - Closing process Summary - Managing multiple small projects - Building effective team- Transitioning to larger projects.

412E	Monetary and Banking Policies	3 Hours Per Week	Theoretical fundamentals of monetary policy - Demand for money - Money supply process - Monetary policy transmission - Ultimate goal and the final targets of monetary policy - Institutional framework for monetary policy - Design of the central bank legislation - Strategies (simple rules) for stability oriented monetary - Policy- Important building blocks of open economy- The conduct of monetary policy by the world major central bank - The instruments of monetary policy - Monetary policy strategies in an open economy.
413E	Research Methods in Applied Economics	3 Hours Per Week	Introduction to economic research methods - Overview of the research process-Inductive and deductive approach - Secondary vs. primary sources of information - Accessing economic data sources - Finding a research topic - Purpose of the research - Conducting a research topics - Economic modeling - Hypothesis testing - Empirical methodologies - Search strategies
412E	Contemporary Economic Problems	3 Hours Per Week	See Page 49.
412A	Managerial Accounting	3 Hours Per Week	See Page 48.

## Second Term

Code	Course Title	Units number	Course Contents
423E	International Economic Alliance	3 Hours Per Week	Meaning alliance - Alliance activity- Alliance failure - Alliance development framework - Alliance strategy formulation - Alliance partner selection - Alliance negotiation - Alliance design Alliance management Alliance evaluation Alliance termination-Supplier alliances.
422M	International Marketing	3 Hours Per Week	Basics of international marketing - International marketing environment- International marketing research- International marketing \decisions - International marketing mix - International product - International pricing strategies - International promotional strategies - International marketing managerial process - International markets invasion - Problems of Egyptian exports.
422E	Econometrics	3 Hours Per Week	An Introduction to econometrics - The simple linear regression model - Interval estimation and hypothesis testing - Prediction, goodness of fit and modeling issues- Multiple linear regression model - Heteroskedasticity - Stationary variables- Simultaneous equation models - Vector error correction models- Panel data models - Qualitative models- Sampling distribution.
422E	Feasibility Studies and Economic Evaluation of Projects	3 Hours Per Week	See page 53.

423E	Economics of Investment and Financial Markets	3 Hours Per Week	The place of financial markets in the economy - The supply for securities - The demand for securities- Securities markets and their efficiency - The determinations of equity prices - Security analysis - Options and options pricing - Future contracts and future markets - Future prices - Regulation of financial markets - Future and portfolio management - The role of expectations - Hedgers and speculators and market equilibrium.
423S	Applied Statistics (B)	3 Hours Per Week	See Page 51.
423F	Graduation Project	3 Hours Per Week	See Page 52.

**Third Level (Economics)**  
**(Economics of Banks and Capital Markets)**  
**First Term**

<b>Code</b>	<b>Course Title</b>	<b>Units number</b>	<b>Course Contents</b>
312E	Central Bank and Currency Markets	3 Hours Per Week	Monetary beliefs and the power of central bank - What objectives for monetary policy/ - Financial stability and monetary policy - Coordinating expectations in monetary policy - The organizational structure of banking supervision - Bank capital requirement and the control of bank failure - Crisis management, lender of last resort and the changing

			nature of banking industry - Crisis prevention the fundamental safety net - Assets valuations - International capital movements and the international dimensions to financial crisis - The experience of banking crisis - The links between financial stability policy and monetary policy.
313E	Economics of Investment and Capital Markets	3 Hours Per Week	The world: people, production and capital market - Currency markets and exchange rates - Capital markets returns in equilibrium - Asset allocation - Portfolio management - Stock markets around the world - Historical returns on world equities - Equity returns over the very long run - Analyzing the world equity markets: The search for higher returns - Bond markets around the world - World bond markets: Historical returns and yields - Inflation around the worlds - Real estate - Venture capital.
313E	Monetary Theory	3 Hours Per Week	Empirical evidence of money, prices and output - Money in the utility function - Money and transactions - Money and public finance - Money output and inflation in the short run - Money and the open economy - The credit channel of monetary policy - Discretionary policy and time inconsistency - Monetary policy operating procedures - Interest rates and monetary policy- Policy analysis in new Keynesian model - Targeting regimes and instrument tools.

313E	Economics of Electronic Commerce	3 Hours Per Week	Introduction to electronic commerce - Technology infrastructure :The internet and world wide web - Selling on the web: revenue models and building a web presence - Marketing on the web - Business to business activities: improving efficiency and reducing costs - Social networking, Mobil commerce, and online auctions - The environment of electronic commerce: legal, ethical and tax issues - Web servers' hard ware and software - Electronic commerce software - Electronic commerce security - Payment system of electronic commerce - Planning system of electronic commerce.
312A	Principles of Cost Accounting	3 Hours Per Week	See Page 41.
312E	Economics of Specialized Banks	3 Hours Per Week	The business of banking - Development of U.S. banking - Money and interest - Deposits in banks - Negotiable instruments - Bank loans - Mortgages - Commercial lending - Specialized bank services - Employment opportunities - Promoting the bank - Security and ethics.
312E	Development and Economic Planning	3 Hours Per Week	See Page 43.

## Second Term

<b>Code</b>	<b>Course Title</b>	<b>Units number</b>	<b>Course Contents</b>
322M	International Management	3 Hours Per Week	See Page 46.
322E	Electronic Exchange Markets	3 Hours Per Week	The cash markets - How do the money market and foreign exchange work. - What instruments are used in the markets?- Trading in the money market and foreign exchange. - Factors influencing trading. - Electronic trading system - Trading on the exchange - Coupon bearing instruments - Discount instrument - Money market derivatives - Transactions instruments - FX derivatives.
323E	Economics and Finance Lease	3 Hours Per Week	Role and operation of leasing and assets finance- The economic role of assets finance. – Risk underwriting - Portfolio risk - The Basle proposal on capital adequacy - Credit risk- Operational risk- law, taxation, and accounting- Legal features of cross border transaction- State aid and procurement- Taxation- Lease evaluations - Accounting-the capitalism issue
323E	International Economic Organizations	3 Hours Per Week	Theories of international organizations - History of international organizations - International organizations as political system - Actor's demand and support: the input dimension - Decision making in international organizations: The conversion process - What international organizations produce: The output



			dimension – Securities - Welfare and economic relations - The environment - Human rights - Between world state and international anarchy: images of world order - International organizations and sovereign risk - The effects of good companies.
323S	Applied Statistics (A)	3 Hours Per Week	See Page 46.
322E	Mathematical Economics	3 Hours Per Week	Basic mathematical concepts - Basic and linear functions - Convex sets - Concave programming - Differentiation - Linear programming- The theory of competitive markets - Demand theory - The stability of competitive equilibrium- Matrices – Discrete time model .
322E	Economics of Public Finance	3 Hours Per Week	See Page 46.

**Fourth Level Economic  
(Economics of banks, and capital markets)  
First Term**

<b>Code</b>	<b>Course Title</b>	<b>Units number</b>	<b>Course Contents</b>
413E	International Investment	3 Hours Per Week	Demand and supply analysis: Introduction - Demand and supply analysis: consumer demand- Demand and supply analysis: the firm demand - The firm and market structure - Aggregate output , prices and Economic growth - Understanding business cycle - Monetary and fiscal policy

			<ul style="list-style-type: none"> <li>- International trade and capital flows</li> <li>- Currency exchange rates</li> <li>- Currency exchange rates: Determination and forecasting-</li> <li>- Economic growth and investment decisions</li> <li>- Economics of regulations.</li> </ul>
413E	International Financing Institutions	3 Hours Per Week	<ul style="list-style-type: none"> <li>Role of financial markets and institutions-</li> <li>What is IMF? - How to control IMF? -</li> <li>How governments participate in IMF programs? - The world bank -</li> <li>Determination of interest rates -</li> <li>Structure of interest rates -</li> <li>Foundation of the FED-</li> <li>- Monetary policy - Money markets-</li> <li>- Bond markets - Bond valuations and risk -</li> <li>Mortgage markets -</li> <li>Stock offerings and investor monitoring. -</li> <li>Swap markets -</li> <li>Commercial bank operations -</li> <li>Bank regulations, performance and management -</li> <li>Mutual fund operations.</li> </ul>
412E	Portfolio Invest	3 Hours Per Week	<ul style="list-style-type: none"> <li>Financial markets, players and instrument-</li> <li>Risk and return -</li> <li>Distributional properties of financial markets series -</li> <li>From utility to indifference curve -</li> <li>Capital allocation line -</li> <li>Optimal risky portfolios -</li> <li>Factor and index models -</li> <li>The capital assets and pricing models -</li> <li>Arbitrage pricing theory -</li> <li>The efficient market hypothesis -</li> <li>The valuation of bonds -</li> <li>The valuation of equity -</li> <li>International portfolio and currency risk -</li> <li>Efficient markets.</li> </ul>

412E	Contemporary Economic Problems	3 Hours Per Week	See Page 49.
413A	Financial Statements Analysis	3 Hours Per Week	See Page 48 .
413E	Research Methods in Applied Economics	3 Hours Per Week	See Page 64.
412A	Managerial Accounting	3 Hours Per Week	See Page 48.

## Second Term

Code	Course Title	Units number	Course Contents
422M	International Marketing	3 Hours Per Week	See Page 65.
423E	Economics of International Companies	3 Hours Per Week	The global economy - Globalization- International trade and income - Trade and multinational activity - Measuring international capital mobility- Trade, comparative advantage and competition- Modern trade theory: the role of the firm- Trade restriction and trade policy- Firms, locations and distance- Managing across borders- Capital, currency and crisis- Currency crisis and exchange rates policy- Gains from international capital mobility- Financial crisis, firms and the open economy.

423E	Economics of Investment and Financial Markets	3 Hours Per Week	The place of financial markets in the economy - The supply for securities- The demand for securities- Securities markets and their efficiency- The determinations of equity prices- Security analysis - Options and options pricing - Future contracts and future markets - Future prices - Regulation of financial markets - Future and portfolio management - The role of expectations - Hedgers and speculators and market equilibrium.
422E	Econometrics	3 Hours Per Week	See Page 65.
423S	Applied Statistics (B )	3 Hours Per Week	See Page 51.
422E	Feasibility Studies and Economic Evaluation of Projects	3 Hours Per Week	See Page 53.
423F	Graduation Project	3 Hours Per Week	See Page 52.

### **Third Level (Statistics)**

#### **First Term**

<b>Code</b>	<b>Course Title</b>	<b>Units number</b>	<b>Course Contents</b>
312M	Finance and Financial Management	3 Hours Per Week	See Page 43.
312A	Principles of Cost Accounting	3 Hours Per Week	See Page 41.

312S	Theory of Probability	3 Hours Per Week	Sets- Probability (conditional probability, independence and Bayes theorem)- Random variables (discrete and continuous)- Moment and probability generating functions - Markov chains.
312S	Advanced Mathematics	3 Hours Per Week	Matrix algebra -Differential calculus (Functions of several variables) - Integrals (more than one variable) - Maximum and minimum of multivariable functions- Quadratic forms - Input output analysis- Matrix differentiation- Applications.
312S	Sampling	3 Hours Per Week	Introduction- Simple random sampling - Stratified random sampling - Systematic sampling- Cluster sampling.
312S	Insurance & its Mathematics	3 Hours Per Week	See Page 43.
312E	Development and Economic Planning	3 Hours Per Week	See Page 43.

## Second Term

Code	Course Title	Units number	Course Contents
322M	International Management	3 Hours Per Week	See Page 46.
322S	Theory of Statistics (A)	3 Hours Per Week	<b>Special discrete distributions:</b> Bernoulli and Binomial distribution - Geometric and Negative Binomial distribution - Poisson distribution. <b>Special continuous distributions:</b> Uniform distribution -Gamma and Beta distribution - Normal distribution- Distributions of functions of random variables- Sampling distributions.

323S	Experimental Design	3 Hours Per Week	Introduction - The completely randomized design - Randomized complete block design - Latin square - Factorial design - Analysis of covariance.
322S	Operations Research (A)	3 Hours Per Week	See page 57.
322E	Economics of Public Finance	3 Hours Per Week	See Page 46.
322S	Econometrics(A)		Nature of Econometrics - Methodology of Econometric research - Economic models - Simple linear regression model - Multiple linear regression model - General linear regression model - Applications for some special functions.
323S	Applied Statistics (A)	3 Hours Per Week	See Page 46.

## Fourth Level (Statistics)

### First Term

Code	Course Title	Units number	Course Contents
412S	Econometric(B)	3 Hours Per Week	Special topics in Econometrics - Linear restrictions - Tests for forecasting power of a regression models - Model selection criteria- Estimation of nonlinear regression models - Dummy variables - Nested and non nested tests - Some Econometrics problems- Simultaneous equation models.

413S	Demographic Statistics	3 Hours Per Week	Basic concepts- Population data sources- Population projection - Births & deaths rates- Adjustment of death rates- Fertility analysis- Population growth- Population prediction- Life tables
412S	Personal Insurance	3 Hours Per Week	Life assurance: Meaning of life assurance- - Historical backgrounds - Principals of life assurance- Types of life assurance Individual- Accidents insurance: The Meaning of insurance-The contract of insurance - Additional Coverage- Health insurance- Group health insurance.
412E	Contemporary Economic Problems	3 Hours Per Week	See Page 49.
412A	Managerial Accounting	3 Hours Per Week	See Page 48.
412S	Theory of Statistics (B)	3 Hours Per Week	Point estimation (methods and properties) - Interval estimation - Testing statistical hypotheses.
413S	Scientific Research Methodologies in Statistics	3 Hours Per Week	Fundamentals of scientific techniques for research: Nature of scientific research - Elements of scientific research - Concepts of scientific research - Selection of research problem- Nature of hypotheses and its elements - Methods of scientific research: Experimental method - Survey method - Case study method - Methods of data collection - Types of samples- Presentation and tabulation of data- Analysis of data - Interpretation of results - Kinds of reports- General and specialized references - Applied case study.

## Second Term

<b>Code</b>	<b>Course Title</b>	<b>Units number</b>	<b>Course Contents</b>
423M	Strategic Management	3 Hours Per Week	See Page 51.
422S	Order Statistics	3 Hours Per Week	Definitions and notation - Distribution of single order statistics- Distribution of two or more order statistics- Derived distributions (difference, ratio,...)- Moments- Free distribution.
422S	Operations Research (B)	3 Hours Per Week	Integer linear programming- Queuing theory- Theory of games- Maximal flow networks- Shortest route networks.
423S	Computer Applications in Statistics	3 Hours Per Week	SPSS package: Introduction to the package- - Preparation of data files- Descriptive statistics- Inductive statistics- Working with output- Questionnaire.
423S	Applied Statistics (B)	3 Hours Per Week	See Page 51.
422S	Theory of Risks and Property Insurance	3 Hours Per Week	General principals of risk & insurance - Programs of risk management - Investments of insurance companies - Portfolio selection - Technical insurance risk - Re insurance - Types of property insurance - Fire insurance - Transport insurance - Marine insurance - Theft Insurance - Engineering insurance.
423F	Graduation Project	3 Hours Per Week	See Page 52.