

Planning and Quality Assurance Affairs

Form (A)

Course Specifications

General Information

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| Course name | Laboratory Management & Quality Control |
| Course number | AMSL4234 |
| Faculty | |
| Department | |
| Course type | Major Needs |
| Course level | 4 |
| Credit hours (theoretical) | 2 |
| Credit hours (practical) | 0 |
| Course Prerequisites | |

Course Objectives

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| 1 - Laboratory Management and Quality control - AMSL 4234 |
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Intended Learning Outcomes

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| Knowledge and Understanding | * The aim of this course is to teach the students :styles , universality and effectiveness of management managerial function and procedure for developing organizational structure . Basis for relationship , leadership goals , communication and job description . Quality control and assurance. |
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Course Contents

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| 1 - Week No 1 : Meaning of management |
| 2 - Week No 2 : styles of management |
| 3 - Week No 3 : universality of management |
| 4 - Week No 4 : Effectiveness of management |
| 5 - Week No 5 : Managerial functions |
| 6 - Week No 6 : Managerial objectives |
| 7 - Week No 7 : Procedures and guide lines for developing organizational structure |
| 8 - Week No 8 : Basis for relationship between levels |
| 9 - Week No 9 : Leadership and goals of leadership |
| 10 - Week No 10 : Communication and job description |
| 11 - Week No 11 : Quality control and assurance |

Teaching and Learning Methods

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| 1 - Using LCD Method showing the pictures and tables |
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Students Assessment

| <u>Assessment Method</u> | <u>TIME</u> | <u>MARKS</u> |
|--------------------------|-------------|--------------|
| Lectures attendance | | 5% |
| Quiz | | 5% |
| Midterm Exam 1 | | 20% |
| Midterm Exam 2 | | 20% |
| Final Exam | | 50% |

Books and References

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| Recommended books | Quality management , James O. Westgard ph.D , and George G. klee , M.D. , ph.D. |
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