



Instruction descriptive form

Domain : economics, management and commercial sciences

branch: management science

Speciality : general management

Cycle: master

Type: Academic

Attachment structure: Faculty of Economics Commerce and Management Sciences- Department of Business and Management Sciences

1.Composition Frame

The Faculty of Economics, Commercial and Management Sciences includes:

- A specialized teaching staff of all scientific ranks capable of taking care of the formation requirements.
- It has a library that contains a rich and diverse collection of books and references, which is capable to providing the necessary scientific material in all specialization.
- Also, It has suitable structures to create an atmosphere conducive to study and research.

2.Conditions for admission: Only students with a BBA are allowed to enroll in the Public Administration Master.

3.Composition objectives: The Public Administration Master aims to: Training of students who specialize in various activities and techniques relating to mining, especially those relating to decision-making of various types, as well as the exploration and scientific management of the Department, the optimal management of human resources under the so-called comprehensive quality management. This training also contributes to the positive role of students as well as:

- The dissemination of cultures and knowledge through awareness of techniques of scientific conduct as well as relevant legal materials.
- Enable the student to use communication and negotiation techniques.
- Teaching students to control modern technologies for comprehensive quality management.

4. Targeted qualifications and capabilities: The economic scene is evolving in various sectors. Therefore, there is a need to develop competencies with the capacity to

make a sound decision by providing them with various scientific knowledge in the field of mining, linking them to relevant laws, such as the law of public transactions, etc. Public administration, to meet the needs of sectors and institutions for scientifically and practically qualified human competencies to exercise different functions and activities at the level of different interests and departments. These include enabling them to:

- To enable students and staff to decide on productive or service processes.
- Teaching and forming students in communication with the institution's internal and external environment.
- To deepen the academic training of those wishing to pursue postgraduate studies.

4. Regional and national operability capabilities: Graduates are employed in several bodies, including public and private: productive economic institutions, service economic institutions, institutions of higher education, banks, institutions and international bodies.

5. Crossings towards other disciplines: Students can specialize in:

- Public miniatures
- Business administration
- Monitoring of operation
- Human resources management
- Operation of esters
- Strategic management

6. Framing partners: Other partner institutions * Institutions and other socio-economic partners:

The First Semester:

Learning Unit	Courier Size 14-16 week	Courier Size			
		discourse	directed research	Application Works	other work
Basic Education Units					
Contemporary analysis of public administration	120H	1H.30M	1H.30M	/	06h
Local community budget management	120H	1H.30M	1H.30M	/	06h
Public accounting and State accounts	120H	1H.30M	1H.30M	/	06h
Methodological education units					
Efficiency Mines	112H	1H.30M	1H.30M	/	04h

Contracting Management	96H	1H.30M	1H.30M	/	03h
Exploratory Education Units					
Administrative Disputes Law	48H	1H.30M		/	1H.30M
Horizontal Education Unit					
Language	24H.	/	1H.30M	/	/
The sum of the First Semester	640H	09H	09 H		26H.30M

Evaluation methods: continuous monitoring and examination

The Second Semester

Learning Unit	Courier Size 14-16 week	Courier Size			
		discourse	directed research	Application Works	other work
Basic Education Units					
Globalized public	120H	1H.30M	1H.30M	/	06h
finance economics Oversight and scrutiny of the government sector	120H	1H.30M	1H.30M	/	06h
Evaluation of public projects	120H	1H.30M	1H.30M	/	06h
Methodological education units					
Policy management	112H	1H.30M	1H.30M	/	04h
Communication and administrative editing	96H	1H.30M	1H.30M	/	03h
Exploratory Education Units					
Specialized Automated Flags	48H	1H.30M		/	1H.30M
Horizontal Education Unit					
Language	24H.	/	1H.30M	/	/
The sum of the Second Semester	640H	09H	09 H		25H.

Evaluation methods: continuous monitoring and examination

The Third Semester

Learning Unit	Courier Size 14-16 week	Courier Size			
		discourse	directed research	Application Works	other work
Basic Education Units					
Budget modernization in Algeria	120H	1H.30M	1H.30M	/	06h
Monitoring of governance in the government sector	120H	1H.30M	1H.30M	/	06h
Comparative local government system	120H	1H.30M	1H.30M	/	06h
Methodological education units					
Private public partnership	112H	1H.30M	1H.30M	/	04h
Research methodology	96H	1H.30M	1H.30M	/	04h
Exploratory Education Units					
Anti-corruption law	48H	1H.30M		/	1H.30M
Horizontal Education Unit					
Language	24H.	/	1H.30M	/	/
The sum of the Third Semester	640H	09H	07 H		27H.30M

Evaluation methods: continuous monitoring and examination

The Fourth Semester

	Weekly Courier Size	Parameter	balances
Personal work	15	02	15
The Establishment Meetings	15	02	15
Meetings	/	/	/
Other actions (specified)	/	/	/
The sum of the Fourth Semester	480	04	30