



People's Democratic Republic of Algeria
Ministry of Higher Education and Scientific Research
Sétif 1 University - Ferhat Abbas

Faculty /Institute: Faculty of Economics, Commerce and Management sciences

Bachelor's Degree (Licence Degree) in : Business Administration

Presentation and Objectives of the Specialty:

The Bachelor's program in Business Administration is an academic program aimed at equipping students with the fundamental concepts and practical skills necessary to understand the basics of management and run organizations in various work environments, whether public or private. This specialization meets the market's need for qualified personnel capable of contributing to improving administrative performance and achieving organizational goals efficiently.

The program provides students with foundational knowledge of management and helps them understand the different management functions such as planning, organizing, directing, and controlling, in addition to principles of marketing, accounting, and finance.

This specialization focuses on developing the student's abilities to:

- Acquire basic knowledge of management principles and business administration fundamentals.
- Develop analytical and problem-solving skills related to management.
- Provide students with theoretical and practical tools to understand the local and international business environment.
- Enhance communication and teamwork skills among students.
- Build a knowledge base that helps students make sound managerial decisions in various organizations.
- Prepare students to enter the labor market efficiently or to pursue postgraduate studies in management

Admission requirements:

Students enrolled in the Business Administration track who possess qualifications in the field of management and have successfully completed the common core phase in the Management Sciences branch with distinction, as well as executives and managers of Algerian institutions.

Career Prospects/Professions:

Graduates of the Bachelor's in Business Administration specialization have broad opportunities to pursue postgraduate studies such as a Master's or PhD, as this specialization is considered a fundamental field in both the labor market and academic research.

Additionally, multiple employment opportunities are available in various institutions, whether public or private.

Holders of a Bachelor's degree in Business Administration are closely associated with management and economic fields that include:

- Economic and industrial institutions of all kinds.
- Public administrations and government bodies.
- Banks and financial institutions.
- Insurance companies and service providers.
- Management and consulting firms.

- Educational and training institutions.
- The possibility of establishing private enterprises and projects in management and entrepreneurship

Organization of Studies and Official Duration of the Program

Program Overview: General Description

The approved curriculum for the Bachelor in Business Administration is designed to provide students with a set of core academic modules that cover various aspects of management and administration. These modules enable students to acquire knowledge and skills in multiple fields such as planning, organizing, leadership, accounting, marketing, human resources, and finance. The program also allows students to understand the economic and organizational environment of institutions and to learn analytical methods and managerial decision-making techniques.

Program Duration: Three years.

Curriculum Highlights: Key Elements of the Bachelor in Business Administration Program:

This specialization enables graduates to acquire skills in several core areas, most notably:

- Understanding the principles of planning, organizing, directing, and controlling within organizations.
- Gaining knowledge in accounting and finance, and analyzing financial statements.
- Acquiring marketing and human resource management skills.
- Developing the ability to make managerial decisions in dynamic environments.
- Enhancing strategic analysis and problem-solving capabilities in administrative contexts.
- Strengthening communication and teamwork skills within the workplace.

Admission Information: Details regarding admission requirements and procedures:

Applicants wishing to enroll in the Bachelor's program in Business Administration must hold a Baccalaureate (high school diploma) in one of the following streams: Management and Economics, Mathematics, Technical Sciences, or Experimental Sciences, as specified by the Ministry of Higher Education and Scientific Research in the national university orientation guide issued each academic year.

Business Administration is part of the broader Management Sciences track and includes a common core curriculum during the first year. In this phase, students study foundational modules in various management fields. Specialization in Business Administration typically begins in the second or third year, based on the student's academic performance and preferences.

The registration process is conducted through the national digital platform for new student enrollments after obtaining the Baccalaureate. Students submit their preferences according to their grades and the programs available. After automatic processing of these preferences, students are assigned to appropriate university institutions.

Once orientation results are announced, admitted students proceed to the relevant university to complete final registration procedures, providing the required official documents such as the

original Baccalaureate certificate, a copy of the national ID, passport photos, and any other documents specified by the university administration.

Core training modules: The fundamental modules included in the program: Principles of Management; Financial Management; Financial Accounting; Marketing; Fundamentals of Operations Research; Principles of Microeconomics and Macroeconomics; Commercial Law.

Advanced training modules: The specialized or in-depth modules of the program: Human Resource Management; Strategic Management; Project Management; Financial Management; Entreprenariat; Supply Chain Management; Financial Accounting; Business Law; Total Quality Management.

Language of instruction: The language in which the training is delivered:
English

Training Canvas: The plan or Visual structure of program:

1-first semester :

Teaching Units	Course Title	Crédits	Coefficients	Weekly hourly volume			Semester Hourly volume (15 weeks)	Other*	Evaluation mode ¹	
				Lectures	Tutorials	Practical Work			Continuos Evaluation	Final Exam
fundamental Education unit code :UEF 1.1 credit :18 coefficients :9	Financial Accounting 1	6	3	3h	1h30	-	67h30	82h30	40%	60%
	Microeconomics 1	6	3	3h	1h30	-	67h30	82h30	40%	60%
	Introduction to Economics	6	3	3h	1h30	-	67h30	82h30	40%	60%
Methodological Education Unit code :UEM 1.1 credit :9 coefficients :5	Statistics 1	5	3	3h	1h30	-	67h30	65h00	40%	60%
	Mathematics 1	4	2	1h30	1h30	-	45h00	55h00	40%	60%
Exploratory Education Unit code :UEd 1.1 credit :2 coefficients :2	Introduction to the Sociology of Organizations	1	1	1h30	-	-	22h30	2h30	-	100%
	Introduction to Law	1	1	1h30	-	-	22h30	2h30	-	100%
Transverse Education Unit code :UET 1.1 credit :1 coefficients :1	Specialized Foreign Language 01	1	1	-	1h30	-	22h30	2h30	100%	-
Total of semester 1		30	17	16h30	9h00	-	382h30	375h00		

2-second semester

Teaching Units	Course Title	Crédits	Coefficients	Weekly hourly volume			Semester Hourly volume (15 weeks)	Other*	Evaluation mode ¹	
				Lectures	Tutorials	Practical Work			Continuos Evaluation	Final Exam
fundamental Education unit code :UEF 2.1 credit :18 coefficients :9	Financial Accounting 2	6	3	3h00	1h30	-	67h30	82h30	40%	60%
	Microeconomics 2	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Economics of the Firm	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	History of Economic Thought	4	2	1h30	1h30		45h00	55h00	40%	60%
Methodological Education Unit code :UEM 2.1 credit :9 coefficients :5	Statistics 2	5	3	3h00	1h30	-	67h30	65h00	40%	60%
	Mathematics 2	4	2	1h30	1h30	-	45h00	55h00	40%	60%
Exploratory Education Unit code :UEd 2.1 credit :2 coefficients :2	Computer Science 1	1	1	-	-	1h30	22h30	2h30	100%	-
	Business Law	1	1	1h30	-	-	22h30	2h30	-	100%
Transverse Education Unit code :UET 2.1 credit :1 coefficients :1	Foreign Language 2	1	1	-	1h30	-	22h30	2h30	100%	-
Total of semester 2		30	17	13h30	10h30	1h30	382h30	375h00		

Third Semester

Teaching Units	Course Title	Crédits	Coefficients	Weekly hourly volume			Semester Hourly volume (15 weeks)	Other*	Evaluation mode ¹	
				Lectures	Tutorials	Practical Work			Continuos Evaluation	Final Exam
fundamental Education unit code :UEF 1.2 credit :18 coefficients :9	Management Accounting	6	3	3h00	1h30	-	67h30	82h30	40%	60%
	Macroeconomics 1	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Introduction to Business Administration	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Public Finance	4	2	1h30	1h30		45h00	55h00	40%	60%
Methodological Education Unit code :UEM 1.2 credit :9 coefficients :5	Statistics 3	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Financial Mathematics	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Monetary Economics	1	1	1h30	-		22h30	10h00	-	100%
Exploratory Education Unit code :UEd 1.2 credit :2 coefficients :2	Methodology	2	2	1h30	1h30		45h00	5h00	40%	60%
Transverse Education Unit code :UET 1.2 credit :1 coefficients :1	Computer Science 2	1	1	-	-	1h30	22h30	2h30	100%	-
Total of semester 3		30	17	13h30	10h30	1h30	382h30	375h00		

Fourth Semester

Teaching Units	Course Title	Crédits	Coefficients	Weekly hourly volume			Semester Hourly volume (15 weeks)	Other*	Evaluation mode ¹	
				Lectures	Tutorials	Practical Work			Continuos Evaluation	Final Exam
fundamental Education unit code :UEF 2.2 credit :18 coefficients :9	Management Information Systems	6	3	3h00	1h30	-	67h30	82h30	40%	60%
	Macroeconomics 2	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Business Management	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Marketing	4	2	1h30	1h30		45h00	55h00	40%	60%
Methodological Education Unit code :UEM 2.2 credit :9 coefficients :5	Statistics 4	5	3	3h00	1h30	-	67h30	65h00	40%	60%
	Fundamentals of Operations Research	4	2	1h30	1h30	-	45h00	55h00	40%	60%
Exploratory Education Unit code :UEd 2.2 credit :2 coefficients :2	Entreprenariat	1	1	-	1h30	-	22h30	2h30	100%	-
	Business Ethics	1	1	1h30	-	-	22h30	2h30	-	100%
Transverse Education Unit code :UET 2.2 credit :1 coefficients :1	Foreign Language 3	1	1	-	1h30	-	22h30	2h30	100%	-
Total of semester 4		30	17	13h30	12h30	-	382h30	375h00		

Fifth Semester

Teaching Units	Course Title	Crédits	Coefficients	Weekly hourly volume			Semester Hourly volume (15 weeks)	Other*	Evaluation mode ¹	
				Lectures	Tutorials	Practical Work			Continuos Evaluation	Final Exam
fundamental Education unit code :UEF 1.3 credit :18 coefficients :8	Organizational Structures and Management	5	2	1h30	1h30	-	45h00	65h00	40%	60%
	Information Technology Management	5	2	1h30	1h30	-	45h00	65h00	40%	60%
	Project Management	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Human Resource Management	4	2	1h30	1h30		45h00	55h00	40%	60%
Methodological Education Unit code :UEM 1.3 credit :9 coefficients :4	Financial Management	5	2	1h30	1h30	-	45h00	65h00	40%	60%
	Survey Techniques	4	2	1h30	-	1h30	45h00	55h00	40%	60%
Exploratory Education Unit code :UEd 1.3 credit :2 coefficients :2	Business Law	2	2	1h30	1h30		45h00	5h00	40%	60%
Transverse Education Unit code :UET 1.3 credit :1 coefficients :1	Specialized Foreign Language 1	1	1	-	1h30	1h30	22h30	2h30	100%	-
Total of semester 5		30	15	10h30	10h30	1h30	237h30	367h00		

Sixth Semester

Teaching Units	Course Title	Crédits	Coefficients	Weekly hourly volume			Semester Hourly volume (15 weeks)	Other*	Evaluation mode ¹	
				Lectures	Tutorials	Practical Work			Continuos Evaluation	Final Exam
fundamental Education unit code :UEF 2.3 credit :18 coefficients :8	Strategic Management	5	2	1h30	1h30	-	45h00	65h00	40%	60%
	Production and Operations Management	5	2	1h30	1h30	-	45h00	65h00	40%	60%
	Total Quality Management (TQM)	4	2	1h30	1h30	-	45h00	55h00	40%	60%
	Supply Chain Management	4	2	1h30	1h30		45h00	55h00	40%	60%
Methodological Education Unit code :UEM 3.2 credit :9 coefficients :4	Management Control	5	2	1h30	1h30	-	45h00	65h00	40%	60%
	Undergraduate Final Project	4	2	-	-	-	-	90h00	100%	-
Exploratory Education Unit code :UEd 2.3 credit :2 coefficients :2	Data Analysis	2	2	1h30	-	1h30	45h00	5h00	40%	60%
Transverse Education Unit code :UET 2.3 credit :1 coefficients :1	Specialized Foreign Language 2	1	1	-	1h30	-	22h30	2h30	100%	-
Total of semester 6		30	15	9h00	9h00	1h30	292h30	402h30		

