



EGYPT UNIVERSITY OF INFORMATICS



STUDENT HANDBOOK







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Purpose of the Student Handbook

The Student Handbook is a compilation of services and other information critical to the Faculty of Business Informatics (BI). It is designed to familiarize students with their rights and responsibilities as well as policies, procedures, and regulations. In addition, this handbook includes useful information on community services that lend to promoting an optimum environment for student development, health, and satisfaction.

The Student Handbook also includes information concerning relevant policies. This covers admissions, academic progress, grading, assessment, supervision, examinations, academic advising, careers, student discipline, appeals, student activities, students' rights and responsibilities, student records, privacy, and confidentiality.

Disclaimer:

The provisions of this handbook reflect the general nature and conditions of student services at BI, but do not constitute a contract or otherwise binding agreement. Procedures set forth in this handbook are subject to change at any time and all programs and activities described in this handbook are subject to cancellation or termination by BI without prior notice.





Faculty Dean's Welcome Message

Welcome to the Faculty of Business Informatics at Egypt University of Informatics, where we are committed to graduating well-educated students who are able to fulfill their professional duties competently in response to the needs of the industry and the local job market. Our students are granted the opportunity to explore new areas of study and go beyond the restrictions of current knowledge to make new innovations. We achieve this mission through our experienced faculty members who provide our students with their efforts and time to personalize their experiences, in addition to our facilities ranging from fully equipped laboratories and lecture halls to our e-libraries and e-learning system. Actually, I am honored to be a member of this learning environment that is expanding our scope and changing our lives.

With Warm Regards,

Prof. Samma Taher Affia





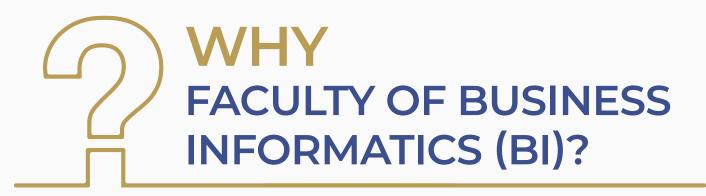


At the Heart of the Knowledge City at the New Administrative Capital, The Ministry of Communications and Information Technology established EUI, in collaboration with the Ministry of Higher Education and Scientific Research, to be the first specialized university in communications and information technology and their affected fields across the Middle East and Africa.

As a non-profit Information and Communications Technology (ICT) specialized university, EUI seeks to create a specialized ICT community and equip young people with digital skills to fill in-demand jobs in local, regional, and international labor markets. Establishing EUI is part of The Ministry of Communications and Information Technology's efforts to build an integrated information society and support the growth of the ICT sector in the New Administrative Capital. EUI has four faculties: Computing and Information Sciences, Engineering, Business Informatics, Digital Arts, and Design. EUI offers technology-oriented, multi-disciplinary, and inter-professional programs, focusing on emerging technologies, business and market needs, and their applied related areas and disciplines.

EUI attracted distinguished faculty members in challenging fields with long international experience in teaching and scientific research; the administrative structure was carefully selected at the highest standards. Egyptian and international experts designed academic courses in different fields, including Digital Transformation, Al, Data Engineering, the Fourth Industrial Revolution, Electronics Manufacturing, Communication Sciences, Fintech, Data Analytics, Digital Marketing, Animation Arts, User Experience (UX), and Digital Game and Product Design. The courses were modeled on world-class universities' offerings, considering Egyptian quality and accreditation standards, through dual degree agreements that the Faculty of Business Informatics has with Telfer, which is in the 1% of the top-ranked universities worldwide.





The EUI Faculty of Business Informatics offers a balanced amalgamation of the business and technology qualifications that are essential for the market. Information Technology (IT) is becoming a key success factor for today's organizations, especially with the rise of globalization. Thus, the demand for individuals who can master business management along with the latest technical skills has never been more enthralling.

The graduates of the EUI's Faculty of Business Informatics are expected to attain the problem-solving techniques, complemented by the IT know-how, that are required to solve contemporary business issues. Moreover, the market now needs businesses to innovate and develop information systems that can be implemented for quick, effective, and efficient business solutions; therefore, the importance of Business Informatics cannot be undervalued.



FACULTY STRATEGY



"To be a Center of Excellence in Education and Research in Business Informatics. Providing a high-quality education with international standards by working on the international, regional, and local scope."



"Preparing distinguished cadres capable of keeping pace with global technological development in various fields of technology and business management and on teamwork, innovation, and creativity, in accordance with the best academic and professional standards to serve the needs of the local, national, and international community."





- 1. Provide students with the basics of knowledge in the fields of technology and business management through high-quality academic programs that are continuously updated.
- 2. Establish scientific and research relationships between the faculty, local and international public and private institutions, and entities that help solve problems and develop their institutions.
- 3. Create graduate study programs, encourage scientific research in different departments and develop them in a way that meets the requirements of sustainable development and serving the community.
- 4. Introduce new programs and modern laboratories to keep up with the continuous development in the fields of technology and business management and meet the requirements of the on-ground job market.
- 5. Provide an attractive work environment for faculty and staff members that allows for continuous development.
- 6. Provide advanced educational services that keep pace with scientific progress in the fields of business management and work to sign agreements with prestigious international universities to grant students two bachelor's degrees from Egypt University of Informatics and the partner university in the agreement.
- 7. Prepare distinguished graduates capable of working with the spirit of teamwork, possessing appropriate skills for communication, creative thinking, critical analysis, and competition in the job market. Prepare graduates who adhere to high professional and ethical standards and have outstanding abilities that enable them to contribute to sustainable development and serve the community.



BUSINESS INFORMATICS COMPETITIVE EDGE

"Dual-degree with Ottawa University - Telfer School of Management"

The Faculty of Business Informatics is proud to offer this dual degree agreement with Ottawa University, Telfer School of Management, ranked #10 in the top Canadian universities for business education in Finance, Business Technology Management, Digital Marketing, and E-Commerce. The University of Ottawa is a member of the U15 group of leading research-intensive universities in Canada, and the Telfer School of Management holds the triple crown of business school accreditations from AACSB, AMBA, and EQUIS, placing the school among the top 1% of the world's business schools.





This partnership offers students a unique opportunity to understand business management comprehensively from two highly respected institutions. By combining the expertise of both faculties, students will receive a well-rounded education that prepares them for success in the global business world.

This agreement provides a pathway for students to receive dual certification, enhancing their career prospects and academic credentials. By obtaining a degree from Telfer, students will access a world-class education and a globally recognized qualification. Additionally, the Egyptian Supreme Council of Universities accreditation ensures that the EUI certificate is recognized and respected locally and internationally.





When a BI student graduates, this student should be able to:

1. Employ knowledge and skills acquired in the field of specialization to serve the community and the surrounding environment positively.

2. Acquire theoretical knowledge to reflect critically on professional practice in the areas of business analysis, change management and implementation, project management and business strategy, and the planning of information systems.

- **3.** Anatomize complex problems in a range of different information systems situations.
- 4. Explore business informatics initiatives and applications in light of global sustainable development.
- 5. Be able to collect, analyze, and interpret data to support decision-making within an organization. This includes skills in data modeling, data visualization, and statistical analysis.
- 6. Have project management skills to plan, execute, and monitor IT projects effectively, considering scope, time, cost, and quality constraints.
- 7. Be equipped to manage and lead organizational change initiatives related to technology adoption and process improvements.
- 8. Be Committed, take all responsibility, and complete the work assigned in accordance with the legal rules and ethical standards.



CAREER PROSPECTS

A Bachelor of Business Informatics is an internationally recognized qualification that is currently in high demand around the world. If you're looking for a challenging career in an industry that is not only perceived as future-proof but also offers long-term stability, then this is the faculty for you. Potential career pathways through BI programs could include working as:

FINANCE

- Financial Analyst
- Investment Banking Analyst
- Risk Analyst
- Various Jobs at Banks
 (i.e., Commercial Banker, Personal Banker)
- Stockbroker

ACCOUNTING

- Managerial Accountant
- Cost Accountant
- Financial Accountant
- Tax Accountant
- Auditor

BUSINESS ANALYTICS

- Systems Analyst
- Business Advisor
- Supply Chain Specialist
- Logistician
- Market Research Analyst
- Data Analyst

BUSINESS TECHNOLOGY MANAGEMENT

- Technical Support Adviser
- Computer / Information Systems
 Specialist
- Database Analyst
- Information Systems Auditor
- Technology Consulting Analyst

DIGITAL MARKETING & E-COMMERCE

- Digital Marketing Specialist
- Market Research Analyst
- Digital Media Planner.
- Advertising Account Manager
- Exhibition Organizer/Event Manager

ENTREPRENEURSHIP & INNOVATION

- Business Consultant.
- Recruiter.
- Business Reporter.
- Technology Project Leader.
- Research & Development specialist.





Academic Calendar

The academic calendar is announced upon the approval of the University Council at the beginning of each semester.

Total Credit Hours

The students have to be graduated with total credit hours (CHs) of 137

Academic Day

The academic day starts from 9:00 am to 4:00 pm all week and the duration of each class (Lectures and tutorials) is 2 hours.

Field Trip

Field trips are an integral part of our educational experience at BI, offering students the opportunity to expand their learning beyond the classroom walls. These trips are carefully planned to enhance academic growth, foster social interaction, and encourage personal development.



ACADEMIC PROGRAMS DESCRIPTION

EUI offers the following Business Informatics programs for our students to choose from:

Business Analytics:

Learn to develop business solutions, build analysis models and simulations to create scenarios, understand realities and predict future states.



Business Technology Management:

This program is an information technology related option for students interested in combining passion for business with an interest in technology.



Entrepreneurship & Innovation:

How to develop and manage a business venture is the focus here. Also, you will be exposed to making use of new changes and/or trends to start a new business and/or improve an existing one.



Digital Marketing & E-commerce:

Explore the current and future areas that are commonly worked on in international settings such as blockchain, virtual reality, augmented reality, artificial intelligence, programmatic advertising, transitional PR, and more.



Finance

Learn about the different finance aspects/areas such as Personal Finance, Corporate Finance, and Public/ Government Finance.



Accounting:

Discover and have a good command of accounting techniques and applications, independent auditing, reporting standards and accounting ethics, and learn how to measure the company's performance and take monetary decisions to achieve profit maximization.



N.P: The study plan of the courses for each program is attached in the Annex





INFORMATION

Academic Advising & Support Services

Academic Advisors counsels students about their academic plans and degree progress, academic schedule, choice of major, maintaining an up-to-date Advising Portfolio, and other academic activities to assist the student in making decisions concerning personal educational goals leading to graduation.

Registration Process

Registration is to be done online after the Academic Advisor interviews the applicant for illegibilty, he/she will approve/reject the registraction accordingly. The student is considered to be enrolled after he/she submits all the required documents to the Admission Office, and pays the outstanding fees. The Admission Office allocates academic files to each enrolled student. This file contains the student's official documents: Semester Enrollment Forms, Semester Academic Transcript...etc

The student's academic file is updated at the end of each semester and the Academic Advisors must have copies of these files to follow up the student's academic progression.

Course Prerequisite

Freshmen students have no prerequisite courses, and in case the student fails a prerequisite course, his academic plan will be disturbed as the student will not be able to register for the course(s) that has a prerequisite requirement for the upcoming semesters.

Withdrawal Procedures

The Admission Office will handle the withdrawal procedures, and the withdrawal deadline is announced in the Academic Calendar.

Semester Coursework

It's evaluated by two marks, the semester Coursework mark the and Final Exam mark. The semester coursework mark is the mark that represents the student's effort during the semester and contains examination marks applied, training projects, and different academic activities of the course. If a student absent from an examination that is scheduled before without a valid acceptable reason, the Faculty Council shall give a zero grade for this examination. These zero grades are included in the calculation of the semester coursework mark. Upon the approval of the Faculty Council, the course instructor may consider a make-up examination for the absent student if his/her absence excuse is upheld.

The Grading System

The grading system of the students is based on the faculty bylaw and it differs from one course to another.

Incomplete Grade

An Incomplete Grade is a temporary grade of "I" that is given for incomplete coursework due to justified circumstances. There should be a request with the reason or a justification of the Incompletion to be presented to the admission office.



FACULTY ACADEMIC POLICIES

Student Attendance Policy

A student is required to attend all classes for all courses for which he/she registers. A student who is absent for more than 25% of the hours required for a course is given a warning that explains the consequences of not attending courses without a valid excuse. A student who exceeds the limit of absenteesim of a course without a valid excuse acceptable to the faculty council, or a medical excuse, will be prohibited from taking all the following examinations scheduled for that course and shall be given a grade of "F".

Final Examination Absence Policy

The student who does not attend the final examination will have a mark of zero. Upon urgent necessity and based on an accepted excuse by the faculty Council, the student might be given a make-up examination before the end of the following semester at most. The student's mark is then adjusted according to his/her result in this make-up examination.

Academic Warning (Probation Policy)

At the end of any academic semester, students obtaining a GPA of less than 2.00 are issued an academic warning put on Probation. Students on probation are only permitted to register for a maximum of 12 Credit Hours in the following semester. If academic warnings are issued in three semesters and/or for two consecutive semesters for a student, the university council may suspend this student and/or ask the student to leave.

Academic Integrity

Any form of plagiarism, cheating, falsification, impersonation, evidence of concealment or fabrication of results is not tolerated at EUI. The minimum penalty for such violations is failing the course in which this violation is committed. In certain conditions, the penalty may reach dismissal from the University, either for a specific number of semesters or dismissed from the university entirely, based on the circumstances.



Exams Policy

- 1- No students will be allowed to enter the exam without EUI ID, students who don't bring their IDs will lose part of exam time to prove their identity.
- 2- For the Late arrival at examinations, students who arrive after half of the exam duration aren't allowed to enter the exam.
- 3- Students should follow the proctors' instructions without any resistance, to avoid any further corrective actions.
- 4- All mobiles should be switched off, not silent, and placed in front.
- 5- No smart watches are allowed to be handed, place them with the mobile phone in front.
- 6- All the notes shall be left out of the exam hall.
- 7- Students have to remain in absolute silence and they must not communicate with other students in any way, including through eye contact, facial expressions, or body language.
- 8- No calculators nor any stationary exchange are allowed.







Clinic

The EUI Clinic offers first aid and emergency care on campus and also has agreements with local hospitals to refer patients. Additionally, it is in charge of assessing any medical cases, excuses, or sick days.





Dorms

EUI is equipped with spacious equipped dorms at Madinaty and Rehab. Students residing in the dorms enjoy the following:

- Internet Service
- Hotel Apartment Services
- 24-Hour Security
- Walking Distance to Nearby Facilities and Services







Transportation Options & Parking Information

We have 26 road lines to support our students all over Cairo, we are very careful about providing our students with a good transportation network to make them satisfied as much as we can. A transportation hotline is also offered to serve our students through the contact information attached below. In addition, a WhatsApp group for each road line is created to keep in touch with our students frequently, each group contains a Picture that shows pickup points and pickup time.

When it comes to parking on campus, our campus offers free designated parking zones for students, faculty, and staff, ensuring that everyone can find a convenient place to park just by having a badge on the car to ensure entering the knowledge city smoothly.





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The Student Life Office (SLO) is responsible for providing students with the best environment and tools possible to prepare them for their professional lives after graduation.

Student Clubs

Enactus: It is a dynamic student organization dedicated to empowering future business leaders to make a positive impact in their communities. Enactus members harness the power of entrepreneurial action to create sustainable projects that address social, economic, and environmental challenges.



Marketing Informatics Club "MIC": MIC was created to foster Informatics knowledge specifically Marketing informatics. The club aims to promote a learning environment where members can expand their knowledge and expertise in Marketing Informatics through workshops, seminars, and guest speaker sessions and to provide opportunities for students to develop practical skills in data analysis, marketing automation, and digital marketing technologies through seminars.







Internship Opportunities

One of the functions of the SLO is that they offer a Career & Employment Office (CEO) that aims to provide students with the opportunities to discover themselves in the current job market as they show them the quirks and skills needed to embark on the beginning of their future careers. They also enrich EUI students with the experience necessary in order to be fully prepared for the current job market through on-campus internships as well as internship options with local and multi-national corporations.

Over the duration of the summer vacation, BI students had the opportunity to enroll in a diverse array of internship sites for example: AIESEC, Dajin Platform, Majid AI Futtaim, Vision Valley Company, PetroNefertiti Co., The National Bank of Kuwait (NBK), National Bank of Egypt (NBE), Commercial International Bank (CIB) and ADIB Bank. We are sure that this experience brings very good opportunities for our students to gain practical insights and explore potential career paths within the realm of business informatics.





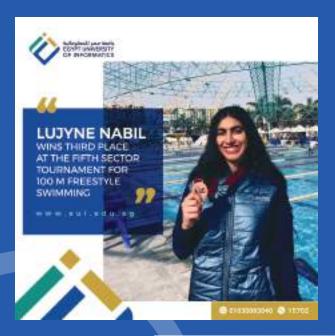


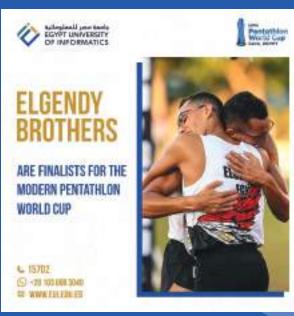
Athlete Activities

Spreading sportsmanship among students, encouraging sports talents, and working on their development are one of the SLO goals.



They work on organizing tournaments, matches, competitions, celebrations, and festivals that are sports-related. Moreover, they follow up on the upkeep and maintenance of facilities, sports fields, tools, and sportswear necessary for competitions.











& RESEARCH RESOURCES

Library Services and Hours

• E-Book Services: Once the students register for the courses, they receive an "Access Code" immediately. This code allows the student to access the e-book and the needed materials for the course. The library provides students with access to the top 5 publisher platforms to browse and find relevant textbooks and supplementary materials.











- Request Books: The materials that the students can ask for aren't restricted to what they are being taught. Students can ask for any extra materials they want as long as it supports their educational journey at faculty of Business Informatics.
- Hard Copies Availability: If the student prefers to have the printed copy, he/she can receive it from the library with no extra fees as it's already covered by the university.

- Training and Skills: The library can aid the students with soft skills in order to prepare them to the work environment, for example, Time Management Skills, Communications Skills and presentation skills.
- Readers Club: A group of people—Club Members—who meet regularly to read and discuss books and pieces of writing or tackle interesting topics with like-minded people to have fun, learn new information, and discuss new ideas.
- Starting from the next semester, the library will provide a new service called "Current Awareness Services" and it mainly aims to spread awareness about topics that might interest the students through emails.
- You will find the library on the ground floor, room number 116, next to the main auditorium from 9:00 am to 4:00 pm.

Research Resources and Databases

BI students have access to EKB (Egyptian Knowledge Bank), and they can ask for the access from the library, if further information is needed to how to search for references on EKB, the library can help the students with this in order to make sure that they have strong research capabilities with an access to multiple databases, e-journals, and applications through the Egyptian Knowledge Bank portal and other databases.







TECHNOLOGY AND IT SERVICES



Email and Campus Wi-Fi

All registered students are provided with a university email account which will be sent to the students' personal accounts by the admission department. This email account will serve as an official means of communication between students, faculty, and administrative staff.

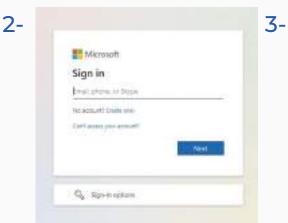
EUI also provides Wi-Fi access throughout the campus to ensure that students have reliable internet connectivity for their academic and research needs. Here's how to connect to the student Wi-Fi network:

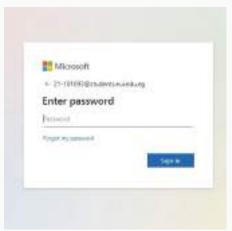
- Locate and select "EUI_USERS" network from the available Wi-Fi networks on your device
- Enter EUI email, and password when prompted for authentication
- Once connected, you should have access to the internet

EUI ACCOUNT ACTIVATION STEPS

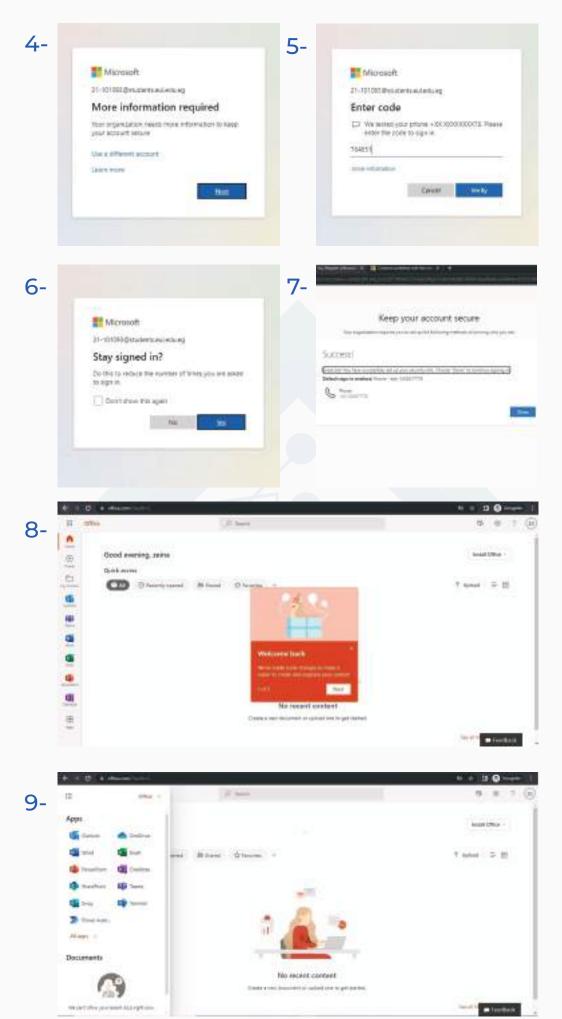
Students are assigned to log in to Office 365 with EUI email account and should follow the below screenshots to activate their accounts and the LMS















Online Learning Platform "Canvas"

Canvas is a new learning management system; it will be a way of organizing everything you need to be successful this school year in one convenient place. Within a Canvas course, students can submit assignments, participate in discussions, view grades, and collaborate with other students. Turnitin is also integrated into Canvas which is an indispensable tool for educational institutions and students alike. This powerful plagiarism detection software ensures academic integrity by scanning submitted assignments and papers, and providing a comprehensive report on potential instances of plagiarism. What is available in your course will depend on what has been implemented by your instructor.

INSTRUCTIONS FOR STUDENT LOGIN TO CANVAS:

Using a web browser, log in to Microsoft 365. Use your Network username and password.

- Student Username will look like this: 22-xxxxxx@students.eui.edu.eg
- Student Password: your own password

Note: You will begin to see classes on your dashboard once they are published.

2-







FAQ SECTION

What sets Business Informatics apart from Business Administration?

Business informatics is an interdisciplinary science with topics from business administration, computer science and special aspects of business informatics. It deals with the development and application of information processing systems for organizations. These information systems are like the central nervous system within organizations. You control almost all processes and communication both within the company itself and with other companies.



Are all the programs/courses available to choose from?

Probably not all programs would be available; it depends upon the students' demands and choices.

Have we extended invitations to any guest speakers?

We believe in enriching our students' educational journey by bringing real-world insights to the classrooms. Our guest speakers program is a corner-stone of this commitment; it is designed to connect students with industry experts and thought leaders, who share their knowledge and experiences, to bridge the gap between academic theory and practical application. These speakers, hailing from diverse sectors such as technology, finance, and startups, cover a wide range of topics including business analytics, cybersecurity, data science, and e-commerce.









Departments	Contact Information
EUI Admission	If you have any questions, you can contact the admission team through admission@eui.edu.eg
EUI Library	You can contact the library team through <u>library@eui.edu.eg</u>
EUI IT	If you have any technical issues, you can contact them through itsupport@eui.edu.eg
EUI Clinic	If you have any questions, you can contact the clinic through 01090080150 or clinic@eui.edu.eg
Transportation	You can contact them through the Transportation Hotline: 01030085060 or ibrahim.najm@eui.edu.eg
Student Life Office	Y <mark>ou</mark> can contact the SLO Team through: <u>studentlife@eui.edu.eg</u>



First Year Study Plan

SEMESTER 1		
Course Code	Course Name	CHs
BMA101	Mathematical Methods I	3
BAC 161	Financial Accounting	3
BEIIII	Introduction to Business & Entrepreneurship	3
BEC 101	Introductory Microeconomics	3
BPH 101	Critical & Scientific Thinking	3
HUM108	Business English	2
	Total CHs	17

SEMESTER 2		
Course Code	Course Name	CHs
BMA102	Mathematical Methods II	4
BEI 112	Introduction to Management & Organization	3
BEC 102	Introductory Macroeconomics	3
BFT 231	Financial Management	3
HUM104	Academic Writing	3
Total CHs		16



Second Year Study Plan

SEMESTER 3		
Course Code	Course Name	CHs
BST 201	Statistics 1 + Statistics Lab 1	4
BAC 162	Managerial Accounting	3
BEI 212	Leadership & Organizational Behavior	3
BEI 211	Business Law	3
BBT 231	Business Information Technology	3
BBT 201	Applications of Information Technology for Business	1
Total CHs		17

	SEMESTER 4	
Course Code	Course Name	CHs
BST 202	Statistics 2 + Statistics Lab 2	4
BCS 101	Programming in Python I	3
BDM 221	Principles of Marketing	3
BOS 201	Operations & Supply Chain Management	3
BEI 213	Business Ethics	3
Total CHs		16

N.B: The study plans for all majors are the same for the first two years.



Third Year Study Plan Entrepreneurship and Innovation Program

SEMESTER 5		
Course Code	Course Name	CHs
BBA 341	Applied Analytics for Solving Business Problems	3
BEI 311	Business Communication	3
BDM 321	Marketing Research	3
BEI 312	International Ventures	3
BEI 212	Leadership & Organization Behavior	3
Total CHs		15

	SEMESTER 6	
Course Code	Course Name	CHs
BDM 322	Digital Marketing	3
BEI 315	Innovation Management	3
BEI 314	Business Strategy	3
	Major Elective	3
BEI 316	Business Planning & Pitching	3
Total CHs		15



Fourth Year Study Plan Entrepreneurship and Innovation Program

SEMESTER 7		
Course Code	Course Name	CHs
BFT 494	Entrepreneurial Finance	3
BDM 421	Electronic Commerce & Digital Business Models	3
BCP 411	Capstone Project 1	3
	Major Elective	3
	General Elective	3
	General Elective	3
Total CHs		18

	SEMESTER 8	
Course Code	Course Name	CHs
BEI 411	Managing the Growing Venture	3
BEI 414	Project Management	3
BCP 412	Capstone Project 2	3
	Major Elective	3
	General Elective	3
	General Elective	3
Total CHs		18

N.B: The above courses come in addition to a summer training representing 6 credit hours. This training is done during any summer vacation after the student has passed at least 51 credit hours.

Third Year Study Plan E-Commerce and E-Marketing Program

	SEMESTER 5	
Course Code	Course Name	CHs
BBA 341	Applied Analytics for Solving Business Problems	3
BEI 311	Business Communication	3
BDM 321	Marketing Research	3
BEI 312	International Ventures	3
	Major Elective	3
Total CHs		15

SEMESTER 6		
Course Code	Course Name	CHs
BDM 322	Digital Marketing	3
BDM 323	Buyer Behavior	3
BEI 314	Business Strategy	3
BEI 316	Business Planning & Pitching	3
BEI 313	Human Resource Management	3
Total CHs		15



Fourth Year Study Plan E-Commerce and E-Marketing Program

	SEMESTER 7	
Course Code	Course Name	CHs
BDM 423	Promotion Management	3
BDM 421	Electronic Commerce & Digital Business Models	3
BCP 421	Capstone Project 1	3
	Major Elective	3
	General Elective	3
	General Elective	3
Total CHs		18

	SEMESTER 8	
Course Code	Course Name	CHs
BDM 425	Distribution Channels	3
BDM 427	Marketing Strategy	3
BCP 422	Capstone Project 2	3
	Major Elective	3
	General Elective	3
	General Elective	3
	Total CHs	18

N.B: The above courses come in addition to a summer training representing 6 credit hours. This training is done during any summer vacation after the student has passed at least 51 credit hours.

Third Year Study Plan Business Technology Management Program

SEMESTER 5		
Course Code	Course Name	CHs
BBA 341	Applied Analytics for Solving Business Problems	3
BEI 311	Business Communication	3
BCS 301	Programming in Python 2	3
BEI 312	International Ventures	3
BBT 332	Database Modeling & Design	3
Total CHs		15

SEMESTER 6		
Course Code	Course Name	CHs
BEI 313	Human resource Management	3
BBT 331	Analysis of Enterprise Systems & Architecture	3
BBT 333	Analysis & Modeling of Business Processes & Systems	3
BEI 314	Business Strategy	3
BBT 334	Information Security	3
Total CHs		15



Fourth Year Study Plan Business Technology Management Program

SEMESTER 7		
Course Code	Course Name	CHs
BBT 431	Strategic Information Technology Management	3
BDM 421 + BBT 430	Electronic Commerce & Digital Business Models + Information Technology Lab	3
BCP 431	Capstone Project 1	3
	Major Elective	3
	Major Elective	3
	General Elective	3
Total CHs		18

SEMESTER 8		
Course Code	Course Name	CHs
BEI 414	Project Management	3
BBT 436	Decision Support Systems & Business Intelligence	3
BCP 432	Capstone Project 2	3
	Major Elective	3
	General Elective	3
	General Elective	3
Total CHs		18

N.B: The above courses come in addition to a summer training representing 6 credit hours. This training is done during any summer vacation after the student has passed at least 51 credit hours.

Third Year Study Plan Business Analytics Program

SEMESTER 5		
Course Code	Course Name	CHs
BBA 341	Applied Analytics for Solving Business Problems	3
BEI 311	Business Communication	3
BCS 301	Programming in Python 2	3
BEI 312	International Ventures	3
BEI 212	Leadership & Organization Behavior	3
Total CHs		15

SEMESTER 6		
Course Code	Course Name	CHs
BMA 342	Linear Algebra	3
BBA 343	Data Visualization & Storytelling	3
BEI 314	Business Strategy	3
BBA 344	Machine Learning for Predictive Analytics	3
BBA 345	Machine Learning for Prescriptive Analytics	3
	Total CHs	15



Fourth Year Study Plan Business Analytics Program

SEMESTER 7		
Course Code	Course Name	CHs
BDM 421	Electronic Commerce & Digital Business Models	3
BBA 442	Business Simulation Analytics	3
BCP 441	Capstone Project 1	3
	Major Elective	3
	Major Elective	3
	General Elective	3
Total CHs		18

	SEMESTER 8	
Course Code	Course Name	CHs
BBA 441	Time Series and Forecasting Analytics	3
BEI 414	Project Management	3
BCP 442	Capstone Project 2	3
	Major Elective	3
	General Elective	3
	General Elective	3
	Total CHs	18

N.B: The above courses come in addition to a summer training representing 6 credit hours. This training is done during any summer vacation after the student has passed at least 51 credit hours.

Third Year Study Plan Finance Program

SEMESTER 5		
Course Code	Course Name	CHs
BBA 341	Applied Analytics for Solving Business Problems	3
BEI 311	Business Communication	3
BFT 352	Financial Modeling	3
BEI 312	International Ventures	3
BAC 361	Intermediate Accounting 1	3
Total CHs		15

SEMESTER 6		
Course Code	Course Name	CHs
BEI 313	Human Resource Management	3
BFT 351	Corporate Finance	3
BEI 314	Business Strategy	3
BFT 353	Financial Markets & Institutions	3
BFT 354	Bank Management	3
Total CHs		15



Fourth Year Study Plan Finance Program

SEMESTER 7		
Course Code	Course Name	CHs
BDM 421	Electronic Commerce & Digital Business Models	3
BFT 259	Finance Theory	3
BFT 451	Investment Analysis	3
BCP 451	Capstone Project 1	3
	Major Elective	3
	General Elective	3
Total CHs		18

	SEMESTER 8	
Course Code	Course Name	CHs
BFT 453	Portfolio Management	3
BFT 452	Options & Derivatives	3
BCP 452	Capstone Project 2	3
	Major Elective	3
	General Elective	3
	General Elective	3
Total CHs		18

N.B: The above courses come in addition to a summer training representing 6 credit hours. This training is done during any summer vacation after the student has passed at least 51 credit hours.

Third Year Study Plan Accounting Program

SEMESTER 5		
Course Code	Course Name	CHs
BBA 341	Applied Analytics for Solving Business Problems	3
BEI 311	Business Communication	3
BAC 361	Intermediate Accounting 1	3
BEI 312	International Ventures	3
BAC 363	Cost Accounting	3
Total CHs		15

	SEMESTER 6	
Course Code	Course Name	CHs
BAC 362	Intermediate Accounting 2	3
BFT 351	Corporate Finance	3
BEI 314	Business Strategy	3
BEI 313	Human Resource Management	3
	Major Elective	3
Total CHs		15



Fourth Year Study Plan Accounting Program

SEMESTER 7		
Course Code	Course Name	CHs
BDM 421	Electronic Commerce & Digital Business Models	3
BAC 461	Auditing	3
BAC 462	Taxation	3
BCP 461	Capstone Project 1	3
	General Elective	3
	General Elective	3
Total CHs		18

	SEMESTER 8	
Course Code	Course Name	CHs
BAC 463	Digital Accounting & Auditing	3
BCP 462	Capstone Project 2	3
	Major Elective	3
	Major Elective	3
	General Elective	3
	General Elective	3
Total CHs		18

N.B: The above courses come in addition to a summer training representing 6 credit hours. This training is done during any summer vacation after the student has passed at least 51 credit hours.























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