



Technical Studies

BT-TS-LT

learning, training and career

"The secret of success is to do the common things uncommonly well"

John D. Rockefeller



BYBLOS INSTITUTE
high technical institute

Introduction

As the market is flooded with new technology in every field, technical studies have become increasingly important.

The technical studies at the level of BT, TS and LT apply to a wide range of education disciplines ranging from accounting, sales and marketing to electronics and car mechanics.

They are career focus rather than academic.

In the end, studies in BT, TS and LT will lead to an official diploma.

مع إغراق السوق بالتكنولوجيا الجديدة في شتى المجالات، أصبحت العلوم التقنية ذات أهمية متزايدة.

تنطبق العلوم الفنية في مستويات BT و TS و LT على مجموعة واسعة من الاختصاصات الدراسية التي تتراوح بين المحاسبة والمبيعات والتسويق وإلكترونيات وميكانيك السيارات.

تتمحور هذه المجالات على الجانب الوظيفي بدلا من الأكاديمي.

في النهاية، إن الالتحاق بالبرامج BT و TS و LT سيؤدي إلى الحصول على شهادة رسمية.



Course contents: محتويات الدورة:

- Languages
- Social sciences
- Sciences
- General Mathematics
- Computer
- Medical Vocabulary
- Clinical and general psychology
- Law and health legislation
- Sociology
- Anatomy
- First aid
- Ethics and evolution of the profession
- Health and hygiene
- Gerontology
- Microbiology
- Pharmacology
- Dietetic
- Family health (mother and child)
- Administration and organization of the profession
- Medico-surgical nursing and reanimation
- Mental health nursing
- Accreditation
- Training

- Course Duration: 3 years
- Pre-requisite: 9th Grade



Sales and Commercial Relationship

المبيعات والعلاقات التجارية



Course contents: محتويات الدورة:

- Languages
- Social sciences
- Sciences
- General mathematics
- Computer
- Economics
- Law
- Quantitative management
- Financial Mathematics
- Communication And organization
- Commercial Activities
- Accounting Management
- Organization Techniques
- Professional Communication
- Commercial Function
- Commercial Analysis
- Sales
- Coherence of the commercial action

- Course Duration: 3 years
- Pre-requisite: 9th Grade

Course contents: محتويات الدورة

- Languages
- General Mathematics
- Law
- Financial mathematics
- Economics
- Statistics and Probabilities
- Administration Principles
- General Accounting
- Marketing
- Informatics
- Human aspects of organizations
- Analytical accounting
- Consumer's behavior
- Marketing research
- Operational research
- Applied tax
- Information and management systems
- Commercial negotiation
- Marketing strategy
- International marketing and services
- Publicity
- Commercial Management
- Managerial skills
- Budget and financial management
- Case Study

• Course Duration: 2 years

• Pre-requisite: 12th Grade or equivalent

Course contents: محتويات الدورة:

- Languages
- General mathematics
- Social sciences
- Law
- Physics
- Chemistry
- Engine
- Diesel engine management
- Transmission
- Chassis
- Electric and electronic Systems
- Automotive technology
- First Material technology
- Drawings
- Computer
- Sheet metal workshop and welding

- Course Duration: 3 years
- Pre-requisite: 9th Grade

Accounting and computer المحاسبة والمعلوماتية



Course contents: محتويات الدورة:

- Languages
- Social sciences
- Sciences
- General mathematics
- Computer
- Economics
- Law
- Quantitative management
- Financial Mathematics
- Communication And organization
- Commercial Activities
- Accounting Management
- Organization Techniques
- Professional Communication
- Accounting technique
- Analytical and forecast accounting

- Course Duration: 3 years
- Pre-requisite: 9th Grade

Course contents: محتويات الدورة:

- Languages
- General mathematics
- Social sciences
- Sciences
- Mechanics
- Electricity
- Telecommunication
- Electrical Machines
- Audio-Visual
- Emission and Reception
- Industrial Electronics
- Television
- Electronic circuits analysis
- Analog Electronics
- Digital Electronics
- Drawings
- Computer
- Practical Works

- Course Duration: 3 years
- Pre-requisite: 9th Grade

SMILE FOR A BRIGHT CAREER



NURSING

الرعاية التمريضية



Course contents: محتويات الدورة:

- Languages
- Sciences
- Computer
- Clinical and general psychology
- Anatomy
- Microbiology
- Dietetic
- Family health (mother and child)
- Ear, nose and throat diseases
- Ophthalmology
- Dermatology
- Gastroenterology
- Orthopedics
- Gerontology
- Psychology
- Pharmacology
- Epidemiology and Public Health
- Heart and arteries
- Glands
- Nervous system
- Kidney and urinary tract
- Cancer tumors
- Training

• Course Duration: 2 years

• Pre-requisite: 12th Grade or equivalent

Auditing and Expertise in Accounting

التدقيق والخبرة في المحاسبة



Course contents: محتويات الدورة:

- Languages
- General Mathematics
- Law
- Financial mathematics
- Economics
- Statistics and Probabilities
- Administration Principles
- General Accounting
- Marketing
- Informatics
- Human aspects of organizations
- Analytical accounting
- Company Accounting
- Financial analysis
- Applied tax
- Special Accounting
- Forecast management and budgets
- Auditing
- Case Study

- Course Duration: 2 years
- Pre-requisite: 12th Grade or equivalent

Management Computer المعلوماتية الإدارية



Course contents: محتويات الدورة:

- Languages
- General Mathematics
- Law
- Financial mathematics
- Economics
- Statistics and Probabilities
- Administration Principles
- Architecture and computer system
- Data base
- Algorithm and Data structure
- Object oriented programming (Java)
- Analysis methodology
- Operational research
- Network
- Web programming
- VB.net programming
- Operating System (windows)
- Operating System (Unix)
- Final Project

• Course Duration: 2 years

• Pre-requisite: 12th Grade or equivalent

Nursing

العناية التمريضية



Course contents: محتويات الدورة:

- Languages
- Research techniques
- Demography
- Medical statistics
- Gerontology
- Emergency Medicine and Recovery
- Preventive medicine
- Applicable law
- Nursing Management and Communication
- Quality systems for hospitals
- Project
- Training

- Course Duration: 1 year
- Pre-requisite: TS Nursing

Why Byblos Institute?

By joining Byblos Institute, you made the right choice:

- At Byblos Institute you'll benefit from more than 50 years of experience in the education field
- At Byblos Institute all regular courses provide certificates that are approved by the ministry of education and higher education.
- At Byblos Institute all private courses are under the MDTP section that has been created to assist individuals and companies in developing their technical skills and advancing in their careers
- At Byblos Institute you'll find innovative specializations in the technical studies
- At Byblos Institute you'll be taught by the best instructors who possess a rich work experience
- Byblos Institute has trained over the years many servicing teams for major companies and embassies

General remark:

All private courses duration and content may vary according to the student's technical background and needs.

من خلال انضمامك إلى معهد بيبلوس، لقد قمت بالاختيار الصحيح:

- في معهد بيبلوس ، ستستفيد من خبرة تزيد عن 50 عامًا في مجال التعليم
- في معهد بيبلوس ، جميع شهادات الدورات النظامية الخاصة مصدقة من وزارة التربية والتعليم العالي
- في معهد بيبلوس ، تتوفر جميع الدورات الخاصة تحت قسم MDTP الذي إنشأه المعهد لمساعدة الأفراد والشركات في تطوير مهاراتهم الفنية والتقدم في وظائفهم.
- في معهد بيبلوس ، ستجد اختصاصات متطورة وجديدة في الدراسات الفنية والتقنية
- في معهد بيبلوس ، سيتم تأهيلك من قبل أفضل المدربين الذين يتمتعون بكفاءة عالية
- قام معهد بيبلوس بتدريب العديد من فرق الصيانة للشركات الكبرى والسفارات

ملاحظة عامة:

قد تختلف مدة الدورات الخاصة ومحتواها وفقًا للمستوى العلمي للطالب واحتياجاته.



BYBLOS INSTITUTE
high technical institute

Dora highway - Tel: 01 894600

Alay - Tel: 05 556603

www.byblosinstitute.edu.lb