

Kingdom of Saudi Arabia

**The National Commission For Academic
Accreditation & assessment**



COURSE SPECIFICATION

Course Specification

Institution	Shaqra University
College/Department	Al-Muzahimiah Faculty of Education / Department of English

A Course Identification and General Information

1. Course title and code: English Subject- <i>Najm 105</i>
2. Credit hours: 14 hours
3. Program(s) in which the course is offered. (If general elective available in many programs indicate this rather than list programs)
B. A. in English
4. Name of faculty member responsible for the course Noora Almoghiri
5. Level/year at which this course is offered: level 1 / 1st year
6. Pre-requisites for this course (if any)None
7. Location if not on main campus Main campus



B Objectives

1. Summary of the main learning outcomes for students enrolled in the course.

The course aims at training the students in reading, grammar, vocabulary, listening& speaking, writing and reading strategies and skills. It will address different skills and strategies like: mechanics of reading, basics structures of sentences in grammar, vocabulary comprehension, and conversational language in listening & speaking .The course asks the students to write texts.

2. Briefly describe any plans for developing and improving the course that are being implemented. (e.g increased use of IT or web based reference material, changes in content as a result of new research in the field)



C. Course Description

1 Topics to be Covered		
Contact hours	week	Topic(s)
14 hours	1	Introduction
14 hours	2	Unit 1: Please call me Beth
14 hours	3	Unit 2: How do you spend your day?
14 hours	4	Unit 3: How much is it?
14 hours	5	Unit 5: Tell me about your family
14 hours	6	Revision
14 hours	7	1 st Mid-Term Exam
14 hours	8	Unit 6: How often do you exercise?
14 hours	9	Unit 7: We had a great time!
14 hours	10	Unit 8: What's your neighborhood like?
14 hours	11	Unit 10: Have you ridden a camel?



14 hours	12	2nd Mid-Term Exam
14 hours	13	Unit 12: It really works!

2. Course components (total contact hours per semester):

Lecture: 182 hours	Tutorial:	
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3. Additional private study/learning hours expected for students per week. (This should be an average: for the semester not a specific requirement in each week)

4. Development of Learning Outcomes in Domains of Learning

For each of the domains of learning shown below indicate:

- A brief summary of the knowledge or skill the course is intended to develop;
- A description of the teaching strategies to be used in the course to develop that knowledge or skill;
- The methods of student assessment to be used in the course to evaluate learning outcomes in the domain concerned.



a. Knowledge

(i) Description of the knowledge to be acquired

Students will apply necessary reading, grammar, vocabulary, listening& speaking, writing and reading strategies and skills. The following skills and strategies will be addressed: mechanics of reading, reading techniques (through skimming , scanning and guessing the meaning from the context), vocabulary comprehension (use of word power and snapshots). Grammar (the course views meaning, form, and use as the three interacting dimensions of language). Writing (write a variety of real-world text types, e.g., e-mail messages, postcards, memos). Listening focuses on questions or tasks that gives the purpose for listening.

(ii) Teaching strategies to be used to develop that knowledge

1. Lectures.
2. Class discussion.
3. Regular class exercises
4. Homework

(iii) Methods of assessment of knowledge acquired

1. **Class participation.**
2. **Homework .**
3. **Midterm Exams.**



4. Final exam.

b. Cognitive Skills

(I) Cognitive skills to be developed

1. Students will be able to read , write and listen to any given text in a given time as well as recognize words quickly and effortlessly
2. Students will use stronger comprehensive reading ,writing and listening skills

(ii) Teaching strategies to be used to develop these cognitive skills

1. Students will be taught reading, writing and listening skills, strategies, and techniques
2. Students will also be taught how to use these techniques to deal with any given text
3. Students will be encouraged to use these skills through class exercises and group work until they can use them independently

(iii) Methods of assessment of students cognitive skills

1. Class participation
2. Quizzes
3. Midterm exams

c. Interpersonal Skills and Responsibility

(i) Description of the interpersonal skills and capacity to carry responsibility to be developed

1. Students will practice their reading , writing and speaking` skills by participating in class discussion and exercises
2. Students can participate in class discussion and think critically

(ii) Teaching strategies to be used to develop these skills and abilities

1. Lectures in which students are made aware of the significance of time management
2. Lectures to train the students to use these techniques
3. Regular class exercises to practice their use of reading skills

(iii) Methods of assessment of students interpersonal skills and capacity to carry responsibility

1. Active class participation reflects the students ability to keep up with the skills schedule
2. Performance on midterms and final exams are evidence of the student's ability to recollect and synthesize information
3. Instructor's assessment of student's performance and seriousness during individual supervision hours



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(i) Description of the skills to be developed in this domain.
(ii) Teaching strategies to be used to develop these skills
(iii) Methods of assessment of students numerical and communication skills
e. Psychomotor Skills (if applicable)
(i) Description of the psychomotor skills to be developed and the level of performance required Not Applicable
(ii) Teaching strategies to be used to develop these skills Not Applicable
(iii) Methods of assessment of students psychomotor skills



Not Applicable

5. Schedule of Assessment Tasks for Students During the Semester

Assessment	Assessment task (e.g. essay, test, group project, examination etc.)	Week due	Proportion of Final Assessment
1	1 st midterm	Week 7	20%
2	Participation	weekly	20%
3	2 nd midterm	Week 12	20%
4	Final Test	Week 15	40%

D. Student Support



1. Arrangements for availability of faculty for individual student consultations and academic advice. (include amount of time faculty are available each week)

4 hours per course per week

E. Learning Resources

1. Required Text(s)

Interchange (1)

1. Essential References

None

4-.Electronic Materials, Web Sites etc


None

5- Other learning material such as computer-based programs/CD, professional standards/regulations CD, projector.

None



F. Facilities Required

Indicate requirements for the course including size of classrooms and laboratories (i.e. number of seats in classrooms and laboratories, extent of computer access etc.)
<p>1. Accommodation (Lecture rooms, laboratories, etc.)</p> <p>Lecture rooms should be large enough to accommodate the number of registered students</p>
<p>2. Computing resources</p> <p>Laptop computer - projector system</p>
<p>3. Other resources (specify –e.g. If specific laboratory equipment is required, list requirements or attach list)</p> <p>None</p> 

G Course Evaluation and Improvement Processes

1 Strategies for Obtaining Student Feedback on Effectiveness of Teaching

1. Midterm evaluation feed-back form to increase instructor's awareness of the weak and strong points of the class
2. End of term college evaluation of course by students (to be collected by the department)

2 Other Strategies for Evaluation of Teaching by the Instructor or by the Department

1. Peer evaluation to assess ability of faculty members to work with their colleagues
2. Class observations by supervisors

3 Processes for Improvement of Teaching

1. Training sessions
2. Regular meetings where problems are discussed and solutions given
3. Discussion of challenges in the classroom with colleagues and supervisors
4. Encouragement of faculty members to attend professional development conferences
5. Set goals for achieving excellence in teaching at the beginning of each new semester after reviewing last

semester's
teaching strategies and results

4. Processes for Verifying Standards of Student Achievement (e.g. check marking by an independent faculty member of a sample of student work, periodic exchange and remarking of a sample of assignments with a faculty member in another institution)

1. Check marking of a sample of examination papers either by a resident or visiting faculty member
2. Students who believe they are under graded can have their papers checked by a second reader

5 Describe the planning arrangements for periodically reviewing course effectiveness and planning for improvement.

1. Compare syllabi and course description with other universities (including those on the net)
2. Biannual meetings of faculty members to discuss improvement
3. Have a curriculum review committee to review the curriculum periodically and suggest improvements.

