جامعة المجمعة
Majmaah University

Course Specifications

Institution:	Majmaah University
Academic Department :	English Department
Programme :	Preparatory year
Course :	English for Engineering
Course Coordinator :	Samer Abo Serdanah
Programme Coordinator :	.....
Course Specification Approved Date :	…./ … / …… H

This form compatible with NCAAA 2013 Edition

A. Course Identification and General Information

1 - Course title : English for Engineering		Course Code: Peng123	
2. Credit hours : (2)			
3 - Program(s) in which the course is offered: Preparatory year for scientific colleges			
4 – Course Language : English			
5 - Name of faculty member responsible for the course: Samer Abo serdanah			
6 - Level/year at which this course is offered :			
7 - Pre-requisites for this course (if any) : •			
8 - Co-requisites for this course (if any) : •			
9 - Location if not on main campus : (main campus)			
10 - Mode of Instruction (mark all that apply)			
A - Traditional classroom	30	What percentage?	66.66 %
B - Blended (traditional and online)	15	What percentage?	33.33 %
D - e-learning		What percentage?	..... %
E - Correspondence		What percentage?	..... %
F - Other		What percentage?	..... %
Comments :			

B Objectives

What is the main purpose for this course?

- To improve the students' professional communication skills.
- Enabling the students to communicate more confidently and effectively in their respective fields.
- To familiarize the students' with the technical and semi-technical vocabulary that in turn will enable them to become familiar with and practice using the specialist language they need for their specialty.
- Enabling the students' to describe general and common technical problems and suggesting solutions to working with drawings.
- To understand the role of designing in engineering and to differentiate between different design stages.

Briefly describe any plans for developing and improving the course that are being implemented :

- The use of web based material as a supplementary material, to help the students' to rely on themselves.
- The use of active boards in the classroom for explanation, problem solving tasks and presentations, to motivate the students' to participate and to keep them focused.
- The use of different visual and auditory teaching aids, such as; pictures, audio scripts and videos, to help the students acquire the required knowledge.

C. Course Description

1. Topics to be Covered

List of Topics	No. of Weeks	Contact Hours
• List of Topics.	1	3
• Technology in use.	1.5	4
• Materials technology.	1	3
• Components and assemblies.	1.5	4
• Engineering design.	1	3
• Breaking point: Describing types of technical problems.	1.5	4
• Technical development and requirements.	1	3
• Procedures and precautions: Describing health and safety precautions	1.5	4
• Monitoring and control	1	3
• Theory and practice	1.5	4

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

	Lecture	Tutorial	Laboratory	Practical	Other:	Total

Contact Hours	**45**	.....	.....	.....	.....	45
Credit	**30**	.....	.....	.....	.....	30

3. Additional private study/learning hours expected for students per week. .....

4. Course Learning Outcomes in NQF Domains of Learning and Alignment with Assessment Methods and Teaching Strategy

	NQF Learning Domains And Course Learning Outcomes	Course Teaching Strategies	Course Assessment Methods
1.0	**Knowledge**		
1.1	Familiarity with technical and semi-technical engineering related vocabulary.	- Authentic Reading texts. -Items' Pictures Drills.	-Exams -Home works
1.2		.....	.....
1.3	.....	.....	.....
1.4	.....	.....	.....
1.5	.....	.....	.....
1.6	.....	.....	.....
2.0	**Cognitive Skills**		
2.1			
2.2	Ability to describe, analyze and solve general technical problems.	-Peer and group tasks. - Role playing.	-Projects.
2.3	.....	.....	.....
2.4	.....	.....	.....

	NQF Learning Domains And Course Learning Outcomes	Course Teaching Strategies	Course Assessment Methods
2.5	.....	.....	.....
2.6	.....	.....	.....
3.0	**Interpersonal Skills & Responsibility**		
3.1	Prepare learners for their everyday working lives.	-Real time situations.	-Observation.
3.2		.....	.....
3.3	.....	.....	.....
3.4	.....	.....	.....
3.5	.....	.....	.....
3.6	.....	.....	.....
4.0	**Communication, Information Technology, Numerical**		
4.1	Communicate professionally in the technical field.	-Listening speaking exercises. -Peer and group discussions.	-Questions. -Exams
4.2	Use of basic mathematical and statistical information in English and the use of ICT in searching for information and presenting reports.	Teaching. Practicing.	-Exams. -Projects. - essay assignments
4.3	.....	.....	.....
4.4	.....	.....	.....
4.5	.....	.....	.....
4.6	.....	.....	.....
5.0	**Psychomotor**		
5.1	.....	.....	.....
5.2	.....	.....	.....
5.3	.....	.....	.....
5.4	.....	.....	.....
5.5	.....	.....	.....
5.6	.....	.....	.....

5. Schedule of Assessment Tasks for Students During the Semester:

	Assessment task	Week Due	Proportion of Total Assessment

1	Quiz 1	Week 4	5%
2	Mid-term Exam	Week 8	20%
3	Quiz 2	Week 12	5%
4	2nd Paper Exam	Week 16	20%
5	Participation, assignments and presentation	Week 16	10%
6	Final Exam	Week 18	40%
7	.....	.....	.....
8	.....	.....	.....

D. Student Academic Counseling and Support

- Students' can meet the teaching staff for consultation and academic advice within the appointed office hours by staff members.
- Each staff member has 5 office hours per week.

E. Learning Resources

1. List Required Textbooks :

- **Technical English 1**
- .....
- .....

2. List Essential References Materials :

3. List Recommended Textbooks and Reference Material :

- .....
- .....
- .....

- 4. List Electronic Materials :
- Engineering case studies online.
- Teachers' book online.
- IEEE English for Engineering
-

5. Other learning material :

- 2 audio CDs.

F. Facilities Required

1. Accommodation

- Lecture rooms.

- .....
- .....

2. Computing resources

- Data show.
- Interactive smart board.
- Laptop.
- Speakers.

3. Other resources

- .....
- .....
- .....

G Course Evaluation and Improvement Processes

1 Strategies for Obtaining Student Feedback on Effectiveness of Teaching:

- Confidential completion of standard course evaluation questionnaire.
- Focus group discussion with small groups of students.

2 Other Strategies for Evaluation of Teaching by the Program/Department Instructor :

- Observations and assistance from colleagues.
- Independent assessment of standards achieved by students.
- Independent advice on assignment tasks.

3 Processes for Improvement of Teaching :

- Enhancing teaching and learning by using all available technologies in the process.
- Workshops on teaching methods.
- Review of recommended teaching strategies.

4. Processes for Verifying Standards of Student Achievement

- Check marking by an independent member teaching staff of a sample of student work.
- Periodic exchange and remarking of tests or a sample of assignments with staff at another institution.

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

- Review syllabus in order to ensure a thorough course evaluation.
- Evaluation of the course by the faculty at the beginning of the academic year.
- Orient instructors new to the process.
- Review each instructor course evaluation in a timely manner.

- Obtain necessary revisions from instructors.
- Collate evaluations for the course, noting any immediate improvements to be made to course delivery.
- Discuss results of evaluations with faculty as needed.
- Instructors explain how each outcome was evaluated, document the results of these.
- Assessments, and explain how these results may be used to improve the course.

Course Specification Approved
Department Official Meeting No (…..) Date … / …. / ….. *H*

Course's Coordinator		**Department Head**	
Name :	.....	***Name :***	.....
Signature :	.....	***Signature :***	.....
Date :	…./ … / …… *H*	***Date :***	…./ … / …… *H*