جامعة المجمعة
Majmaah University

Course Specifications

Muharram 1437 H

Institution:	Majmaah University
Academic Department :	English Language
Programme :	Deanship of Preparatory Year
Course :	English for Engineering and Science Tracks
Course Coordinator :	Mr. Samer Jamil Abu Sirdaneh
Programme Coordinator :	Mr. Tariq Abed Hamed
Course Specification Approved Date :	…./ … / …… H

This form compatible with NCAAA 2013 Edition

A. Course Identification and General Information

1 - Course title : English for Engineering and Science Tracks.	Course Code: PENG 123
2. Credit hours : (2 hrs.)	
3 - Program(s) in which the course is offered:	Bachelor in Engineering, Bachelor in Computer Science, Bachelor in Science
4 – Course Language : English	
5 - Name of faculty member responsible for the course:	Mr. Samer Jamil Abu Sirdaneh
6 - Level/year at which this course is offered :	2nd level, 1st year
7 - Pre-requisites for this course (if any) : •	
8 - Co-requisites for this course (if any) : •	
9 - Location if not on main campus : (PYP Building for Male Sections in Majmaah and Zulfi, PYP Building for Female Sections in Majmaah and Zulfi.)	

10 - Mode of Instruction (mark all that apply)

A - Traditional classroom	√	What percentage?	100 %
B - Blended (traditional and online)		What percentage?	..... %
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 :

- Continuous updating of the information, knowledge and skills included in the course through continuous search for new knowledge and skills available in recent publications (references, books, researches, magazines, internet….).
- Verifying the information resources.
- 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
Introduction to Technical English	1	4
Unit 1 Check-up	1	4
Unit 2 Parts (1)	1	4
Unit 3 Parts (2)	1	4
Unit 4 Movement	1	4
Mid-Term Revision	1	4
Unit 5 Flow	1	4
Unit 6 Materials	1	4
Unit 7 Specifications		4

Unit 8 Reporting	1	4
Second Mid-Term Revision	1	4
Unit 9 Troubleshooting	1	4
Unit 10 Safety	1	4
Unit 11 Cause and effect	1	4
Unit 12 Checking and confirming	1	4
Final Revision	1	4

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

	Lecture	Tutorial	Laboratory	Practical	Other:	Total
Contact Hours	60 hrs.	.....	.....	.....	.....	60 hrs.
Credit	30 hrs.	.....	.....	.....	.....	30 hrs.

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

4 hrs.

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.	Group discussion, lecture, team work learning, and handouts.	Continuous feedback, oral, Quizzes, and written exams
2.0	**Cognitive Skills**		
2.1	Ability to describe, analyze and solve general technical problems.	Group discussion, lecture, team work	Quizzes, written exams.

	NQF Learning Domains And Course Learning Outcomes	Course Teaching Strategies	Course Assessment Methods
		learning, quizzes and assignments.	
3.0	**Interpersonal Skills & Responsibility**		
3.1	Demonstrate certain team work activities.	Assignments and team work activities	Observing students, assignment.
4.0	**Communication, Information Technology, Numerical**		
4.1	Use of basic mathematical and statistical information in English and the use of internet in searching for information and presenting reports.	Research activities, assignments.	Assignments, participation.
5.0	**Psychomotor**		
5.1	Not applicable	Not applicable	Not applicable

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

	Assessment task	Week Due	Proportion of Total Assessment
1	Quiz – 1	4th week	5%
2	Midterm exam 1	6th week	20%
3	Quiz – 2	8th week	5%
4	Midterm exam 2	10th week	20%
5	Participation and Professionalism	15th week	5%
6	Assignments	15th week	5%
7	Final Assessment exam	17th week	40%

D. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice. • 5 hours are scheduled as office hours per week.

E. Learning Resources

1. List Required Textbooks : David Bonamy, Technical English 1 Course Book. Pearson Longman. London, 2008.
2. List Essential References Materials : David Bonamy, Technical English 1 Work Book. Pearson Longman. London, 2008.
3. List Recommended Textbooks and Reference Material : • Engineering 1 Student's Book by Lewis Lansford. • Flash on English for Mechanics, Electronics and Technical Assistance by Sabrina Sopranzi. • Cambridge English for Engineering by Mark Ibbotson.
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 • Classrooms; each equipped with 5 tables and 25 seats.
2. Computing resources • AV. • Smart Board. • Projector. • Software.
3. Other resources • N\P

G Course Evaluation and Improvement Processes

1 Strategies for Obtaining Student Feedback on Effectiveness of Teaching:

- Students Evaluation Questionnaire at the end of term.
- Daily log for students comments and observations.

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

- Peer Review evaluation of course' content, format, and teaching strategies
- Cross-review between male and female departments
- External reviewers of the course annually.

3 Processes for Improvement of Teaching :

- Keeping up-to-date with new international trends and innovations in teaching strategies.
- Conducting research to evaluate best methods of teaching
- Seeking external assessment of teaching strategies (supervised by Head of Department and College Dean).
- Attending relevant workshops and seminars.
- Review of course components (contents teaching strategies and format) by internal and external reviewers at least annually.

4. Processes for Verifying Standards of Student Achievement

- Marking and scoring checking 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 same institution.
- Periodic exchange and remarking of a sample of assignments with a faculty member in another institution.
- Discussing course objectives, teaching strategies, exams, students learning abilities and achievements, with another colleague in the same field.

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

- The process starts with the head of department review 4-monthly in accordance with students' achievement (initial Review).
- Then annual review and assessment of the course both internally and externally.
- All done with consideration to feedback from students and other faculty members.

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

Course's Coordinator		Department Head	
Name :	Samer Jamil Abu Sirdaneh	***Name :***	Tariq Hamed
Signature :	.....	***Signature :***	.....
Date :	1/ 2 / 1438 *H*	***Date :***	…./ … / …… *H*