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| --- | --- | --- |
| EXC-01-02-02A | **Form Number** | **Form:**  **Course Syllabus** |
| 2/3/24/2022/2963  05/12/2022 | **Issue Number and Date** |
|  | **Number and Date of Revision or Modification** |
| 2/3/24/2023 | **Deans Council Approval Decision Number** |
| 23/01/2023 | **The Date of the Deans Council Approval Decision** |
| 06 | **Number of Pages** |

|  |  |  |
| --- | --- | --- |
| **1.** | **Course Title** |  |
| **2.** | **Course Number** |  |
| **3.** | **Credit Hours (Theory, Practical)** |  |
| **Contact Hours (Theory, Practical)** |  |
| **4.** | **Prerequisites/ Corequisites** |  |
| **5.** | **Program Title** |  |
| **6.** | **Program Code** |  |
| **7.** | **School/ Center** |  |
| **8.** | **Department** |  |
| **9.** | **Course Level** |  |
| **10.** | **Year of Study and Semester (s)** |  |
| **11.** | **Other Department(s) Involved in Teaching the Course** |  |
| **12.** | **Main Learning Language** |  |
| **13.** | **Learning Types** | ☐Face to face learning ☐Blended ☐Fully online |
| **14.** | **Online Platforms(s)** | ☐Moodle ☐Microsoft Teams |
| **15.** | **Issuing Date** |  |
| **16.** | **Revision Date** |  |

**17. Course Coordinator:**

|  |
| --- |
| Name: Contact hours:  Office number: Phone number:  Email: |

**18. Other Instructors:**

|  |
| --- |
| Name:  Office number:  Phone number:  Email:  Contact hours:  Name:  Office number:  Phone number:  Email:  Contact hours: |

**19. Course Description:**

|  |
| --- |
| As stated in the approved study plan. |

**20. Program Intended Learning Outcomes:** (To be used in designing the matrix linking the intended learning outcomes of the course with the intended learning outcomes of the program)

**1.**

**2.**

**3.**

**4.**

**21. Course Intended Learning Outcomes:** (Upon completion of the course, the student will be able to achieve the following intended learning outcomes)

**1.**

**2.**

**3.**

**4.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Course ILOs | The learning levels to be achieved | | | | | |
| Remembering | Understanding | Applying | Analysing | evaluating | Creating |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
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**22. The matrix linking the intended learning outcomes of the course with the intended learning outcomes of the program:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Program ILOs  Course ILOs | ILO (1) | ILO (2) | ILO (3) | ILO (4) | ILO (5) |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |

**23. Topic Outline and Schedule:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Week** | **Lecture** | **Topic** | **ILO/s Linked to the Topic** | **Learning Types**  **(Face to Face/ Blended/ Fully Online)** | **Platform Used** | **Synchronous / Asynchronous Lecturing** | **Evaluation Methods** | **Learning Resources** |
| 1 | 1.1 |  |  |  |  |  |  |  |
| 1.2 |  |  |  |  |  |  |  |
| 1.3 |  |  |  |  |  |  |  |
| 2 | 2.1 |  |  |  |  |  |  |  |
| 2.2 |  |  |  |  |  |  |  |
| 2.3 |  |  |  |  |  |  |  |
| 3 | 3.1 |  |  |  |  |  |  |  |
| 3.2 |  |  |  |  |  |  |  |
| 3.3 |  |  |  |  |  |  |  |
| 4 | 4.1 |  |  |  |  |  |  |  |
| 4.2 |  |  |  |  |  |  |  |
| 4.3 |  |  |  |  |  |  |  |
| 5 | 5.1 |  |  |  |  |  |  |  |
| 5.2 |  |  |  |  |  |  |  |
| 5.3 |  |  |  |  |  |  |  |
| 6 | 6.1 |  |  |  |  |  |  |  |
| 6.2 |  |  |  |  |  |  |  |
| 6.3 |  |  |  |  |  |  |  |
| 7 | 7.1 |  |  |  |  |  |  |  |
| 7.2 |  |  |  |  |  |  |  |
| 7.3 |  |  |  |  |  |  |  |
| 8 | 8.1 |  |  |  |  |  |  |  |
| 8.2 |  |  |  |  |  |  |  |
| 8.3 |  |  |  |  |  |  |  |
| 9 | 9.1 |  |  |  |  |  |  |  |
| 9.2 |  |  |  |  |  |  |  |
| 9.3 |  |  |  |  |  |  |  |
| 10 | 10.1 |  |  |  |  |  |  |  |
| 10.2 |  |  |  |  |  |  |  |
| 10.3 |  |  |  |  |  |  |  |
| 11 | 11.1 |  |  |  |  |  |  |  |
| 11.2 |  |  |  |  |  |  |  |
| 11.3 |  |  |  |  |  |  |  |
| 12 | 12.1 |  |  |  |  |  |  |  |
| 12.2 |  |  |  |  |  |  |  |
| 12.3 |  |  |  |  |  |  |  |
| 13 | 13.1 |  |  |  |  |  |  |  |
| 13.2 |  |  |  |  |  |  |  |
| 13.3 |  |  |  |  |  |  |  |
| 14 | 14.1 |  |  |  |  |  |  |  |
| 14.2 |  |  |  |  |  |  |  |
| 14.3 |  |  |  |  |  |  |  |
| 15 | 15.1 |  |  |  |  |  |  |  |
| 15.2 |  |  |  |  |  |  |  |
| 15.3 |  |  |  |  |  |  |  |

**24. Evaluation Methods:**

Opportunities to demonstrate achievement of the ILOs are provided through the following assessment methods and requirements:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Evaluation Activity** | **Mark** | **Topic(s)** | **ILO/s Linked to the Evaluation activity** | **Period (Week)** | **Platform** |
|  |  |  |  |  |  |
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**25. Course Requirements:**

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| --- |
| (e.g.: students should have a computer, internet connection, webcam, account on a specific software/platform…etc.): |

**26. Course Policies:**

|  |
| --- |
| A- Attendance policies:  B- Absences from exams and submitting assignments on time:  C- Health and safety procedures:  D- Honesty policy regarding cheating, plagiarism, misbehavior:  E- Grading policy:  F- Available university services that support achievement in the course: |

**27. References:**

|  |
| --- |
| A- Required book(s), assigned reading and audio-visuals:  B- Recommended books, materials, and media: |

**28. Additional information:**

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| --- | --- | --- |
| Name of the Instructor or the Course Coordinator:  ………………………………………………… | Signature:  …………...……………… | Date:  ……..………… |
| Name of the Head of Quality Assurance Committee/ Department  …………………………………………………. | Signature:  …………...……………… | Date:  ……..………… |
| Name of the Head of Department  …………………………………………………. | Signature:  …………...……………… | Date:  ……..………… |
| Name of the Head of Quality Assurance Committee/ School or Center  …………………………………………………. | Signature:  …………...……………… | Date:  ……..………… |
| Name of the Dean or the Director  …………………………………………………. | Signature:  …………...……………… | Date:  ……..………… |