**Course Description Form**

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| **1- Course Name:** | | | | | | | |
| **English language** | | | | | | | |
| **2- Course Code** | | | | | | | |
|  | | | | | | | |
| **3- Year/Quarterly:** | | | | | | | |
| **annual** | | | | | | | |
| **4. Date of preparation of this description:** | | | | | | | |
| **24/3/2024** | | | | | | | |
| **5**. **Available Forms of Attendance:** | | | | | | | |
| **Presence** | | | | | | | |
| **6**. **Number of study hours/units:** | | | | | | | |
| **2 hours** | | | | | | | |
| **7- Course Administrator Name:** | | | | | | | |
| **Name: Muthanna Hafedh Dawood**  **Email: muthanahafedh@gmail.com** | | | | | | | |
| **8- Course Objectives** | | | | | | | |
| **Course Objectives** | |          Identify the rules of the English language.  • Learn the conversation skills in English.  • I Identify translation skills in English.  Ide Identify writing skills in the English language.  Ide Identify reading skills in the English language.   | | | | | |
| **9- Teaching and Learning Strategy** | | | | | | | |
| **Strategy** | | 1- | | | | | |
| **10. Course Structure** | | | | | | | |
| **Week** | **Hours** | | **Required Learning Outcomes** | **Unit/Subject Name** | | **Learning method** | **Evaluation method** |
| The first | 2 | | Basics of the English language | English concepts | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| The second | 2 | | English pronouns | Learn about pronoun concepts | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Third | 2 | | Auxiliary verbs | Identify auxiliary verbs in English | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Fourth | 2 | | Verb rules | Learn about the rules of verbs in the English language | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Fifth | 2 | | Sections of speech | Identify the parts of speech in the English language | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Sixth | 2 | | Rules for nouns - rules for adjectives | Learn about the concepts of noun and adjective grammar | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Seventh | 2 | | Solving exercises | Solve the exercises related to the previous chapters | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Eighth | 2 | | Experimental exam | To know the level of students through understanding the academic material | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Ninth |  | |  | First Monthly Exam / First Semester | | editorial | 10 degrees |
| Tenth | 2 | | English conjunctions | Identify conjunctions in the English language | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Eleventh | 2 | | English Prepositions | Recognizing prepositions in the English language | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twelfth | 2 | | Negation rule | Identify the negation tools in the English language | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Thirteenth | 2 | | Question composition | To give students the concept of question formulation in the English language | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Fourteenth | 2 | | Solution exercises + practice exam | Solving the exercises of previous chapters + conducting a trial exam for students to determine their understanding of the given materials | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Fifteenth |  | |  | Second Monthly Exam / First Semester | | editorial | 10 degrees |
| Sixteenth | 2 | | Additional rules | To increase the student's knowledge of additional rules in the English language | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Seventeenth | 2 | | Irregular verbs | To enable the student to distinguish irregular irregular verbs from regular verbs | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Eighteenth | 2 | | Common words | To demonstrate the student's knowledge of common words used in the English language | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| nineteenth | 2 | | The difference between the British language and the American language | For the student to know the difference between languages | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| 20th | 2 | | Article Translation | To identify common students’ pronunciation errors during translation | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twenty one | 2 | | Write the official email | Increasing students' knowledge of writing official emails | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twenty-second | 2 | | Writing a CV | To teach the student to write his own CV | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twenty-third | 2 | | Solving exercises | Solve the exercises of the previous topics | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twenty-fourth | 2 | | Experimental exam | To know the students’ level of understanding of the academic material taught to them | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twenty-fifth | 2 | |  | First Monthly Exam / Second Semester | | editorial | 10 degrees |
| Twenty-sixth | 2 | | Conversation skills | To give students the ability to speak the English language and know the weak points of each student | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twenty-seventh | 2 | | Article translation | To understand the basics of students’ pronunciation through translation | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twenty-eighth | 2 | | Solving exercises | Solve exercises related to the previous topics | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Twenty-ninth | 2 | | Experimental exam | To know the students’ level of understanding the academic material | | 1- How to give lectures  2- Student Groups  3-Workshops  4. Reports and Studies  5. Case studies and discussion | 1- Exams of all kinds  2- Feedback from students  3- The way of expressing faces  4-Learning Matrix  5. Reports and studies |
| Xxx |  | |  | Second Monthly Exam / Second Semester | | editorial | 10 degrees |
| **11. Course Evaluation** | | | | | | | |
| Distribution of the score out of 100 according to the tasks assigned to the student such as daily preparation, daily, oral, monthly, written exams, reports .... etc | | | | | | | |
| **12. Learning and Teaching Resources** | | | | | | | |
| **Headway student book 1: Headway exercise book 1.**  **Headway student book2: Headway exercise book2.**  **Headway student book 3: Headway exercise book3.**  **Headway student book 4: Headway exercise book 4** | | | | | Required prescribed books | | |
| NEW ENGLISH FILE BOOK  EN ENGLISH FOR MANAGEMENT. | | | | | Main references (sources) | | |
| NEW ENGLISH FILE BOOK.  EN ENGLISH FOR MANAGEMENT. | | | | | Scientific journals in administrative specializations | | |
| Websites specialized in the English language | | | | | Specialized Websites | | |
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