

**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic Accreditation
Accreditation Department**



Academic Program and Course Description Guide

2024

Introduction:

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the academic program description circulated according to the letter of the Department of Studies T 3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

Concepts and terminology:

Academic Program Description: The academic program description provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

Course Description: Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

Program Vision: An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

Program Mission: Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

Program Objectives: They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum Structure: All courses / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process)

whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

Teaching and learning strategies: They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name: Basra

Faculty/Institute: Education for woman

Scientific Department:

Academic or Professional Program Name:

Final Certificate Name:

Academic System:

Description Preparation Date:

File Completion Date:

Signature:

Signature:

Head of Department Name:

Scientific Associate Name:

Date:

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance Department:

Date:

Signature:

Approval of the Dean

1. Program Vision

Program vision is written here as stated in the university's catalogue and website.

2. Program Mission

Program mission is written here as stated in the university's catalogue and website.

3. Program Objectives

General statements describing what the program or institution intends to achieve.

4. Program Accreditation

Does the program have program accreditation? And from which agency?

5. Other external influences

Is there a sponsor for the program?

6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
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Institution Requirements				
College Requirements				
Department Requirements				
Summer Training				
Other				

* This can include notes whether the course is basic or optional.

7. Program Description				
Year/Level	Course Code	Course Name	Credit Hours	
2023–2024 the second		Environmental education	theoretical	practical
			2	

8. Expected learning outcomes of the program	
Knowledge	
	e concept of the environment and the stages of its development

	<p>2- The student's knowledge of the role of the environment in the prosperity of societies</p> <p>3- Developing the student's skills by giving an illustrative picture of the environment and its effects</p> <p>4- Preparing graduates capable of teaching environmental education</p>
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Skills	
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	<p>The student is familiar with the concept of the environment and the ecosystem and what the sections of this system are</p> <p>- Knowing the relationship between humans and the environment and what theories have emerged in defining the role of both the environment and humans</p>
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Ethics	
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	<p>Giving students an opportunity to explain the study material</p>
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9. Teaching and Learning Strategies	
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<p>1. In-person lectures</p> <p>2 Discussion and dialogue</p>

3- Homework

10. Evaluation methods

1. Daily oral questions
2. Reports
- 3- Homework assignments
4. Quarterly exams

11. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Ministerial	Lecturer
assistant teacher	Geography	Environmental education			Ministerial	

Professional Development

Mentoring new faculty members

Professional development of faculty members

12. Acceptance Criterion

13. The most important sources of information about the program

14. Program Development Plan
<p>The concept of ecology, types of environment, and stages of the human environment era</p> <p>Compatibility between different types of organisms within the ecosystem</p> <p>- The role of technology in developing the environment</p>

Program Skills Outline

				Required program Learning outcomes													
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics					
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4		
2023-2024		Environmental education	Basic														

- **Please tick the boxes corresponding to the individual program learning outcomes under evaluation.**

Course Description Form

Course Name: Environmental education

1.

2. Course Code:

3. Semester / Year: Annual

4. Description Preparation Date: 2023–2034

5. Available Attendance Forms: My presence only

6. Number of Credit Hours (Total) / Number of Units (Total)

60 hours per year, 2 hours per week

7. Course administrator's name (mention all, if more than one name)

Name: M.M. Lubna Faleh Ghali

Email: Lubanfal@gmail.com

8. Course Objectives

Course Objectives

- Getting to know the concept of the environment and ecology
- 2- The student's awareness of the negative effects of the environment

3- Preparing graduates capable of teaching environmental education in middle and middle schools

9. Teaching and Learning Strategies

Strategy

1. In-person lectures.
2. Assembly discussion.
3. Question method

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
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Academic Program Description Form

University name: University of Basra...

College/Institute: College of Education for Girls

Scientific Department: Department ofEducational and Psychological Sciences.....

Name of the academic or professional program: Bachelor's Democracy and Human Rights.

Name of final degree: Bachelor of Educational and Psychological Sciences

Academic system: annual

Description preparation date: 03/6/2024

Date of filling the file: 03/6/2024

Signature:

Head of Department Name:

Date:

Signature:

Scientific Associate Name:

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance

Department:

Date:

Signature:

Approval of the Dean

15. Program Vision
Program vision is written here as stated in the university's catalogue and website.

16. Program Mission

Program mission is written here as stated in the university's catalogue and website.

17. Program Objectives

General statements describing what the program or institution intends to achieve.

18. Program Accreditation

Does the program have program accreditation? And from which agency?

19. Other external influences

Is there a sponsor for the program?

20. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	60	60		
College Requirements	yes			
Department Requirements	yes			

Summer Training	no			
Other				

* This can include notes whether the course is basic or optional.

21. Program Description				
Year/Level	Course Code	Course Name	Credit Hours	
			theoretical	practical
2023–2024		Democracy and human rights	2	

22. Expected learning outcomes of the program	
Knowledge	
Learning Outcomes 1	Informing students about the importance of human rights and the most important foundations on which democracy is based
Skills	
Learning Outcomes 2	Educating students on the importance of human rights and democracy
Ethics	
Learning Outcomes 4	Developing students' abilities to share ideas
Learning Outcomes 5	Expressing one's thoughts and feelings regarding life matters, including academic material on democracy and human rights

23. Teaching and Learning Strategies

Explaining the scientific material by setting a number of questions and sharing viewpoints.

2- Write a review paper for all the pillars of democracy and the most important ideas presented during the lectures

3- Linking well-known critical ideas with students' critical opinions

24. Evaluation methods

Weekly, monthly, daily exams and the end of the year exam

25. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
Teacher	modern and contemporary European	American history			MalakMalak	

Professional Development

Mentoring new faculty members

Briefly describes the process used to mentor new, visiting, full-time, and part-time faculty at the institution and department level.

Professional development of faculty members

Briefly describe the academic and professional development plan and arrangements for faculty such as teaching and learning strategies, assessment of learning outcomes, professional development, etc.

26. Acceptance Criterion

(Setting regulations related to enrollment in the college or institute, whether central admission or others)

27. The most important sources of information about the program

Democracy and Human Rights – Muhammad Abed Al Jabri – 2004

Studies in democracy and human rights – Hadi Mishaan, Spring 2016

Modern and Contemporary History of Iraq – Muhammad Suhail Taqoush – 2006.

28. Program Development Plan

Studying the development of the stages of democracy and human rights from the end of the Ottoman era until 2006

Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024		Democrac y and human rights													

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- **Please tick the boxes corresponding to the individual program learning outcomes under evaluation.**

Course Description Form

11.	Course Name:	
		Democracy and human rights
12.	Course Code:	
13.	Semester / Year:	
		2023–2024
14.	Description Preparation Date:	
		6–03–2024
15. Available Attendance Forms:		
		My presence only
16. Number of Credit Hours (Total) / Number of Units (Total)		
		60 hours per year, 2 hours per week
17. Course administrator's name (mention all, if more than one name)		
	Name:	issa saad issa
	Email:	issa.saad@uobasrah.edu.iq
18. Course Objectives		
Course Objectives	<ul style="list-style-type: none"> • – 1 Increase the student's knowledge of the theoretical conceptual aspects and development of the subject of human rights and democracy • – Developing the student's critical skills regarding the reality of human rights and democracy 	

	<ul style="list-style-type: none"> - Training the student on the importance of active participation in the political and cultural life of the country, such as promoting respect for human rights principles and active participation in the political and cultural life of the country. Enabling students to understand the importance of education and spreading the culture of human rights and democracy in building a civilization based on good governance, the components of which are human rights, education and the participation in governance through fair elections.
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19. Teaching and Learning Strategies

Strategy	<p>1- Educational strategy, collaborative concept planning.</p> <p>2- Brainstorming education strategy.</p>
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20. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2 hours	- Providing students with the skill recognizing political concepts	Democracy and human rights	Explaining the scientific material reviewing the most important political concepts about democracy and human rights	
2					
3					
4					
5					
6					

7		2- Informi		Introducing
8		students abo		students to t
9		the me		necessity
10		important		freedom
11		stages of t		elections
12		development		Introducing
13		democracy		female studen
14		Iraq		to t
15				development
16				the stages
17				democracy
18				Iraq
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				

الطبع

30				
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21. Course Evaluation

Distribution is as follows: 25 marks for monthly and daily exams for the first semester. 25 marks for monthly and daily exams for the second semester. 50 marks for final exams

22. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Hadi, Riad Azbez. (2005). H (development, contents, and (Baghdad). Sindi, Naz. Badrakhan. (2012). and democracy. Ibn Rushd Education for Human Sciences, Baghdad.
Main references (sources)	adi, Riad Azbez. (2005). H (development, contents, and (Baghdad). Al-Dulaimi, Hafez Alwan. contemporary reading of human
Recommended books and references (scientific journals, reports...)	Al-Dulaimi, Hafez Alwan. contemporary reading of human
Electronic References, Websites	https://www.ohchr.org/ar/about-and-human-rights

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Scientific supervision and evaluation device

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2024

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The program's mission: It briefly explains the goals and activities necessary to achieve them, and also defines the program's development paths and directions.

Program objectives: These are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum structure: All courses/study subjects included in the academic program according to the approved learning system (semester, annual, Bologna track), whether it is a requirement (ministry, university, college, or scientific department), along with the number of study units.

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Academic program description form

University name: University of...Basra.....

College/Institute: College of Education for Girls...

Scientific Department: Department ofEducational and Psychological Sciences.....

Name of the academic or professional program: Bachelor's degree...Educational and Psychological Sciences.

Name of final degree: Bachelor's degree in Educational and Psychological Sciences.....

Academic system: annual

Description preparation date: 10/5/2023

Date of filling the file: 02/14/2024

Signature

The signature :

Name of scientific assistant: Dr. Mohamed Qasem:

the date

The name of head of department :

Dr.Sarah Ibrahim

Check the file before

Division of Quality Assurance and University Performance

Name of the Director of the Quality Assurance and University Performance Division:

the date

the signature

Authentication

of the Dean

1 – Program vision

The College of Education for Girls seeks to be one of the leading higher education institutions at the University of Basra in the field of modern education and scientific research through its scientific, research and administrative activities. It also works to provide an integrated path for its students and professors to make them active and creative in serving society in the fields of learning and teaching living languages.

Program message

Working to prepare and graduate leading scientific and leadership competencies in teaching, research, and providing service to the community, and in developing the balance of knowledge in the field of scientific research to serve the local, regional, and international community, as well as training and refining the minds of students scientifically and cognitively, and emphasizing social and cultural values and responding to the requirements of the local market.

Program objectives

- 1– Preparing specialized cadres capable of serving the community and preparing for the preparation of future specializations.
- 2– Spreading the culture of human diversity in society, transferring knowledge and linguistic skills, writing academic research, and creative scientific achievement through student- and teaching-focused activities.
- 3– The college seeks to conclude scientific and cultural cooperation agreements with corresponding colleges and corresponding departments in different colleges to achieve best practices in the fields of teaching, learning and translation.
- 4– Focusing on the educational and moral aspects of all its members and spreading the spirit of dedication, tolerance, commitment and work to serve the nation.
- 5– Paying attention to intellectual and cultural construction through openness to the experiences of other countries in the various fields of psychology

6- Focusing on the educational and moral aspect of the student and instilling a spirit of dedication, tolerance and commitment.

Programmatic accreditation Done

Other external influences nothing

Program structures

Program Structure	Percent age	Study Unit	Number of Courses	Notes
Institution requirements	100%	3	90	
College requirements:	Yes			
Department Requirements	yes			
There is no summer training				
Other				

1. Discription program

The year/level	Code of Established Course	Name of Established Course	Credit hours

2023/2024 First stage	-----	Psychology of individual differences	Theoretical 2 / practical 1

Teaching and learning strategies

- 1– Explaining the scientific material with realistic examples and clinical cases
- 2– Requesting homework
- 3– Presenting the latest scientific news, the results of international research, and the findings of science in interpreting the genetic map and clarifying the results of psychosocial interaction and the formation of individual differences.
- 4– The method of discussing and presenting cases in the classroom

Expected learning outcomes of the programme

- Preparing a psychology teacher in secondary and middle schools
- Skills
- Psychoanalysts
- Psychological researchers in courts and state homes to care for the elderly, orphans, and people with special needs according to the needs of the state and society

Value

Scientific value: The importance of psychology and individual differences in our daily lives

Health value: The importance of the physical and psychological well-being of the individual

Practical value: How to deal with different personalities in society (difference in genetics and environment)

Evaluation methods

Tests, standards, opinion polls, and daily, monthly, and final exams

Homework, questions, discussion and dialogue

The teaching staff				
Faculty members				
Academic rank	specialization	special requirements/skills (if any)		preparation of the teaching staff
Assistant Professor	General / special			
	Psychological Counseling	Mental Health		Staff

Professional development	Orienting new faculty members
Professional development for faculty	members
Acceptance standard	Excellent
The most important sources of information about the program –	<ul style="list-style-type: none"> – Psychology Linda Davidoff 4th edition – Clinical psychologist Timothy Trull – Basics of counseling and mental health. Dr Amal Al-Khalidi – Psychology of individual differences: Asaad Al-Emarah

Program development plan

- Access to the latest courses in the field of individual differences
- Review the results of studies in the field of genetics and environment
- Review the results of recent research in psychological referrals
- Field visits to lobbies and psychological centers to identify individual differences and identify abnormal behavior

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مخطط مهارات البرنامج Program skills chart

Learning outcomes required from the programme

VALUES				SKILLES				KNOWILEGE				Basic or optional	Course name	Course code	Year/level Knowledge Skills Values
C4	C3	C2	C1	B4	B3	B2	B1	A4	A3	A2	A1				
													Individual Differences		

MODEL OF DISCREPTION PROGRAM

ITEMS	HOURS	METHOUES OF TEACHING	METHOUES OF EVALUATION
<p>Meaning of individual differences</p> <p>Definition of difference and individual psychology</p> <p>The emergence of the psychology of individual differences</p> <p>The relationship of the psychology of individual differences to other sciences</p> <p>Reasons for studying the psychology of individual differences</p> <p>Areas of individual differences</p> <p>Heredity/genetic equation</p> <p>Chromosomes / number / shape / increase</p> <p>How fertilization occurs the environment</p>	<p>3 HOURS PER WEEK FOR EACH SUBJECT</p>	<p>Explanation of the lecture using posters and educational films</p> <p>Review the results of rec studies</p>	<p>Weekly and monthly exams</p> <p>Homework and class discussions</p> <p>presenting examples and re life cases, and practicing analyzing them</p>

<p>The environment of the woman's womb/mother</p> <p>The birth was documented</p> <p>Postpartum environment</p> <p>Family</p> <p>the school</p> <p>the society</p> <p>Individual differences in components:</p> <p>Physical (nervous system / brain / endocrine glands / hormones)</p> <p>Individual differences in psychological components (personality/values/attitudes/inclinations/emotions/motivations/behaviour)</p> <p>Individual differences and their relationship to educational planning</p> <p>Individual differences and their relationship to measurement and evaluation</p>			
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How to measure individual differences			
Information sources Introduction to psychology / Linda Davidoff Physiological Psychology Ahmed Okasha Health psychology Physiological psychology Psychology difference WWW.APA.ORG			

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guideDescription of the academic program and course

2024

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University name: University Basra

College/Institute: College Education for girls

Scientific Department: Department Educational and psychological sciences

Name of the academic or professional program :Computer basics1

Name of final degree: Bachelor's degree Educational and psychological sciences

Academic system: annual

Description preparation date:12/3/2024

File filling date:12/3/2024

the signature:

nameScientific Assistant:

the date

the signature:

**nameHead of
Department:**

Check the file before

Division of Quality Assurance and University Performance

**Name of the Director of the Quality Assurance and
University Performance Division:**

the date

the signatur

Authentication of the Dean

Program Vision

Program vision is written here as stated in the university's catalogue and website.

Program Mission

Program mission is written here as stated in the university's catalogue and website.

3-Program Goals

1-Embodying vision, mission and goalsuniversity BasraApplying the best educational practices with a focus on ensuring and enhancing quality and performance.

2-Preparing specialized cadres capable of serving the community and preparing for the preparation of future specializations.

3-Spreading the culture of human diversity in society, transferring knowledge and linguistic skills, writing academic research, and creative scientific achievement through student- and teaching-focused activities.

4-The college seeks to conclude scientific and cultural cooperation agreements with corresponding colleges and corresponding departments in different colleges to achieve best practices in the fields of teaching, learning and translation.

5-Focusing on the educational and moral aspects of all its members and spreading the spirit of dedication, tolerance, commitment and work to serve the nation.

6-Paying attention to intellectual and cultural construction through openness to the experiences of other countries in the fields Humanities.

7-Focusing on the educational and moral aspect of the student and instilling a spirit of dedication, tolerance and commitment.

Program accreditation

No accreditation

Other external influences

No thing

Program structure

comments *	percentage	Study unit	Number of courses	Program structure
Basic course		60	60	Enterprise requirements
			Yes	College requirements

			Yes	Department requirements
			nothing	summer training
				Other

* Notes may include whether the course is core or elective.

Program description .1				
Credit hours		Name of the course or course	Course or course code	Year/level
2 hours	theoretical	Calculators		2023–2024 /The first

Expected learning outcomes of the programme .2	
Knowledge	
<p>1-The program aims to prepare people who have the ability to write course syllabuses for computer systems if they are appointed to institutions of an educational or academic nature. .</p> <p>a-Developing mental skills to diagnose problems and find solutions.</p> <p>3-A scientific description of the modern and correct system that must be followed by the institution in which the graduate works.</p>	
Skills	
1–Skill in using computers and managing well-known programs.	

2 –Ability to train their business partners to use computer programs.	
3 -The ability to describe the systems developed by them and give seminars and lectures related to this.	
Value	
Developing female students' mental abilities and developing female students' concepts in the field of computers	

Teaching and learning strategies .3
1-Explaining the scientific material throughClarifying concepts and theories related to computers
2-Attending practical lectures in the computer laboratory
3- Link aTopics raised in the previous lecture and the current lecture

Evaluation methods .4
ExamsDaily andWeekly, monthly and End of year exam.

education institution .5

Faculty members

Preparing the teaching staff		Special requirements/skills (if any)		Specialization		Scientific rank
Lecturer	angel			private	general	
	angel			Information technology	computer sciences	Teacherassistant

Professional development

Orienting new faculty members

Professional development for faculty members

Acceptance criterion .6

The most important sources of information about the program .7

Nancy Stern & Robert Stern "Compiling in information age", John Wiley & Sons 1998

The same book is translated into Arabic - translated by (Sorour Muhammad Surour), Qassim University Branch

Introduction to computers and information technology - Tariq Asala - Al-Watan Publishing House, Riyadh - 1430 AH

Program development plan .8

Nothing

Program skills chart															
Learning outcomes required from the programme												Essential or optional?	Course Name	Course Code	the year/the level
Value				Skills				Knowledge							
C4	C3	C2	C1	B4	B3	B2	B1	a4	a3	a2	a1				
	✓	✓	✓		✓	✓	✓		✓	✓	✓	Basic	Computer basics1	first stage	

***Please check the boxes corresponding to the individual learning outcomes from the program subject to evaluation**



Course description form

Course Name: Computer basics1 .1	
Course Code: .2	
The chapter/the year :Annual .3	
Annual	
The date this description was prepared:12/3/2024 .4	
Available attendance forms: .5	
My presence only	
Number of study hours (total)/number of units (total): .6	
90hour annually.3An hour a week	
Name of the course administrator (if more than one name is mentioned) .7	
the name: M.M. Ghadeer Raad Abdel Aziz	
Course objectives .8	
	<p>Developing female students' mental abilities</p> <p>Developing female students' concepts in the field of computers</p> <p>Acquire the technical skills necessary to operate devices and implement program</p>

Teaching and learning strategies .9

1-Explaining the scientific material through computers	The strategy
2-Attending practical lectures in the computer laboratory	
3- Link aTopics raised in the previous lecture and the current lecture	

Course structure .10

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
aFor weekly, monthly, daily, written exams, and the end-of-year exam.	1-Explaining the scientific material throughPresenting ideas and opinions using the method of discussion and questioning 2- Writing The most important ideas presented during the lectures 3- ConnectLecture with previous lectures through	Computer principles		3hour	1
		Study of computer		3hour	2
		Data processing		3hour	3
		CPU		3hour	4
		Memories and their		3hour	5
		Storage capacity m		3hour	6
		Secondary storage		3hour	7
		Operating Systems		3hour	8
		Operating system a		3hour	9
		Word processing so		3hour	10
				3hour	11
				3hour	12
				3hour	13
				3hour	14
				3hour	15
		3hour	vacation		

	feedback			3hour	16
	method			3hour	17
				3hour	18
				3hour	19
				3hour	19
				3hour	20
				3hour	21
				3hour	22
				3hour	23
				3hour	24
				3hour	25
				3hour	26
				3hour	27
				3hour	28
				3hour	29
				3hour	30

Course evaluation .11

distributionAs follows: 25Monthly and daily exam grades for the first semester. 25Monthly and daily exam grades for the second semester. 50Score for final exams

Learning and teaching resources .12

- Nancy Stern & Robert Stern "Compiling in information age", John Wily & Sans 1998 •
- The same book is translated into Arabic - translated by (Sorour Muhammad Surour), Qassim University Branch •
- Introduction to computers and information technology - Tariq Asala - Al-Watan Publishing House, Riyadh - 1430 AH



**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic Accreditation
Accreditation Department**

Academic Program and Course Description Guide

2024

Introduction:

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the academic program description circulated according to the letter of the Department of Studies T

3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

Concepts and terminology:

Academic Program Description: The academic program description provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

Course Description: Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

Program Vision: An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

Program Mission: Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

Program Objectives: They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum Structure: All courses / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

Teaching and learning strategies: They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name: **Albasrah university**

Faculty/Institute: **College of Education for Girls.**

Scientific Department: **Psychological and educational sciences**

Academic or Professional Program Name: **Foundations of education**

Final Certificate Name: **Psychological and educational sciences**

Academic System: **annual**

Description Preparation Date: **3/3/2024**

File Completion Date: **3/3/2024**

Signature:

Head of Department Name:

Date:

Signature:

Scientific Associate Name:

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance

Department:

Date:

Signature:

Approval of the Dean

29. Program Vision
Program vision is written here as stated in the university's catalogue and website.

30. Program Mission

Program mission is written here as stated in the university's catalogue and website.

31. Program Objectives

General statements describing what the program or institution intends to achieve.

32. Program Accreditation

Does the program have program accreditation? And from which agency?

33. Other external influences

Is there a sponsor for the program?

34. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	60	60		Basic course
College Requirements	Yes			

Department Requirements	Yes			
Summer Training	No thing			
Other				

* This can include notes whether the course is basic or optional.

35. Program Description				
Year/Level	Course Code	Course Name	Credit Hours	
2023/2024		Foundations of education	theoretical	
The First				

36. Expected learning outcomes of the program	
Knowledge	
Informing students about the importance of the foundations of education in schools and what is the difference between education and teaching	
Skills	
Expanding the skill in analyzing and applying theories of the foundations of education	

Understanding	
Developing students' abilities to share and discuss ideas, including scientific material in the foundations of education	

37. Teaching and Learning Strategies
<p>1–Explaining the scientific material by reading the topic given to the students through discussion and questioning.</p> <p>2– Writing a report on a psychology topic and discussing the ideas that were presented during the lecture.</p> <p>3– Linking the students' ideas to the scientific material and making them the focus of the educational process.</p>

38. Evaluation methods
Weekly, monthly, daily exams and the end of the year exam.

39. Faculty						
Faculty Members						
Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
Assistant teacher	Psychological	Educational psychology			Angel	

	and educational sciences					
--	---	--	--	--	--	--

Professional Development

Mentoring new faculty members–

Orienting new faculty members

Professional development of faculty members

40. Acceptance Criterion

(Setting regulations related to enrollment in the college or institute, whether central admission or others)

41. The most important sources of information about the program

1– Book of Principles of the Foundations of Education / Prof. Dr. Faisal Abdel–Munshed

42. Program Development Plan

Conducting training courses to learn about modern methods of education

Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023/2024 the first		Foundations of education	Basic	---					----					---	

- **Please tick the boxes corresponding to the individual program learning outcomes under evaluation.**

Course Description Form

23.	Course Name: Foundations of education	
Foundations of education		
24.	Course Code:	
25.	Semester / Year:	
Annual		
26.	Description Preparation Date:3/3/2024	
27.	Available Attendance Forms:	
My presence only		
28.	Number of Credit Hours (Total) / Number of Units (Total)	
60 hours annually. 2 hours a week		
29.	Course administrator's name (mention all, if more than one name)	
Name: Maysaa Sabry Jassim		
Email: maysaa.gasim@uobasrah.iq		
30.	Course Objectives	
<p>1-Providing students with the skill of applying theories of the foundations of education and analyzing them</p> <p>2 - Expanding the skill in comparing education in ancient and modern eras</p> <p>3 - Clarifying the most important modern ideas in the method of Islamic and Western educational thought and others.</p>	<ul style="list-style-type: none"> • • • 	
31.	Teaching and Learning Strategies	

Strategy	1-Cooperative learning education strategy. 2-Brainstorming education strategy. 3- Teaching strategy: Discussion and questioning
-----------------	---

32. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2 hour	1-Providing student with the skill	Foundations education	1-Explaining the scientific material by reading the topic given to the students through discussion and questioning. 2-Writing a report on a psychology topic and discussing the ideas that were presented during the lecture. 3- Linking the students' ideas to the scientific material and making it the focus of the educational process.	Piuhy]
2	2 hour	analyzing and applying theories about the foundations education.			
3	2 hour				
4	2 hour	2-Informing students about the importance of the foundations education in schools and what is the difference between education and education.			
5	2 hour				
6	2 hour				
7	2 hour				
8	2 hour				
9	2 hour				
10	2 hour				
11	2 hour				
12	2 hour				
13	2 hour				
14	2 hour				
15	2 hour				
16	2 hour				
17	2 hour				
18	2 hour				
19	2 hour				
20	2 hour				

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21	2 hour				
22	2 hour				
23	2 hour				
24	2 hour				
25	2 hour				
26	2 hour				
27	2 hour				
28	2 hour				
29	2 hour				
30	2 hour				

33. C2course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

8

34. Learning and Teaching Resources

1–The book “Principles of the Foundations of Education” / author Faisal Abd Munshid

**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic Accreditation**



Academic Program and Course Description Guide

2024

Introduction:

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the academic program description circulated according to the letter of the Department of Studies T

3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

Concepts and terminology:

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Course Description: Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

Program Vision: An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

Program Mission: Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

Program Objectives: They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum Structure: All courses / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

Teaching and learning strategies: They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name: Albasrah university

Faculty/Institute: College of Education for Girls.

Scientific Department: Psychological and educational sciences

Academic or Professional Program Name: Sociology

Final Certificate Name: Psychological and educational sciences

Academic System: annual

Description Preparation Date: 3/3/2024

File Completion Date: 3/3/2024

Signature:

Head of Department Name:

Date:

Signature:

Scientific Associate Name:

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance

Department:

Date:

Signature:

Approval of the Dean

43. Program Vision
Program vision is written here as stated in the university's catalogue and website.

44. Program Mission

Program mission is written here as stated in the university's catalogue and website.

45. Program Objectives

General statements describing what the program or institution intends to achieve.

46. Program Accreditation

Does the program have program accreditation? And from which agency?

47. Other external influences

Is there a sponsor for the program?

48. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	60	60		Basic course
College Requirements	Yes			

Department Requirements	Yes			
Summer Training	No thing			
Other				

* This can include notes whether the course is basic or optional.

49. Program Description				
Year/Level	Course Code	Course Name	Credit Hours	
2023/2024		Sociology	theoretical	
The first				

50. Expected learning outcomes of the program	
Knowledge	
Students were introduced to philosophies, sociology, and modern studies that dealt with social concepts and moral and value variables	
Skills	
Expanding the skill of studying sociological theories in educational curricula	
Understanding	

Developing students' abilities to share philosophical ideas and opinions in sociology and to express their inner thoughts and feelings regarding social matters and general life problems.	

51. Teaching and Learning Strategies

1-Explaining scientific material through social control in educational and moral sociology.

2- Write a review paper for each social theory and find out what summarizes the most important ideas presented during the lectures.

3- Link the famous social theories with the students' critical opinions.

52. Evaluation methods

Weekly, monthly, daily exams and the end of the year exam.

53. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer

Assistant Professor	Psychological and educational sciences	Psychological counseling and educational guidance			Angel	
------------------------	---	---	--	--	-------	--

Professional Development

Mentoring new faculty members

Orienting new faculty members

Professional development of faculty members

54. Acceptance Criterion

(Setting regulations related to enrollment in the college or institute, whether central admission or others)

55. The most important sources of information about the program

Educational Sociology, Sociology Theories, Professor Dr. Fahim Al-Tarihi

56. Program Development Plan

1–Studying the modern curricula for the approved courses at the various stages, 2–Identifying the philosophies that dealt with social problems and

the courses of the students of the departments of educational and psychological sciences.

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023/2024 the second		Sociology	Basic	---					----					---	

- Please tick the boxes corresponding to the individual program learning outcomes under evaluation.

Course Description Form

35.	Course Name: Sociology	
Sociology		
36.	Course Code:	
37.	Semester / Year:	
Annual		
38.	Description Preparation Date:3/3/2024	
39. Available Attendance Forms:		
My presence only		
40. Number of Credit Hours (Total) / Number of Units (Total)		
60 hours annually. 2 hours a week		
41. Course administrator's name (mention all, if more than one name)		
Name: Sinan Saeed Jassim		
Email: sinan.saeed@uobasrah.edu.iq		
42. Course Objectives		
<p>1-- Providing students with the skill of applying education sociology</p> <p>2 - Expanding the skill of recognizing ethical sociology</p> <p>3 - Clarifying the most important modern ideas in sociology and modern trends in society</p>	<ul style="list-style-type: none"> • • • 	<p>.....</p> <p>.....</p> <p>.....</p>

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43. Teaching and Learning Strategies

Strategy	Education strategy collaborative concept planning. 2- Brainstorming education strategy. 3- Education Strategy Notes Series
-----------------	--

44. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2 hour	1-Providing student with the skill	Sociology	Explaining the scientific material through reading and examining modern social concepts and terminology in school, culture, the social environment, class differences between the countryside and the city, and the impact wars and migration and their impact on the individual.	Piuhy]
2	2 hour	analyzing social issues by applying modern sociology theories			
3	2 hour				
4	2 hour	2-Informing student about the importance of sociology			
5	2 hour				
6	2 hour	theories Identify social control in the educational system			
7	2 hour				
8	2 hour	university students			
9	2 hour				
10	2 hour				
11	2 hour				
12	2 hour				
13	2 hour				
14	2 hour				
15	2 hour				
16	2 hour				

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17	2 hour				
18	2 hour				
19	2 hour				
20	2 hour				
21	2 hour				
22	2 hour				
23	2 hour				
24	2 hour				
25	2 hour				
26	2 hour				
27	2 hour				
28	2 hour				
29	2 hour				
30	2 hour				

45. C2course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports etc

8

46. Learning and Teaching Resources

<p>Required prescribed books (methodology, if any) Main references (sources) Recommended books and supporting references (scientific journals, reports....)</p>	<p>General Sociology Sociology Ru Sociology Educational Sociology</p>
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**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic Accreditation
Accreditation Department**



Academic program and course description guide

2024

the introduction:

The educational program is considered a coordinated and organized package of academic courses that includes procedures and experiences organized in the form of academic vocabulary, the main purpose of which is to build and refine the skills of graduates, making them qualified to meet the requirements of the labor market. It is reviewed and evaluated annually through internal or external audit procedures and programs such as the external examiner program.

The description of the academic program provides a brief summary of the main features of the program and its courses, indicating the skills that students are working to acquire based on the objectives of the academic program. The importance of this description is evident because it represents the cornerstone of obtaining program accreditation, and the teaching staff participates in writing it under the supervision of the scientific committees in the scientific departments.

This guide, in its second edition, includes a description of the academic program after updating the vocabulary and paragraphs of the previous guide in light of the latest developments in the educational system in Iraq, which included a description of the academic program in its traditional form (annual, quarterly), in addition to adopting the description of the academic program circulated according to the book of the Department of Studies 3/2906. On 5/3/2023 with regard to programs that adopt the Bologna Process as a basis for their work.

In this area, we can only emphasize the importance of writing descriptions of academic programs and courses to ensure the smooth conduct of the educational process.

Concepts and terminology:

Description of the academic program:The academic program description provides a brief summary of its vision, mission, and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

Course description:It provides a necessary summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he has made the most of the available learning opportunities. It is derived from the program description.

Program vision:An ambitious picture for the future of the academic program to be an advanced, inspiring, motivating, realistic and applicable program.

Program message:It briefly explains the objectives and activities necessary to achieve them, and also identifies the program's development paths and directions.

Program Goals:They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum structure:All courses/study subjects included in the academic program according to the approved learning system (semester, annual, Bologna track), whether it is a requirement (ministry, university, college, or scientific department), along with the number of study units.

Learning Outcomes:A compatible set of knowledge, skills, and values that the student has acquired after successfully completing the academic program. The learning outcomes for each course must be determined in a way that achieves the program objectives.

Teaching and learning strategies: They are the strategies used by the faculty member to develop the student's teaching and learning, and they are plans that are followed to reach the learning goals. That is, it describes all curricular and extracurricular activities to achieve the learning outcomes of the programme.

Academic program description form

University name: University...Basra.....

College/Institute: College.....Education for girls.....

Scientific Department: Department oftheEducational and psychological sciences.....

Name of the academic or professional program: Bachelor's...

Name of final degree: Bachelor of...

Academic system: annual

Description preparation date:10/5/2023

Date of filling the file: 02/14/2024

the signature :

**Name of scientific
assistant:**

the signature :

**Name of department
head:**

Check the file before

Division of Quality Assurance and University Performance

**Name of the Director of the Quality Assurance and University
Performance Division:**

the date

the signature

Authentication of the Dean

1. See the program

Seeking college Education Girls To be one of the leading higher education institutions in university Basra in the field of modern education and scientific research through its scientific, research and administrative activities, it also works to provide an integrated path for its students and professors to make them active and creative in serving society in the fields of teaching and learning the living humanities.

2. Program message

Working to prepare and graduate leading scientific and leadership competencies in... Humanities specializations And its sciences and literature, and in developing the balance of knowledge in the field of scientific research to serve the local, regional and international community, as well as training and refining the minds of students scientifically and cognitively, and emphasizing social and cultural values and responding to the requirements of the local market.

3. Program Goals

1. Embodying vision, mission and goals university Basra Applying the best educational practices with a focus on ensuring and enhancing quality and performance.
2. Preparing specialized cadres capable of serving the community and preparing for the preparation of future specializations.
3. Spreading the culture of human diversity in society, transferring knowledge and linguistic skills, writing academic research, and creative scientific achievement through student- and teaching-focused activities.
4. The college seeks to conclude scientific and cultural cooperation agreements with corresponding colleges and corresponding departments in different colleges to achieve best practices in the fields of teaching, learning and translation.
5. Focusing on the educational and moral aspects of all its members and spreading the spirit of dedication, tolerance, commitment and work to serve the nation.

6. **Paying attention to intellectual and cultural construction through openness to the experiences of other countries in the fields Humanities.**

Focusing on the educational and moral aspect of the student and instilling a spirit of dedication, tolerance and commitment.

4. Program accreditation

nothing

5. Other external influences

Nothing

6. Program structure

comments *	percentage	Study unit	Number of courses	Program structure
Headquarterst is basic				Enterprise requirements
			Yes	College requirements
			Yes	Department requirements
			Nothing	summer training
				Other

* Notes may include whether the course is core or elective.

7. Program description				
Credit hours		Name of the course or course	Course or course code	Year/level
practical	theoretical	the languageEnglish		2023–2024 /the second

8. Expected learning outcomes of the programme	
Knowledge	
	<p>Raising the level of female students in the English language, especially in conversation, by developing the basics and skills.</p> <p>As well as increasing knowledge of educational and psychological terminology in the English language</p> <p>Language and raising listening skills, listening, reading, speaking and writing</p> <p>Speak and use the English language with confidence.</p>
Skills	
	Skill expansionSpeak and use the English language with confidence.. and increase

	educational and psychological terminology (specialization) in the English language.
Value	
	Developing students' abilities to share ideas. Having confidence in speaking English

9. Teaching and learning strategies

-1-Student acquisitionBasics of the English language

2-Students acquire the skill of reading and listening to simple English texts. How to introduce oneself, others, and conversation in common social situations.

3-Having confidence in speaking and using the English language

10. Evaluation methods

Weekly, monthly, daily exams and the end of the year exam.

11. education institution

Faculty members

Preparing the teaching staff	Special requirements/skills (if any)	Specialization	Scientific rank

lecturer	angel		private	genera l	
	angel			English	Teacher assistant

Professional development

Orienting new faculty members

Professional development for faculty members

12. Acceptance criterion

13. The most important sources of information about the program

New Headway Plus Pre-intermediate by John and Liz Soars

Oxford University Press

14. Program development plan

Raising the level of female students in English, especially in conversation, by developing the basics

Language and raising listening skills, listening, reading, speaking and writing

Speak and use the English language with confidence.

Presentation of a comprehension piece and vocabulary related to educational and psychological specialization.

Program skills chart															
Learning outcomes required from the programme												Essential or optional?	Course Name	Course Code	Year/level
Value				Skills				Knowledge							
C4	C3	C2	C1	B4	B3	B2	B1	A4	A3	A2	A1				
													Basic	aEnglish language	2023-2024

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Please check the boxes corresponding to the individual learning outcomes from the program subject to evaluation

Course description form

1. Course Name:	
English language	
2. Course Code:	
3. Semester/Year: Annual	
Annual	
4. Date this description was prepared: 02/14/2024	
5. Available attendance forms:	
My presence only	
6. Number of study hours (total)/number of units (total):	
.2An hour a week	
7. Name of the course administrator (if more than one name is mentioned)	
M. M. Zainab Kazem Abboud	
8. Course objectives	
<ul style="list-style-type: none">•••	<p>1-Student acquisitionBasics of the English language</p> <p>2-Students acquire the skill of reading and listening to simple English texts.</p> <p>3- How to introduce oneself, others, and conversation in common social situations.</p> <p>4- Developing the skill of oral delivery</p>

	<p>5- Expressing opinions</p> <p>6- Formulating the question and answering it</p> <p>7- Asking for additional information and requesting a repeat conversation.</p> <p>8- Extracting information from reading pieces</p> <p>9- Use the dictionary.</p>
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9. Teaching and learning strategies

<p>1-Education strategy collaborative concept planning.</p> <p>2-Teaching strategy brainstorming.</p> <p>3-Education strategy notes series</p>	The strategy
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10. Course structure

Evaluation method	Learning method	Name of the unit or topic	Required learning outcomes	hours	the week
aFor weekly, monthly, daily, written exams, and the end-of-	1-Explaining the scientific material by reading aFor specified parts. 2-Listening to the audio 3-	1- The present simple and continuous tenses.	1-Student acquisition Basics of the English language 2-Students acquire the skill of	2 hours	1
		2- The affirmative, negative, exclamatory sentences.		2 hours	2
				2 hours	3
				2 hours	4
				2 hours	5
				2 hours	6
				2 hours	7
				2 hours	8
				2 hours	9

year exam.	Solving the exercises in the student book and the activity book.	4- Organization and planning construction.	reading and listening to simple English texts.	2 hours	10
		5- Using the dictionary translation.	How to introduce oneself, others, and conversation	2 hours	11
		6- The present perfect tense, affirmative and negative, in the question form.	in common social situations	2 hours	12
		7- The present perfect continuous tense the case affirmation, denial and questioning.	- Developing oral delivery skill	2 hours	13
		8- Asking clarification.	5- Expressing opinions	2 hours	14
		9- Formation questions.	6- Formulating the question and answering it	2 hours	15
		10- How to fill out the questionnaire.	7- Asking for additional information and requesting a repeat conversation.	2 hours	16
		11- Language functions.	8- Extracting information	2 hours	17
		12- The past tense and the past continuous tense in the case affirmative, negative and questionable.		2 hours	18
		13- Research methods		2 hours	19
		14- Writing classification		2 hours	20
		15- The past perfect tense in		2 hours	21
				2 hours	22
				2 hours	23

vacation

		<p>The case affirmation, den and questioning</p> <p>16- Answering t question.</p> <p>17- Comprehens reading pieces psychological a educational topics.</p>	<p>from reading pieces</p> <p>9- Use the dictionary.</p>		
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11. Course evaluation

distributionAs follows: 25 marks for monthly and daily exams for the first semester. 25 marks for monthly and daily exams for the second semester. 50 marks for final exams

12. Learning and teaching resources

New Headway plus: Oxford Univers Press Pre-intermitted	Required textbooks (methodology, if any)
A book on learning the English language a simplified way by Taher Al-Bayati	Main references (sources)
<p>Watch tutorials on YouTube</p> <p>Dictionaries</p>	Recommended supporting books and references (scientific journals, reports....)
	Electronic references, Internet sites

**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic Accreditation
Accreditation Department**



Academic Program and Course Description Guide

2024

Introduction:

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the academic program description circulated according to the letter of the Department of Studies T

3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

Concepts and terminology:

Academic Program Description: The academic program description provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

Course Description: Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

Program Vision: An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

Program Mission: Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

Program Objectives: They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum Structure: All courses / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

Teaching and learning strategies: They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name:ALBasrah.....

Scientific Department: psychological and educational sciences.....

Academic or Professional Program Name: .psychological and educational sciences.....

Final Certificate Name: .Bachelors degree in psychological and education sciences.....

Academic System: ...Annual.....

Description Preparation Date: 5\10\2023

File Completion Date: 15\3\2024

Signature:

Head of Department Name:

Date:

Signature:

Scientific Associate Name:

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance

Department:

Date:

Signature:

Approval of the Dean

57. Program Vision
Program vision is written here as stated in the university's catalogue and website.

58. Program Mission

Program mission is written here as stated in the university's catalogue and website.

59. Program Objectives

General statements describing what the program or institution intends to achieve.

60. Program Accreditation

Does the program have program accreditation? And from which agency?

61. Other external influences

Is there a sponsor for the program?

62. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	90			standard
College Requirements	yes			
Department Requirements	yes			

Summer Training	No trainig			
Other				

* This can include notes whether the course is basic or optional.

63. Program Description				
Year/Level	Course Code	Course Name	Credit Hours	
2023\2024 \ first		Arabic Language for non-specialilst	theoretical	practical
			theoretical	

64. Expected learning outcomes of the program	
Knowledge	
Learning Outcomes 1	enabling student to learn and use the rules of the Arabic language
Skills	
Learning Outcomes 2	Developing students ability to read correctly and pronounce correctlty
Learning Outcomes 3	Developing students writing skills
Ethics	
Learning Outcomes 4	Development of student literary taste and ability to express orally or in writing
Learning Outcomes 5	Straightening the tongue when pronouncing

65. Teaching and Learning Strategies

- *Explaining the scientific materil in a lecture manner
- *Write a review paper for each topic that summarizes the most important rules *that were presented during the lecture
- *practice what was asked during the lecture by asking to the students

66. Evaluation methods

Daily , weekly, and monthly tests and the end of the school year test

67. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
	Arabic	literature			staff	

Professional Development

Mentoring new faculty members

Briefly describes the process used to mentor new, visiting, full-time, and part-time faculty at the institution and department level.

Professional development of faculty members

Briefly describe the academic and professional development plan and arrangements for faculty such as teaching and learning strategies, assessment of learning outcomes, professional development, etc.

68. Acceptance Criterion

(Setting regulations related to enrollment in the college or institute, whether central admission or others)

69. The most important sources of information about the program

Arabic language books for non _major departments

70. Program Development Plan

*the necessity of adopting the theoretical and applied aspects in teaching the Arabic language subject and allocating sufficient time for that

*introducing methods and means in teaching the subject ,such as audio and video techniques–if available,to enhance the listening skills of female students

*or replace it with conversations between the teacher and the students to apply what they have learned

Program Skills Outline

Required program Learning outcomes															
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023\2024		Arabic language for non specialists	basic												

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- **Please tick the boxes corresponding to the individual program learning outcomes under evaluation.**

Course Description Form

47. Course Name:	
Arabic language for non specialist	
48. Course Code:	
49. Semester / Year:	
Annual	
50. Description Preparation Date:	
15\3\2023	
51. Available Attendance Forms:	
My presence only	
52. Number of Credit Hours (Total) / Number of Units (Total)	
90 hours per year	
53. Course administrator's name (mention all, if more than one name)	
Name: Fatima abood hasan Email: lec.fatima.abood@uobasrah.iq	
54. Course Objectives	
*enabling female students to know the rules of t Arabic language	• • •
*evaluating the language by developing thw stude abilities on proper pronunciation	
*knowing the basics of dictation and teachi students the ability to draw words correctly	
55. Teaching and Learning Strategies	
Strategy	*teaching strategy using the lecture method *Brainstorming education strategy

*Education strategy observer series
 *standard learning strategy

56. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1		Female students to understand the importance of studying Arabic learning grammar Arabic	Arabic language specialist	Explanation subject scientific in question answer lecturer *write summary it clear me important to rules that lead during the lecture *practice what was discussed during lecture by asking the students ns	
2					
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27					
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29					
30					

57. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation oral, monthly, or written exams, reports etc

58. Learning and Teaching Resources

Required textbooks (curricular books, if any)	<p>Arabic language for non specialist fakher jabr matar</p> <p>*Arabic language for non spe Abdullah hassan amin</p>
Main references (sources)	
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

