TEMPLATE FOR COURSE SPECIFICATION

HIGHER EDUCATION PERFORMANCE REVIEW: PROGRAMME REVIEW

COURSE SPECIFICATION

Identify the most important components and basics of the computer, understand algorithms and flow charts, and learn how to use computer programs (Word, Excel, and Power Point)..

1. Teaching Institution	Shatt Al-Arab University College
2. University Department/Centre	Civil Engineering Department
3. Course title/code	Computer Science
4. Modes of Attendance offered	Class attendance
5. Semester/Year	2st semester / 1st year
6. Number of hours tuition (total)	60 hrs
7. Date of production/revision of this specification	2023
8. Aims of the Course	
• The course aims to introduce the student to computer science in general and how to use computers, starting with the general software that all learners need, and then entering the software that is more and more related to the specialization, such as accounting programs, report preparation programs, as well as engineering drawing programs. In order to be able to use more specialized programs such as analysis and engineering design programs in the more advanced stages.	

9· Learning Outcomes, Teaching, Learning and Assessment Method
A- Knowledge and Understanding A1- Clarify the basic concepts of Computer Science. A2- Acquiring simple skills in dealing with computers.. A3-Acquiring basic skills as an introduction to dealing with the hardware and software components of the computer.

B. Subject-specific skills
B1 - The ability to know and understand Computer
B2 - The ability to use the operating system.
B3 - The ability to use office suite software (Office applications)..
B4 - The ability to gain experience in dealing with algorithms and flowcharts..

Teaching and Learning Methods

• Readings, self-learning, panel discussions.
• Exercises and activities in the lecture.
• Homework.
• Directing students to some websites to benefit and develop their capabilities.
• Conducting seminars to explain and analyze a specific issue and find solutions to it

Assessment methods

• Interacting within the lecture.
• Homework and reports.
• Short exams (quizzes).
• Semester and final exams.

C. Thinking Skills
C1- Attention: Arousing the students' attention by implementing one of the applied programs on the display screen in the hall.
C2- Response: Follow up the student's interaction with the material displayed on the screen.
C3- Attention: Follow up on the interest of the student who interacted more with the presented material, by increasing this interaction by requesting other programs and applications to display.
C4 - Forming the direction: meaning that the student is sympathetic to the presentation and may have an opinion about the direction of the presented topic and defend it.
C 5- Formation of value behavior: meaning that the student reaches the top of the emotional ladder, so that he has a stable level in the lesson and does not become lazy or fidgety.

Teaching and Learning Methods

• The usual theoretical presentation method using the writing board and depending on the style (how and why) of the subject and according to the curriculum of the subject.
• The theoretical presentation method using the (data show) device and depending on the method (how and why) of the subject and according to the subject curriculum.
• The method of laboratory display using special devices for measuring the different properties of the substance under experiment.

Assessment methods

• Direct questions in a manner (how and why) for the subject during the theoretical and practical lecture.
• Sudden exams during the theoretical and practical lecture.
• Quarterly exams for the theoretical and practical side.
• Final exams for the theoretical and practical side.

D. General and Transferable Skills (other skills relevant to employability and personal development)

D1- Develop the student's ability to perform the duties and deliver them on time

D2 - Logical and programmatic thinking to find programmatic solutions to various problems

D3 - developing the student's ability to dialogue and debate

D4 - Develop the student's ability to deal with modern technology, especially the Internet

10. Course Structure

Week	Hours	ILOs	Unit/Module or Topic Title	Teaching Method	Assessment Method
1	4		Introduction to computer	2 hours theoretical + 2 hour practical	Class work
2	4		Computer programming language	2 hours theoretical + 2 hour practical	Class work and quiz
3	4		Operating System (Windows)	2 hours theoretical + 2 hour practical	Class work
4	4		Operating System (Windows)	2 hours theoretical + 2 hour practical	Class work and quiz
5	4		Flowcharts	2 hours theoretical + 2 hour practical	Class work
6	4		Algorithms	2 hours theoretical + 2 hour practical	Class work
7	4		Introduction to Microsoft Word	2 hours theoretical + 2 hour practical	Class work
8	4		Word Tutorial	2 hours theoretical + 2 hour practical	Class work and quiz
9	4		Word Tutorial	2 hours theoretical + 2 hour practical	Class work
10	4		Introduction to Microsoft Excel	2 hours theoretical + 2 hour practical	Class work
11	4		Find solutions for various mathematical operations	2 hours theoretical + 2 hour practical	Class work
12	4		How to insert different functions using Excel	2 hours theoretical + 2 hour practical	Class work and quiz
13	4		Draw charts using Excel	2 hours theoretical + 2 hour practical	Class work
14	4		Introduction to Power point	2 hours theoretical + 2 hour practical	Class work

15	4		prepare a presentation using Power point	2 hours theoretical + 2 hour practical	Class work

11. Infrastructure	
1- Required reading: · Books · COURSE MATERIALS · OTHER	Microsoft Office Step by Step Computer basics and office applications
2. Key references (sources)	
A- Recommended books and references (scientific journals, reports ,....	
B- Electronic references, websites	Reputable websites. Libraries sites in some international universities.

12. Course development plan
Adding new subjects to the curricula within the development of the course by no more than 5%. Adding new references