

وزارة التعليم العالي والبحث العلمي
جهاز الإشراف والتقويم العلمي
دائرة ضمان الجودة والاعتماد الأكاديمي

استمارة وصف البرنامج الأكاديمي للكليات والمعاهد للعام الدراسي 2025-2024

الجامعة : جامعة شط العرب الاهلية
الكلية /المعهد : الإدارة واقتصاد
القسم العلمي : إدارة الاعمال

تاريخ ملء الملف : 2024/9/1

التوقيع :
اسم المعاون العلمي: د. عبد الله عبد الله
التاريخ : ٢٠٢٤/٩/١

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اسم رئيس القسم : د. عبد الله عبد الله
التاريخ : ٢٠٢٤/٩/١

دقق الملف من قبل
شعبة ضمان الجودة والأداء الجامعي
اسم مدير شعبة ضمان الجودة والأداء الجامعي:
التاريخ : / /

أستاذ الدكتور محمد عبود ظاهر الظلوم
رئيس شعبة ضمان الجودة والأداء الجامعي

مصادقة السيد العميد

مصادقة السيد العميد
د. عبد الله عبد الله



course description form

English

Course description

This course description provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the student to achieve, demonstrating whether he has made maximum use of the available learning opportunities . It must be linked to the description of the program

1. Educational institution	Shatt Arabl University Administration and economic-college
2. Scientific Department / Center	Business Management
3. Course name / code	English for the fourth stage
4. Instructor's name	M.M. Heba Mahdi
5. Available forms of attendance	Attendance
6. season/year	Chapter I
7. Number of hours of study (total)	30
8. The date this description was prepared	1/9/2024
9. Course objectives	
1- Providing students with advanced foundations in the English language.	
2- Developing students' skills in speaking, writing, and reading in English.	

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10. Course outcomes and methods of teaching, learning and assessment
A- Cognitive goals 1Deepening students' awareness of the English language 2Utilizing English grammar issues to write effective scientific reports
B - Skills objectives of the course 1- Increase students' awareness of the grammatical structures of the English language that are useful for understanding meaning. 2- Increase students' awareness of the English language when it is used.
Teaching and learning methods
.Theoretical lectures in English language Discussion
Evaluation methods
Daily and semester theoretical exams Participation and preparation Attendance
C- Emotional and moral goals Developing students' abilities to deal with issues related to the English –1 language, so they can benefit from it in dealing with companies and business .organizations Developing and enhancing thinking skills according to the student's ability –2 .and moving them to a higher level of thinking .Developing and enhancing a critical thinking strategy in learning –3
Teaching and learning methods

Continuous presentations and examples, with an effort to engage students through:

Dialogue, asking various questions, and students attempting to answer them.

Examples illustrating the direct application of practical lessons in the field of language use.

**English in business organizations.
Thinking strategies based on student ability.**

High-level thinking skills strategy.

Critical thinking strategy in learning.

Brainstorming to select the best method for using English in different situations.

Evaluation methods

Exams of all kinds

Feedback from students

D - General and transferable skills (other skills related to employability) and personal development.

D1 - Providing students with information on topics specific to the Administrative Readings course.

D2 - Application questions, the solution of which can increase students' awareness and raise their level of thinking in using and employing the English language for the content of the Administrative Readings course.

D3 - Verbal communication.

D4 - Teamwork.

D5 - Analysis and verification.

D6 - Time management.

11. Course structure					
the week	hours	Required learning outcomes	Unit name and/or topic	education method	Evaluation method
1	2	The student understands how to use the English language.	The tense system	Theoretical lectures Case study Discussion	Oral exams and questions
2	2	The student understands how to use the English language.	present perfect	Theoretical lectures Case study Discussion	Oral exams and questions
3	2	The student understands how to use the English language.	narrative tenses	Theoretical lectures Case study Discussion	Oral exams and questions
4	2	The student understands how to use the English language.	question and negative	Theoretical lectures Case study Discussion	Oral exams and questions
5	2	The student understands how to use the English language.	spoken English	Theoretical lectures Case study Discussion	Oral exams and questions
6	2	The student understands how to use	future forms	Theoretical lectures	Oral exams and questions

		the English language.		Case study Discussion	
7	2	The student understands how to use the English language.	expressions of quantits	Theoretic al lectures Case study Discussion	Oral exams and questions
8	2	The student understands how to use the English language.	modals verbs	Theoretic al lectures Case study Discussion	Oral exams and questions
9	2	The student understands how to use the English language.	spoken English	Theoretic al lectures Case study Discussion	Oral exams and questions
10	2	The student understands how to use the English language.	relative english	Theoretic al lectures Case study Discussion	Oral exams and questions
11	2	The student understands how to use the English language.	modal auxiliary verbs	Theoretic al lectures Case study Discussion	Oral exams and questions
12	2	The student understands how to use the English	hypothesizing	Theoretic al lectures Case	Oral exams and questions

		language.		study Discussio n	
13	2	The student understands how to use the English language.	spoken English	Theoretic al lectures Case study Discussio n	Oral exams and questions
14	2	The student understands how to use the English language.	articles	Theoretic al lectures Case study Discussio n	Oral exams and questions
15	2	The student understands how to use the English language.	spoken English	Theoretic al lectures Case study Discussio n	Oral exams and questions

12. Infrastructure	
1- Required course books	upper intermediates students book , New Headway plus, John and Liz Soars , Oxford
2- Main references (sources)	
أ) Recommended books and references (scientific journals, (..... ,reports	
ب) Electronic references, ...,websites	Electronic references, websites • Websites specialized in the English language

13. course development plan

Teaching students to read, speak, listen, and write based on some modern books in education for non-native English speakers.



Assistant Lecturer

Heba Mahdi



Head of Deptment

D.r Zain AlAbidean J. Mohammed