وازرة التعليم العالي والبحث العلمي جـــهاز

الإشـــراف والتقـويم العلـمي

دائرة ضمان الجودة والاعتماد الأكاديمي

أستمارة وصف البرنامج الأكاديمي للكليات و المعاهد للعام الدراسي ٢٠٢٤ / ٢٠٢٥

الجامعة   : جامعة شط العرب الاهلية

الكلية / المعهد :   الآداب

القسم العلمي :   اللغة الإنكليزية

تاريخ ملء الملف :   1 /2024/9

التوقيع :   Aqeelmyassim

التوقيع :

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اسم رئيس القسم: أ.م.د. نغم جعفر عبد الحسين

التاريخ: 1 /2024/9

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دقق الملف من قبل

شعبة ضمان الجودة والأداء الجامعي

اسم مدير شعبة ضمان الجودة والأداء الجامعي: م.م. منى عبد العباس

Adil malik

التاريخ : 1 /2024/9

التوقيع

مصادقة السيد العميد

أ.م.د. عادل مالك خنفر

Course Description Template

Course Description

The Computer course for second-year students in the English Department aims to equip them with the basic skills in using Excel to organize and analyze data, and to introduce them to the principles of artificial intelligence and its applications in the fields of language and translation. The course includes practical exercises and applied projects that enhance the student's ability to employ modern technologies in the academic context.

1. Educational Institution	Shatt Al-Arab University / College of Arts
2. Academic Department / Center	English Department
3. Course Name / Code	Computer 2
4. Course Instructor	Asst. Lect. Hassan Adel Jouda
5. Available Attendance Modes	Mandatory
6. Semester / Year	Annual
7. Number of Study Hours (Total)	2 Theoretical + 2 Practical + 1 Discussion
8. Date of Preparation of this Description	2024/9/1
9. Course Objectives	
• Equipping the student with the skills to use Microsoft Excel in organizing and analyzing data.	
• Training the student to create tables, graphs, and reports using computer tools.	

• Introducing the student to the basic concepts and techniques of artificial intelligence.
• Linking technical applications to the fields of language and translation.

10. Course Outcomes, Teaching and Learning Methods, and Assessment
أ- Cognitive Objectives 1. Identifying the basics of Microsoft Excel and its components. 2. Understanding how to organize and analyze data using tables and formulas. 3. Grasping the basic concepts and techniques of artificial intelligence. 4. Familiarity with artificial intelligence applications in the field of language and translation.
B - Course-Specific Skill Objectives 1- Using Excel to create professional tables, charts, and reports. 2- Applying search and analysis tools in data processing. 3- Designing applied projects that link technology with language and translation skills. 4- Employing artificial intelligence techniques in linguistic tasks such as translation or text analysis.
Teaching and Learning Methods
1- Theoretical lectures to explain the basic concepts of Excel and artificial intelligence. 2- Practical training in computer labs to apply the acquired skills. 3- Presentations by students on projects or technical applications. 4- Class discussions to exchange ideas about technical challenges and solutions. 5- Self-learning by assigning students research tasks using approved electronic sources.
Assessment Methods
• Semester exams (Quizzes / Midterm) to measure theoretical and practical understanding. • Applied projects and reports to assess the ability to perform technical tasks. • Presentations to measure communication and results presentation skills. • Class participation and interactive activities to measure interaction within the class.

.Final exam to assess comprehensive knowledge and acquired skills •	

C- Affective and Value Objectives

1- Enhancing the spirit of cooperation and teamwork among students during the implementation of applied projects.

2- Developing motivation for self-learning and exploring modern technologies.

3- Instilling values of academic commitment and respect for intellectual property rights when using software and sources.

4- Encouraging critical thinking in evaluating the impact of modern technologies on society and culture.

5- Promoting awareness of the importance of using technology ethically and responsibly.

D - General and Transferable Skills (Other skills related to employability and personal development).

• Developing skills in using computers and their applications in various fields.

• Enhancing the ability to solve problems and make decisions based on data analysis.

• Acquiring electronic research skills and selecting reliable sources.

• Developing effective presentation and communication skills using digital media.

• Improving employability by mastering technical tools needed by the labor market.

• Supporting personal development by encouraging continuous learning and keeping up with technical developments.

11- Course Structure

Chapter	Weeks	Content	Notes
Chapter One – Excel	1–2	Introduction to Excel: Interface, Cells, Navigation, and Saving Files	Theoretical sessions + practical training
	3–5	Basic Formulas: Sum, Subtract, Average, Logical Functions (IF)	Applied examples
	6–7	Table Formatting: Cell Styles, Conditional Formatting	Practical exercises

Small Project Work	Creating Charts	8–9	
Data Analysis	Pivot Tables	10	
Case Studies	Data Tools: Sorting, Filtering, Reporting	11–12	
Practical Application	Advanced Formulas: VLOOKUP/HLOOKUP, INDEX, MATCH	13	
Team Work	Practical Applied Project	14	
Comprehensive Assessment	Review and Final Exam	15	
Theoretical Lectures	Introduction to Artificial Intelligence: Concept, History, Applications	1–2	**Chapter Two – Artificial Intelligence**
Linguistic Examples	Knowledge Representation and Logic	3–4	
Analysis Exercises	Search Techniques: Uninformed Search	5–6	
Applied Activity	Heuristic Search	7–8	
Presenting Examples	Introduction to Machine Learning	9	
Case Study	Probabilistic Reasoning	10	
Workshop	Applications: Natural Language Processing	11	
Practical Training	Artificial Intelligence in Translation	12	
Open Discussion	Ethical Issues	13	
Group Presentation	Applied Project	14	
Comprehensive Assessment	Review and Final Exam	15	
Comprehensive Assessment	Review and Final Exam	15	

Infrastructure-12

Required Textbooks -1	• (General and commonly used according to the models of the Ministry of Higher Education and Scientific Research – and can be updated according to the college's approval): • Microsoft Excel – Training guide or approved reference for teaching the basics and software of electronic spreadsheets. Artificial Intelligence: A Modern Approach by Stuart Russell and Peter Norvig – a fundamental reference in the concepts and techniques of artificial intelligence
Main References -2 (Sources)	A. Suggested Books and References: • Excel Bible – John Walkenbach. • Introduction to Artificial Intelligence – Wolfgang Ertel. • Scientific articles and specialized reports in the field of Excel and artificial intelligence. B. Electronic References and Websites: • Website of the Ministry of Higher Education and Scientific Research – Curricula and course models University of Mosul edu-women.aliraqia.edu.iq Specialized global academic sites (such as Coursera, Khan Academy, etc.)
أ) Recommended books and references (scientific journals, reports, ...)	Excel Bible – by John Walkenbach – an advanced reference in Excel. Introduction to Artificial Intelligence – by Wolfgang Ertel – a comprehensive introduction to artificial intelligence. Research articles from peer-reviewed scientific journals in the field of computing and natural language processing. Reports and studies issued by the Iraqi Ministry of Higher Education and Scientific

Research on the development of technical curricula.)	
Microsoft Excel Official Support – The official website for Excel support and education. Khan Academy – Computing – Free computing lessons. Coursera – AI for Everyone – An introductory course on artificial intelligence. Iraqi Ministry of Higher Education and Scientific Research – Official portal for curricula and instructions.	Electronic references, (ب) websites, ...

13-Study Course Development Plan

1- Updating Scientific Content

• Reviewing the vocabulary of the Excel course to include the latest versions (such as Microsoft Excel 2021/365).
• Adding modern topics in artificial intelligence such as ChatGPT and advanced natural language processing.

2- Expanding Applied Activities

• Including practical projects related to the field of language and translation.
• Activating Problem-Based Learning.

3- Diversifying Teaching and Learning Methods

• Increasing reliance on electronic resources and interactive lessons.
• Using simulations and educational software in laboratories.

4- Improving Assessment Methods

• Adding short periodic practical assessments (Mini Projects).
• Integrating self-assessment and peer assessment.

5- Continuous Resource Development

• Updating the list of references annually to include the latest books and scientific articles.
• Provide links to free or paid online training courses.

توقيع رئيس القسم

م.٢.٣ حسن عادل