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: University of Baghdad
Faculty/Institute: AL–Khwarizmi College of Engineering
Scientific Department: Mechatronics Engineering
Academic or Professional Program Name: B.Sc
Final Certificate Name: .....
Academic System: Quarterly
Description Preparation Date: 28/3/2024
File Completion Date: 28/3/2024

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

1. Program Vision

The scientific department seeks to present academically, scientifically, and even practically in the local and international arena. The reliability of scientific laboratories is within national standards first and international standards second. Apply advanced studying and teaching systems and keeping updated with the latest developments in this field, especially e-learning. Furthermore, studying recent experiences in education and working on apply them in line with the changing standards of scientific and practical requirements. Planning to build postgraduate studies with high standard quality by preparing material requirements from laboratories and others and the scientific needs of researchers, in addition to researchers and supervisors who own a distinguished research line and global scientific publication.

2. Program Mission

The primary goal of the Mechatronics Engineering Department is to train and develop the most highly skilled engineers and leaders in the engineering field of that field. It also aims to balance knowledge in scientific research to benefit the local, regional, and global community. Additionally, the department trains and sharpens students' scientific and cognitive skills while highlighting social and cultural values and meeting local market demands. This objective necessitates adapting and developing the curricula to the various factors, ranging from the shifting demands to the various technological advancements in the scientific domains. A department's desire to realize its vision is what drives it to communicate with the outside world about the most recent advancements in science by attending international conferences and seminars, in addition to hosting many workshops and student events.

3. Program Objectives

Providing graduate engineers with the information and abilities needed for mechatronics system development and design, including applications of mechanical, electrical, electronic, control, and computer engineering. Furthermore, he will possess unique expertise that enables him to create, build, maintain, and use contemporary systems and equipment in a way that advances science. He will also be able to research issues of mechatronics. Graduate an engineer skilled in the application of sophisticated ideas linked to contemporary engineering methods in the field of mechatronics. preparing engineering personnel with a solid background so they can interact with all community members and improve and enrich the needs in Iraq. supplying information and skills that industries and businesses in the domains of robotics, industrial automation, smart systems, medical devices, and other technical and industrial applications require to prepare engineers for the labor market. Developing a scientific engineering personality that can interact with the demands of the government or the private sector of the job market.

4. Program Accreditation

N/A

5. Other external influences

N/A

6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
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 / first	UOB102	English Language	theoretical	practical
			30	

8. Expected learning outcomes of the program

Knowledge

Learning Outcomes 1	1. The students will be able to give their opinions and discuss different topics. 2. The students will be able to communicate effectively in written format. 3. The students will Learn how to write grammatically correct English sentences using variety of sentence structures. 4. The students will be able to comprehend and interpret different types of articles by improving their reading comprehension skills. 5. The students will gain additional knowledge of vocabulary that is related to their main field of study.
Skills	
Learning Outcomes 2	1. A general improvement of students' reading skills. 2. A general improvement of students' writing skills. 3. A general improvement of students' speaking skills.
Ethics	
Learning Outcomes 3	Acquiring ethical knowledge of the correct principles of language learning and applying them in various areas of life and not using the language for purposes that are inappropriate for the student's scientific environment.

9. Teaching and Learning Strategies

Lectures, of different teaching and learning aims, are directly delivered to the students in class rooms. Detailed lectures will be given on the main rules for structuring sentences in the English language, along with illustrative examples and additional exercises. Reading comprehension work sheets will be discussed and explained to encourage students to find words' synonyms and solve all types of comprehension questions. Encourage students to use their knowledge of English language by asking them to write paragraphs and essays on certain topics as assignments.

10. Evaluation methods

Mid-term exam, Quizzes, class and home assignments.

11. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
Asst. Lec.	Master in English language	Linguistics			yes	

Professional Development

Mentoring new faculty members

Professional development of faculty members

12. Acceptance Criterion

13. The most important sources of information about the program

- Headway Academic Skills I: Introductory Reading, Writing, and Study Skills Student's Book.
- English Grammar in Use – Fifth Edition by Raymond Murphy.

14. Program Development Plan

- Staying updated with the latest developments in the English language curriculum
- Staying updated with the latest methods and techniques used to teach SLL.

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
First	UOB102	English Language	Basic	×				×				×			

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

Course Description Form

1. Course Name:
English Language
2. Course Code:
UOB102
3. Semester / Year:
Second semester / 2024
4. Description Preparation Date:
5. Available Attendance Forms:
6. Number of Credit Hours (Total) / Number of Units (Total)
Weekly 2 hours (Total 30 hours)/2
7. Course administrator's name (mention all, if more than one name)
Name: Asst. Lec. Raghad Abdul Ameer Jawad Email: raghad.a@kecbu.uobaghdad.edu.iq
8. Course Objectives

Course Objectives	Enhancing the communication skills of students in addition to focusing on the development of the four language skills (speaking, listening, reading, and writing). Helping students to produce sentences that are grammatically and syntactically correct to communicate and to express themselves.

9. Teaching and Learning Strategies

Strategy	1-Detailed explanation of the scientific material. 2- Students' participation in solving exercises 3- Discussion and dialogue about vocabulary related to the topic.

10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2		Articles: definite and indefinite		

2	2		Articles: definite and indefinite		
3	2		Introduction to grammatical categorie		
4	2		Types of verbs in English		
5	2		Reading comprehension 1		
6	2		Exercises on reading comprehension 1		
7	2		Simple tenses in English		
8	2		Types of Nouns in English		
10	2		Prepositions in English grammar		
11	2		Reading comprehension 2		
12	2		Exercises on reading comprehension 2		
13	2		Introduction on academic writing		
14	2		Practical lessons on academic writing		
15	4		Typical vocabulary and grammat errors		

11. Course Evaluation

Mid-term exam, Quizzes, class and home assignments.

12. Learning and Teaching Resources	
Required textbooks (curricular books, if any)	N/A
Main references (sources)	Headway Academic Skills I: Introducto Reading, Writing, and Study Ski Student's Book
Recommended books and references (scientific journals, reports…)	English Grammar in Use - Fifth Edition b Raymond Murphy
Electronic References, Websites	