Republic of Iraq

Ministry of Higher Education & Scientific Research

Supervision and Scientific Evaluation Directorate

Quality Assurance and Academic Accreditation

InternationalAccreditation Dept.

Academic Program Specification Form For The Academic Year 2017-2018

University: Baghdad

College : Engineering

Number Of Departments In The College : 12 Twelve

Date Of Form Completion : April – 3 / 2018

Dean ’s Name

Date : / 4 / 2018

Signature

Dean ’s Assistant For Scientific Affairs

Date : / / 2018

Signature

The College Quality Assurance And University Performance Manager

Date : / / 2018

Signature

Quality Assurance And University Performance Manager

Date : / / 2018

Signature

**TEMPLATE FOR COURSE SPECIFICATION**

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| HIGHER EDUCATION PERFORMANCE REVIEW: PROGRAMME REVIEW |

**COURSE SPECIFICATION**

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| This Course Specification provides a concise summary of the main features of the course and the learning outcomes that a typical student might reasonably be expected to achieve anddemonstrate if he/she takes full advantage of the learning opportunities that are provided. It should be cross-referenced with the programme specification. |

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| College of engineering University of Baghdad | ***1. Teaching Institution*** |
| Mechanical Engineering Department(MED)  | ***2. University Department/Centre*** |
|  Programming /I/ ME106This course introduces the description of programing principles .Topics covered :first course :Windows, Microsoft office , word , power point , excel , second course visual basic ,front page of application , steps of program, tools , codes , applications . The course is designed to provide a background to higher level of programming and Microsoft office. The course is Taught through 5 hours a week 2theory , 3 experimental . | ***3. Course title/code& Description*** |
| Mechanical Engineering (ME) | ***4. Programme(s) to which itContributes*** |
| Annual System :There is only one mode delivery ,which is a "Day Program " The students are full time students , and on campus . they attend full day program in face to face mode . the academic year is composed of 30 week regular subjects . | ***5. Modes of Attendance offered*** |
| 1st & 2 nd / Academic Year 2013-2014 | ***6. Semester/Year*** |
| 150 hours / 5hrs. per week  | ***7. Number of hours tuition (total)*** |
| April -3/2018 | ***8. Date of production/revision of this specification*** |
| ***9. Aims of the Course*** |
| 1-Teaching subjects in computer science and computer engineering with a special interest in the best practices using technology to stimulate learning and creativity.2-Recognition of the need for and an ability to engage in continuing professional development.3- acquire knowledge on historical evolution of computer and its hardware,software components.4- acquaint with the aims and objectives of teaching computer science insecondary and higher secondary schools and help them to plan learningactivities according to those objectives. |

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| ***10·Learning Outcomes*** |
| 1. An ability to apply knowledge of computing and mathematics appropriate to the discipline
2. An ability to analyze a problem, and identify and define the computing requirements appropriate to its solution
3. An ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs
4. An ability to function effectively on teams to accomplish a common goal
5. An understanding of professional, ethical, legal, security and social issues and responsibilities
6. An ability to communicate effectively with a range of audiences
7. An ability to analyze the local and global impact of computing on individuals, organizations, and society
8. Recognition of the need for and an ability to engage in continuing professional development
9. An ability to use current techniques, skills, and tools necessary for computing practice.
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| ***11.Teaching and Learning Methods*** |
| 1. Lectures .
2. Tutorials .
3. Homework and assignments
4. Lab. Experiments .
5. Tests and Exams .
6. In class Questions and discussions .
7. Connection between Theory and Application
8. Extracurricular activities.
9. Seminars .
10. In – And Out – Class oral conversations .
11. Reports , presentations , and posters .
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| ***12. Assessment Methods*** 1- Examinations , tests , and Quizzes .2- Extracurricular Activities .3- Student Engagement during Lectures .4- Responses obtained from student s Questionnaire about curriculum and faculty Member (Instructor) . |
| ***13. Grading Policy***1. Quizzes :
* There will be a (15- 20 ) closed books and notes Quizzes during the academic year .
* The quizzes will count 15 % of the total course grade .
* Comprehensive exam in mid-year will count 5% of the total course grade .
1. The final exam will be comprehensive , closed books and will take place in June 2018 from 9:00AM – 12:00 PM .

The final exam will count 60 % of the total course grade .1. 20 % of the total course grade in experimental practice in laboratory.
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| ***14. Course Structure*** |
| Assessment method  | Teaching Method  | Topic title | Los Article 10) | hours | Week |
| 1-4 of article (12) | 1-11 of article (11) | Operating system  | 1-9 | 52 the.3 exp. | 1 |
| 1-4 of article (12) | 1-11 of article (11) | Types of operating system | 1-9 | 52 the.3 exp. | 2 |
| 1-4 of article (12) | 1-11 of article (11) | Windows  | 1-9 | 52 the.3 exp. | 3 |
| 1-4 of article (12) | 1-11 of article (11) | Microsoft office  | 1-9 | 52 the.3 exp. | 4 |
| 1-4 of article (12) | 1-11 of article (11) | Word  | 1-9 | 52 the.3 exp. | 5 |
| 1-4 of article (12) | 1-11 of article (11) | Word | 1-9 | 52 the.3 exp. | 6 |
| 1-4 of article (12) | 1-11 of article (11) | Examples and Applications | 1-9 | 52 the.3 exp. | 7 |
| 1-4 of article (12) | 1-11 of article (11) | Power point  | 1-9 | 52 the.3 exp. | 8 |
| 1-4 of article (12) | 1-11 of article (11) | Power point  | 1-9 | 52 the.3 exp. | 9 |
| 1-4 of article (12) | 1-11 of article (11) | Examples and applications | 1-9 | 52 the.3 exp. | 10 |
| 1-4 of article (12) | 1-11 of article (11) | Excel  | 1-9 | 52 the.3 exp. | 11 |
| 1-4 of article (12) | 1-11 of article (11) | Cells and format  | 1-9 | 52 the.3 exp. | 12 |
| 1-4 of article (12) | 1-11 of article (11) | Insert data | 1-9 | 52 the.3 exp. | 13 |
| 1-4 of article (12) | 1-11 of article (11) | Functions and formula  | 1-9 | 52 the.3 exp. | 14 |
| 1-4 of article (12) | 1-11 of article (11) | Charts  | 1-9 | 52 the.3 exp. | 15 |
| 1-4 of article (12) | 1-11 of article (11) | Examples and applications | 1-9 | 52 the.3 exp. | 16 |
| 1-4 of article (12) | 1-11 of article (11) | Principles of visual basic program  | 1-9 | 52 the.3 exp. | 17 |
| 1-4 of article (12) | 1-11 of article (11) | Front page of applications  | 1-9 | 52 the.3 exp. | 18 |
| 1-4 of article (12) | 1-11 of article (11) | Steps of visual Basic program  | 1-9 | 52 the.3 exp. | 19 |
|  | 1-11 of article (11) | Examples and applications | 1-9 | 52 the.3 exp. | 20 |
| 1-4 of article (12) | 1-11 of article (11) | Window Properties  | 1-9 | 52 the.3 exp. | 21 |
| 1-4 of article (12) | 1-11 of article (11) | Codes of visual basic program  | 1-9 | 52 the.3 exp. | 22 |
| 1-4 of article (12) | 1-11 of article (11) | Examples and applications | 1-9 | 52 the.3 exp. | 23 |
| 1-4 of article (12) | 1-11 of article (11) | Using if statements  | 1-9 | 52 the.3 exp. | 24 |
| 1-4 of article (12) | 1-11 of article (11) | Examples and applications | 1-9 | 52 the.3 exp. | 25 |
| 1-4 of article (12) | 1-11 of article (11) | Dealing with picture | 1-9 | 52 the.3 exp. | 26 |
| 1-4 of article (12) | 1-11 of article (11) | Methods of applications | 1-9 | 52 the.3 exp. | 27 |
| 1-4 of article (12) | 1-11 of article (11) | Applications  | 1-9 | 52 the.3 exp. | 28 |
| 1-4 of article (12) | 1-11 of article (11) | Applications | 1-9 | 52 the.3 exp. | 29 |
| 1-4 of article (12) | 1-11 of article (11) | Applications | 1-9 | 52 the.3 exp. | 30 |

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| ***15. Infrastructure*** |
| **Textbook :**Book done by lecturer **References :**1. Courseof center of computer of Baghdad university.
2. Book of Ahmed Hassan khamis and Rami Abdul aziz ,lecturers in Iskandarya university ,Egypt.
3. Microsoft office 2007  **)**Michael Nabil Akhnoukh)
 | Required reading:· CORE TEXTS· COURSE MATERIALS· OTHER |
| 1. Laboratory experiments in the computer lab. Of the department .
2. Available websites related to the subject .
3. Soft ware available.
 | Special requirements (include forexample workshops, periodicals,IT software, websites) |
| Field and scientific visits .Extra lectures by foreign guest lecturers . | Community-based facilities(include for example, guestLectures , internship,field studies) |
| ***16. Admissions*** |
| ME 101 | Pre-requisites |
| / | Minimum number of students |
| 90 | Maximum number of students |
| Instructor:Lecturer Hanan Mahmood | ***17. Course Instructors*** |

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