



Course Specifications

Course title:
Course code:
Program:
Department:
Institution:
Approval date:



Table of Contents

A. Course Identification	3
B. Course Objectives and Learning Outcomes	4
1. Course description	4
2. Course objectives	4
3. Course Learning Outcomes	4
C. Course Content	5
D. Teaching and Assessment	5
1. Mode of Instruction (mark all that apply)	5
2. Alignment of course Learning Outcomes with Teaching Strategy and Assessment Methods	5
3. Assessment Tasks for Students During the course.....	6
E. Student Academic Counseling and Support	6
F. Learning Resources and Facilities	6
1. Learning Resources	6
2. Facilities Required.....	7
G. Course Quality Management.....	7
1. Course management structure	7
2. Course Evaluation	7
H. Authorized Signatures	8

A. Course Identification

1. Credit hours:
2. Course type/level:
a. University <input type="checkbox"/> College <input type="checkbox"/> Department <input type="checkbox"/>
b. Required <input type="checkbox"/> Elective <input type="checkbox"/>
3. Level/year at which this course is offered:
4. Pre-requisites for this course (if any):
5. Co-requisites for this course (if any):

6. Course components:

	Lecture	Tutorial	Laboratory/ Studio	Practical	Others <small>(including self-study)</small>	Total
Credit
Contact Hours / per week



B. Course Objectives and Learning Outcomes

1. Course description <i>(General description in the form used in bulletin or handbook)</i>
2. Course objectives <i>The main objectives of the course</i>

3. Course Learning Outcomes

CLOs	Allied Program Learning Outcomes (PLO's)	
	PLO's code	level of instruction*
Knowledge :		
1.1
1.2
1.3
1...
Skills :		
2.1
2.2
2.3
2...
Competence :		
3.1
3.2
3.3
3...

* level of instruction (I = Introduced, P = Practiced, M= Mastery, and A = Assessed).



C. Course Content

Topics to be covered

List the main topics of the course in relation to the course learning outcomes

List of Topics	Contact Hours	Related CLOs
.....
.....
.....
.....
.....
.....
Total

D. Teaching and Assessment

1. Mode of Instruction (mark all that apply)

#	Mode of Instruction	Contact hours	Percentage
1	Traditional classroom
2	Blended (<i>traditional and online</i>)
3	E-learning
4	Correspondence
5	Other

2. Alignment of course Learning Outcomes with Teaching Strategy and Assessment Methods

Code #	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	Knowledge		
1.1
1.2
...
2.0	Skills		
2.1
2.2
...
3.0	Competences		
3.1
3.2
...

3. Assessment Tasks for Students During the course

#	Assessment task*	Week Due	Proportion of Total Assessment
1
2
3
4
5
6
7
8

*Assessment task (i.e., essay, test, quizzes, group project, examination, speech, oral presentation, etc.)

E. Student Academic Counseling and Support

<p>Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice :</p> <p>.....</p> <p>.....</p>

F. Learning Resources and Facilities

1. Learning Resources

Item	Resources
Required Textbooks
Essential References Materials
Electronic Materials, (Web Sites, Facebook, Twitter, etc)
Other learning material (Computer-based programs/CD, professional standards or regulations and software)



2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)
Technology resources (AV, data show, Smart Board, software, etc.)
Other resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach list),

G. Course Quality Management

1. Course management structure

(including Coordinator ,committees, units, boards, ...)

.....

.....

2. Course Evaluation

Describe the strategies used for obtaining assessments of the overall quality of the course and achievement of its intended learning outcomes

Evaluation areas/issues	Evaluators	Evaluation methods
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

Evaluation areas (e.g., Effectiveness of Teaching and assessment, Achievement of course learning outcomes and Learning resources, etc.)

Evaluators (Students, faculty, Program leaders, peer review, Independent reviewers, Others (specify))



H. Authorized Signatures

Dean/Chair	Name	Signature	Date
Course Instructor
Program Coordinator

