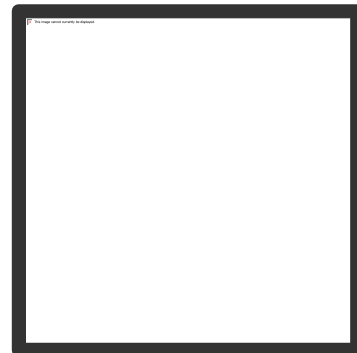


**Ministry of Higher Education and Scientific Research
Scientific Supervision and Evaluation Authority
Department of Quality Assurance and Academic Accreditation
Accreditation Department**



Academic Program and Course Description Guide

2024

Introduction:

The educational program is a coordinated and organized package of courses that include procedures and experiences organized in the form of academic vocabulary whose main purpose is to build and refine the skills of graduates, making them qualified to meet the requirements of the labor market, which is reviewed and evaluated annually through internal or external audit procedures and programs such as the external examiner program.

The academic program description provides a summary of the main features of the program and its courses, indicating the skills students are working to acquire based on the academic program objectives. The importance of this description is evident because it represents the cornerstone of obtaining program accreditation, and faculty members participate in writing it under the supervision of the scientific committees in the scientific departments.

This guide, in its second edition, includes a description of the academic program after updating the vocabulary and paragraphs of the previous guide in light of the latest developments in the educational system in Iraq, which included a description of the academic program in its traditional form (annual, quarterly), in addition to adopting the description of the academic program circulated according to the book of the Department of Studies 3/2906. On 5/3/2023 with regard to programs that adopt the Bologna Process as a basis for their work.

In this area, we can only emphasize the importance of writing descriptions of academic programs and courses to ensure the smooth conduct of the educational process.

Concepts and Terminology:

Academic Program Description: The description of the academic program provides a 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 necessary summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he or she has 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 a developed, inspiring, motivating, realistic, and applicable program.

The Program's Mission: It briefly explains the goals and activities necessary to achieve them, and also defines the program's development paths and directions.

Program Objectives: These 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/study subjects included in the academic program according to the approved learning system (semester, annual, Bologna track), whether it is a requirement (ministry, university, college, or scientific department), along with the number of study units.

Learning Outcomes: A consistent set of knowledge, skills, and values that the student has acquired after the successful completion of the academic program. The learning outcomes for each course must be determined in a way that achieves the program objectives.

Teaching and Learning Strategies: They are the strategies used by the faculty member to develop the student's teaching and learning, and they are plans that are followed to reach the learning goals. That is, it describes all curricular and extracurricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name:.....

College/Institute: College: Al-Safwa University College

Scientific Department: Department of Anesthesia Techniques.....

Name of the academic or professional program: Bachelor of Anesthesia Techniques

Name of Final Degree: Bachelor of Science in. Anesthesia.....

Academic System: Annual

Description preparation date: 10 /5 / 2023

Date of filling the file: 13/03/2024

Signature

Name of Scientific Assistant:

Date:

Signature

Name of Department Head:

Date:

Check the file by

Division of Quality Assurance and University Performance.

Name of the Director of the Quality Assurance and University Performance

Division:

Date:

Signature

Dean's approval

1. Program Vision

Al Safwa University College seeks to be one of the leading higher education institutions in the field of modern education and scientific research through its scientific, research and administrative activities. It also works to provide an integrated path for its students and professors to make them active and creative in serving society in all fields.

2. Program Message

Working to prepare and graduate leading scientific and leadership competencies in anesthesia techniques and to develop the balance of knowledge in the field of scientific research to serve the local, regional and international community, as well as training and refining the minds of students scientifically and cognitively, and emphasizing social and cultural values and responding to the requirements of the local market.

3. Program Objectives

1. Embodying the vision, mission and goals of Al-Safwa University College, and applying the best educational practices with a focus on ensuring and enhancing quality and performance.
Preparing specialized cadres capable of serving the community and preparing for the preparation of future specializations.
3. Spreading the culture of human diversity in society, transferring scientific knowledge and skills, writing academic research, and creative scientific achievement through student- and teaching-focused activities.
4. The college seeks to conclude scientific and cultural cooperation agreements with corresponding colleges and corresponding departments in different colleges to achieve best practices in the fields of education and learning.
5. Focusing on the educational and moral aspects of all its members and spreading the spirit of dedication, tolerance, commitment and work to serve the nation.
6. Paying attention to intellectual and cultural construction through openness to the experiences of other countries in all fields of education.
7. Focusing on the educational and moral aspects of the student and instilling a spirit of dedication, tolerance and commitment.

4. Programmatic Accreditation
3 credits

5. Other External Influences
1.Language proficiency standards: Alignment with recognized language proficiency standards to ensure students' language development meets international benchmarks 2.Student diversity: Recognition of the diverse linguistic backgrounds, learning styles, and interests among students, and adaptation of teaching strategies to accommodate diverse needs

6. Program Structure				
Program Structure	Number of courses	Study unit	Percentage	Note
Enterprise Requirements	30	30		Secondary course
College Requirements	yes			
Department Requirements	yes			
Summer Training	yes			
Other				

* It can include notes whether the course is basic or optional.

7. Program Description			
Year/Level	Course Name	Course or Course Code	Credit Hours
2023-2024 / Fourth	English language		Theoretical 1 hour per week

8. Expected Learning Outcomes Of The Program
Knowledge
1. To teach students how to speak English in a proper way. 2. Understanding how to translate.

3. Learn the basic components of grammar.
4. Understanding the syntax by using the grammar.

Skills

Subject-specific skills

Using the grammars to build the rules of sentences.

Values

1. Completing assigned duties
2. Classroom test results
3. Attendance commitment to lectures. .

9. Teaching and Learning Strategies

- **Theoretical lectures**
- **Raising questions and extracting answers from them during the lecture**
- **Directing students to some websites to benefit from them**
- **Guiding students on the most important and best ways to improve the English language in order to benefit from previous experiences**

10. Evaluation Methods

Exams , Quizzes, and daily assessment.

11. Faculty

Faculty Members

Preparation of the teaching staff		Special Requirements/S kills (if applicable)	Specialization		Academ ic Rank
Lecturer	Staff		special	General	
lecturer				English Language	Assistant Lecturer

12. Program Development Plan

- A. Students provide feedback at the end of the module, which is used to review and improve the module.
- B. The department's board and faculty meet with students regularly and provide a forum in which any aspect of teaching can be discussed.

C. Involving students in the membership of the board of directors of the department and the college to discuss topics related to the development of the provision of scientific material.

D. Periodic review of the decision by the department head .

Curriculum Skills Outline

[illegible]

Course Description Form

1. Course Title:
Liz and John Soars" Headway- upper-Intermediate
Course Code:
2. Semester / Year :
Year
3. The history of the preparation of this description
14/ 02/ 2024
1. Available Forms of Attendance:
Attendance (face-to-face learning)
2. Number of Credit Hours (Total) / Number of Units (Total):
1 hour theoretical
Number of Units: 12 units
3. Course administrator's name (if more than one name)
Assist. Lecturer - Email: fatima.hadi@alsafwa.edu.iq
4. Course Objectives
• Introducing the student to the general concept of the English language • Introducing the student to the importance of the English language in the modern world • Introducing the student to the areas in which the English language is used and how to use it • How to formulate questions and answer them in order to develop their linguistic ability to communicate
5. Teaching and Learning Strategies

Strategies	• Theoretical lectures • Raising questions and extracting answers from them during the lecture • Directing students to some websites to benefit from them • Guiding students on the most important and best ways to improve the English language in order to benefit from previous experiences
6. Course Structure	

Evaluation Method	Learning Method	Unit Or Subject Name	Required Learning Outcomes	Horus	week
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Model Auxiliary verbs	Achieving cognitive and skills based objectives	1 hour	1
		English tense usage (time, simple aspect, continuous aspect, perfect)		1 hour	2
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Reading and speaking: Exp tales (Thomas Creed in Korea). present perfect, Present Perfect Simple and Continuous		1 hour	3
				1 hour	4
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Reading and speaking: paradise lost Narrative tenses (Past Simple and Present Perfect), Time clauses.		1 hour	5
				1 hour	6
Quiz		Reading and speaking: Jane Austen		1 hour	7

Classroom activities Theoretical exams	Theoretical lecture Discussion	Questions (Questions for asking for descriptions, indirect questions, negative questions)		1 hour	8
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Reading and speaking: The Death of Diana, The Apollo Moon landing Introduction to future forms (prediction, descriptions, intention)		1 hour	9
				1 hour	10
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Present simple for timetables. Reading and speaking: Today's teenagers Expressing quantity: quantifiers, some, any, somebody, anything Expressing quantity: nobody, no one, nowhere, nothing, much, many, a lot of, all, little.		1 hour	11
				1 hour	12
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Reading and speaking: Starbucks coffee, Apple Macintosh Introduction to model auxiliary verbs, model verbs for probability, advice, obligation, permission, ability, willingness, requests Reading and speaking: The kippers		1 hour	13
				1 hour	14
				1 hour	15
Midyear Holiday					
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Introduction to relative clauses (defining relative clauses and non-defining relative clauses), participle Reading and speaking: the coldest		1 hour	16
				1 hour	17

Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Expressing habit (present simple, present continuous, will, would, used to, get used to). Reading and speaking: people and their money		1 hour	18
				1 hour	19
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Modal Auxiliary verbs 2: Modal Auxiliary verbs for probability in the past		1 hour	20
				1 hour	21
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Reading and speaking: How the west was won		1 hour	22
				1 hour	23
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Hypothesizing: first, second conditionals, and third conditionals.		1 hour	24
				1 hour	25
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Reading and speaking: have you ever wondered?		1 hour	26
				1 hour	27
Quiz Classroom activities Theoretical exams	Theoretical lecture Discussion	Reading and speaking: A life in the day Determiners: types of determiners Writing: Applying for a job writing a CV and a covering letter. Solving extra Exercises of workbook		1 hour	28
				1 hour	29
				1 hour	30

10. Course Evaluation

The distribution is as follows: Annual pursuit 30%
10 degrees monthly and daily exams for the first semester.
10 degrees monthly and daily exams for the second semester.
70% for the final exam.

11. Learning and Teaching Resources

Required textbooks (methodology, if any)	Headway book
Main references (sources)	New Headway Plus [Upper-intermediate] by Liz and John Soars, Oxford: Oxford University Press (2006)
Recommended books and references (Scientific journals, reports...)	Oxford modern English Grammar
Electronic References, Websites	http://www.agendaweb.org