

**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: Al-Noor University College

Faculty/Institute: Al-Noor University College

Scientific Department: English Language Department

Academic or Professional Program Name:

Final Certificate Name: Bachelor of Education in Teaching English Language and Literature.

Academic System: An Academic Program

Description Preparation Date: 15/2/ 2024

File Completion Date: 15/2/2024

Signature:



Asst. Prof Dr. Nida Salim Omar

Head of Department Name

Date: 15/2/2024

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 Department of English Language was established at Al-Noor University College, and it is one of the departments that grants a bachelor's degree in English Language and Literature. The department strategy meets with the rapid development requirements in teaching English as it is a global language and the approved language in teaching all branches of science and knowledge in the world, where the approved curricula are reviewed in an orderly manner for the purpose of updating the quality and contents of the study materials in line with modernity. Also, the teaching programs for all materials are subjected to quality standards. There is a vigorous follow-up by the department for all semester work and for all academic materials.

2. Program Mission

The Department of English is concerned with teaching students the latest curricula in the fields of English language, literature and teaching methods. The students of the department learn English grammar and literature in four study stages, where they study English grammar, pronunciation, essay writing and all branches of English literature. Students are also familiarized with the teaching methods of English language.

3. Program Objectives

- 1- Forming a scientific and educational personality committed in deep and comprehensive understanding of the educational foundations aimed at preparing and training English language teachers in secondary and preparatory schools.
- 2- Instilling the correct cognitive, ethical and behavioral foundations in the students of the department, to be able to advance in building their homeland,

educating their people, and transmitting the scientific and educational message to other generations.

3- Preparing distinguished teaching staff specialized in the English language and literature so that they master the language skills (writing, reading and speaking) that qualify them to communicate with other cultures and societies.

4- The ability of graduates to prepare linguistic and applied educational research in both Arabic and English that aim to serve the community and the country.

5- Encouraging critical understanding of the thought and cultures of the English-speaking world with the encouragement of open dialogue by means of communication with nations speaking other languages

4. Program Accreditation

Does the program have program accreditation? And from which agency? Not yet

5. Other external influences

Is there a sponsor for the program?

Ministry of Higher Education and Scientific Research/ Department of Central Admission.

6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements				
College Requirements				
Department Requirements	43	156	100%	Basic

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	
			theoretical	Practical
First Year		English Grammar(1)	2	1
		Phonetics	2	1
		Composition	1	1
		Reading 1	1	1
		Listening and Speaking 1		2
		Introduction To Literature	2	1
		Composition Writing 1	2	1
		Arabic	2	
		Computer	1	2
		Human Rights And Democracy	1	
		Fundamentals Of Education	2	
Second Year		English grammar(2)	2	1
		English Phonology	2	1
		Composition Writing 2	1	1
		Advanced Reading	1	1
		Short Story	2	-
		Poetry (1)	2	-
		Drama (1)	2	1
		Listening and Speaking 2	-	2
		Adult Education	2	-
		An Introduction to EFL	2	-
	English Grammar(3)	2	1	
	Linguistics (1)	2	1	

Third Year		Listening And Speaking	-	2
		Essay Writing	1	1
		Novel (1)	2	1
		Drama(2)	2	1
		Poetry (2)	2	1
		Methods of Teaching English	1	2
Fourth Year		English Grammar (4)	2	1
		Linguistics (2)	2	1
		Novel (2)	2	1
		Drama (3)	2	1
		Poetry (3)	2	-
		Translation	2	-
		Graduation Research	-	2

8. Expected learning outcomes of the program	
Knowledge	
A. Knowledge and understanding	<p>A1– Teaching various linguistic, literary and educational subjects in English</p> <p>A2– Translating from English into Arabic and vice versa</p> <p>A3– A Comprehensive knowledge of teaching methods; writing applied linguistic and educational research.</p> <p>A4– Using modern and easy methods for teaching and learning English language through technology.</p>
Skills	
B. Subject-specific skills	<p>B1 – Preparing good teaching staff who are proficient in English and know the methods of English teaching and Learning</p> <p>B 2 – Creating a distinguished research staff specialized in educational and applied studies in the field of English language and literature</p> <p>B 3– Preparing a trained staff to carry out translation from Arabic into English and vice versa.</p>

Ethics	
C. Thinking Skills	C 1– reception. C2 – response. C3– Evaluation. C 4– Organizing.
D. General and Transferable Skills (other skills relevant to employability and personal development)	D1– The lecture D2 – Cooperative Learning D 3– Problem solving D 4– Control and mastery of educational education

9. Teaching and Learning Strategies
<ul style="list-style-type: none"> • Lectures • Using literary and linguistic models with teaching methods • Movies and posters

10. Evaluation methods
Practical and theoretical exams – duties – Reports

11. Faculty						
Faculty Members						
Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
Prof.	English Language	English Language			2	

		and Linguistics				
Asst. Prof.	English Language	English Language			1	
Asst. Prof.	Literature of Translation	Translation			2	
Asst. Prof.	English Language	English Language and Literature			1	
Lect.	English Language	English Language			1	
Lect.	English Language	English Literature			2	
Lect.	English Language	Teaching English Language			1	
Asst. Lect.	English Language	English Language and Literature			5	
Asst. Lect.	English Language	Linguistics			4	
Asst. Lect.	Science of teaching and psychology	Psychology of Teaching			2	
Asst. Lect.	Basic of Education	Kindergarten Psychology			1	

Professional Development

Mentoring new faculty members

Briefly describes the process used to mentor new, visiting, full-time, and part-time faculty at the institution and department level.

Professional development of faculty members

1. Teamwork.
2. Investing time in to achieve the implementation of the program's objectives.
3. Striving to achieve educational quality in the educational environment.
4. A Continuous updating of the program by keeping pace with scientific development.

12. Acceptance Criterion

- 1- Central admission.**
- 2- The scientific interview.**
- 3- Medical examinations.**

13. The most important sources of information about the program

- Sources approved by Mosul university
- Various sources, references and books related to the field of English language teaching and literature.
- Internet.

14. Program Development Plan

1. Enhancing Professors' Proficiency in Diverse Educational Software Applications
3. Instructing faculty on employing the bubble sheet technique and electronic correction.
4. Providing guidance on leveraging interactive whiteboards and contemporary pedagogical approaches.
5. Strategizing the establishment of an electronic repository for English Department's academic content, facilitating student access.

6. Eradicating dependency on supplementary materials that restrict students within narrow confines of knowledge, fostering engagement with academic resources.

Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Core (C) Title or Option (O)	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
First Year		English Grammar(1)	C	←	←	←	←	←	←	←	←	←	←	←	←
		Phonetics	C	←	←	←	←	←	←	←	←	←	←	←	←
		Composition	C			←	←			←	←		←	←	
		Reading 1	C	←	←			←	←	←	←	←	←	←	←
		Listening and Speaking 1	O	←	←	←	←	←	←	←	←	←	←	←	←
		Introduction To Literature	C	←			←	←	←	←	←	←	←	←	←
		Composition Writing 1	O	←	←	←	←			←	←		←	←	←
		Arabic	O	←			←	←	←	←	←	←	←	←	←
		Computer	O	←	←			←	←		←			←	←

		Human Rights And Democracy	O	←	←			←	←	←	←	←	←	←	←
		Fundamentals Of Education	O	←			←	←	←		←			←	←
Second Year		English grammar(2)	C	←	←	←	←	←	←	←	←	←	←	←	←
		English Phonology	C	←	←	←	←	←	←	←	←	←	←	←	←
		Composition Writing 2	C			←	←	←		←	←		←	←	
		Advanced Reading	C	←	←	←	←	←	←	←	←	←	←	←	←
		Short Story	C	←	←	←	←		←	←	←	←	←	←	←
		Poetry (1)	C	←				←	←	←	←	←	←	←	←
		Drama (1)	C	←	←	←	←	←		←	←		←	←	←
		Listening and Speaking 2	O	←			←	←	←	←	←	←	←	←	←
		Adult Education	O	←	←	←	←				←			←	←
		An Introduction to EFL	O	←	←		←	←	←	←	←	←	←	←	←
		English Grammar(3)	C	←	←	←	←	←	←	←	←	←	←	←	

Third Year		Linguistics (1)	C	←	←	←	←	←	←	←	←	←	←	←	←
		Listening And Speaking	O			←	←			←	←		←	←	←
		Essay Writing	O	←	←			←	←	←	←	←	←	←	←
		Novel (1)	C	←	←	←	←	←	←	←	←	←	←	←	←
		Drama(2)	C	←			←	←	←	←	←	←	←	←	←
		Poetry (2)	C	←	←	←	←			←	←		←	←	←
		Methods of Teaching English	C	←			←	←	←	←	←	←	←	←	←
		Guidance And Psychological Health	O	←	←			←	←	←	←	←	←	←	←
Fourth Year		English Grammar (4)	C	←	←	←	←	←	←	←	←	←	←	←	←
		Linguistics (2)	C	←	←	←	←	←	←	←	←	←	←	←	←
		Novel (2)	C			←	←			←	←		←		←
		Drama (3)	C	←	←			←	←	←	←	←	←	←	←

	Poetry (3)	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Translation	O	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Graduation Research	O	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Practicum and EFL Classroom Practices	O	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

