



# Course Specification

## (Bachelor)

**Course Title:** English for Computer Specialties

**Course Code:** 116- PEN -3

**Program:** Preparatory Year (Computer Track)

**Department:** English Language Skills

**College:** Deanship of Preparatory Year

**Institution:** Najran University

**Version:** 2

**Last Revision Date:** August 15, 2024





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## A. General information about the course:

### 1. Course Identification

1. Credit hours: ( 3 )

2. Course type

A.  University  College  Department  Track  Others

B.  Required  Elective

3. Level/year at which this course is offered: (Level Two/ First Year)

4. Course General Description:

*English for Computer Specialties* is an English for Specific Purposes course (ESP) designed to teach functional and English language skills and the necessary and practical grammar and vocabulary (terminologies) of computer and information technology. It covers the core language and skills that students need to communicate successfully in specializations of computer sciences and industry. The course follows the communicative learning approach with functional skills.

5. Pre-requirements for this course (if any): Yes

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6. Co-requisites for this course (if any): No

7. Course Main Objective(s):

The main objective of the course is to help students develop their English skills and abilities, and to apply them in the context of computer sciences, preparing them for their undergraduate field of study.

### 2. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom		
2	E-learning		
3	Hybrid <ul style="list-style-type: none"> <li>• Traditional classroom</li> <li>• E-learning</li> </ul>	3	100%
4	Distance learning		





### 3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	Lectures	48
2.	Laboratory/Studio	
3.	Field	
4.	Tutorial	
5.	Others (specify)	
<b>Total</b>		<b>48</b>

### B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
<b>1.0</b>	<b>Knowledge and understanding</b>			
1.1	<p><b>Vocabulary:</b></p> <p>To build terminologies in a computer science context including jobs, hardware, software, website analytics, databases, e-commerce features, transaction security, networking hardware, fault diagnosis and security common problems</p>		<p><b>Pre-Teaching Activities:</b> PowerPoint presentation, audio visual aids.</p> <p><b>During Teaching Activities:</b> Lecture in the classroom, in-class discussion (student participation), demonstrations, role-play.</p> <p><b>Post Teaching Activities:</b> Recapitulation and summarizing.</p>	<p>Continuous Assessment, Midterm Examination, Final Examination</p>



Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
1.2	<b>Grammar:</b> To demonstrate correct use of grammatical concepts and structures including use of <i>verbs, modals, tenses, adverbials, adjectives, nouns, positive and negative sentences, clauses, passives, and questions</i>		<b>Pre-Teaching Activities:</b> PowerPoint presentation, audio visual aids. <b>During Teaching Activities:</b> Lecture in the classroom, in-class discussion (student participation), demonstrations, role-play. <b>Post Teaching Activities:</b> Recapitulation and summarizing.	Continuous Assessment, Midterm Examination, Final Examination
...				
<b>2.0</b>	<b>Skills</b>			
2.1	<b>Listening:</b> To perform listening skills related to computer science, including recommending computer configuration, outlining website requirements, provide IT solutions, ecommerce solutions, discuss past activities at work, deal with computer problems and report on incidents		<b>Pre-Teaching Activities:</b> PowerPoint presentation, audio visual aids. <b>During Teaching Activities:</b> Lecture in the classroom, in-class discussion (student participation), demonstrations, role-play. <b>Post Teaching Activities:</b> Recapitulation and summarizing.	Continuous Assessment, Midterm Examination, Final Examination
2.2	<b>Speaking:</b> To communicate orally and critically on computer and-IT		<b>Pre-Teaching Activities:</b> PowerPoint presentation, audio visual aids. <b>During Teaching Activities:</b>	Continuous Assessment, Midterm Examination,



Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
	related issues and topics		Lecture in the classroom, in-class discussion (student participation), demonstrations, role-play. <b>Post Teaching Activities:</b> Recapitulation and summarizing.	Final Examination
2.3	<b>Reading:</b> To apply a variety of reading skills for locating main ideas, details, information, and inferences, predictions, and taking notes in computer and IT based texts		<b>Pre-Teaching Activities:</b> PowerPoint presentation, audio visual aids. <b>During Teaching Activities:</b> Lecture in the classroom, in-class discussion (student participation), demonstrations, role-play. <b>Post Teaching Activities:</b> Recapitulation and summarizing.	Continuous Assessment, Midterm Examination, Final Examination
2.4	<b>Writing:</b> To write common types of texts, paragraphs, reports, flow charts, email, instructions, descriptions, warnings, etc. with computer and IT-related contexts		<b>Pre-Teaching Activities:</b> PowerPoint presentation, audio visual aids. <b>During Teaching Activities:</b> Lecture in the classroom, in-class discussion (student participation), demonstrations, role-play. <b>Post Teaching Activities:</b> Recapitulation and summarizing.	Continuous Assessment, Midterm Examination, Final Examination
<b>3.0</b>	<b>Values, autonomy, and responsibility</b>			
3.1	<b>Collaboration</b> To demonstrate a positive sense of responsibility, commitment, teamwork attitude, and good rapport		<b>Discussion</b> on the importance of moral values, responsibilities, and professionalism	Survey Checklist





Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
	with classmates and staff members both in college and educational settings			

### C. Course Content

No	List of Topics	Contact Hours
1.	Unit 1: Working in the IT industry Meeting People; Jobs in IT; Schedules; Spelling, Business matters	6
2.	Unit 2: Computer systems: Computer Hardware; Computer Software; Working with computers; Computer usage	6
3.	Unit 3: Websites; website purpose; Website analytics; Website development; the best websites	6
4.	Unit 4: Databases; Database Basics; Data processing; Data storage and backup; Database system benefits	6
5.	Unit 5: E-commerce; E-commerce Companies; E-commerce Features; Transaction Security	6
6.	Unit 6: Network systems; Types of Networks; Networking Hardware; Talking about the Past; Network Range and Speed	6
7.	Unit 7: IT support; Fault Diagnosis; Software Repair; Hardware Repair; Customer Service	6
8.	Unit 8: IT security and safety; Security Solutions; Workstation Health & Safety; Security Procedures; Reporting Incidents;	6
<b>Total</b>		<b>48</b>

### D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Continuous assessment	4 <sup>th</sup> , 7 <sup>th</sup> , 11 <sup>th</sup> , 13 <sup>th</sup>	30%
2.	Midterm	8 <sup>th</sup> , 9 <sup>th</sup>	30%
3.	Final Examination	17 <sup>th</sup> , 18 <sup>th</sup> , 19 <sup>th</sup>	40%

\*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.).



## E. Learning Resources and Facilities

### 1. References and Learning Resources

<b>Essential References</b>	Pearson's English for IT Level 1 Student's Book. ISBN: 9781408269961
<b>Supportive References</b>	
<b>Electronic Materials</b>	CD room
<b>Other Learning Materials</b>	

### 2. Required Facilities and equipment

Items	Resources
<b>facilities</b> (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Classroom size should not be more than 24. Language labs Examination Halls well equipped with computers in case of computer-based exams.
<b>Technology equipment</b> (projector, smart board, software)	Overhead projectors, white boards, smart boards, computers, internet, speakers, headphone with mic, printers, photocopier and laptops for teachers
<b>Other equipment</b> (depending on the nature of the specialty)	Resource room for teachers, modern seminar room, meeting room, record room and recreational area

## F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching strategies	Students, classroom observation, external reviewers' visit from the Accreditation Agency.	Students survey Formal classroom observation
Effectiveness of student assessment	Quality and Development Unit, Curriculum Committee, Assessment Committee	Item analysis data, teachers' feedback, students' feedback, course reports.
Quality of learning resources	Quality and Development Unit	Course report, data analysis of achievement test
The extent to which CLOs have been achieved	Quality and Development Unit	Annual quality improvement program review







Assessment Areas/Issues	Assessor	Assessment Methods
	Students, classroom observation, external reviewers' visit from the Accreditation Agency.	Students survey Formal classroom observation

**Assessors** (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)

**Assessment Methods** (Direct, Indirect)

### G. Specification Approval

<b>COUNCIL /COMMITTEE</b>	COUNCIL OF DEPARTMENT OF ENGLISH LANGUAGE SKILLS
<b>REFERENCE NO.</b>	14460308-0984-00001
<b>DATE</b>	11/9/2024 1446/3/8 05:00م

