

**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: Baghdad University**

**Faculty/Institute: college of Literature**

**Scientific Department: the department of Arabic language**

**Academic or Professional Program Name: Comparative literature**

**Final Certificate Name: Bachelor's degree in Arabic Language and Literature**

**Academic System: courses**

**Description Preparation Date: 30/3/2024**

**File Completion Date: 30/3/2024**

**Signature:**

**Head of Department Name:**

**Mr. Dr. Ikhlas Muhammad Idan**

**Date:**

**Signature:**

**Scientific Associate Name:**

**Mr. Dr. Munther Ali**

**Date:**

**The file is checked by:**

**Department of Quality Assurance and University Performance**

**Director of the Quality Assurance and University Performance Department:**

**Date: 30/3/2024**

**Signature:**

**Approval of the Dean**

### **1. Program Vision**

The department believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### **2. Program Mission**

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### **3. Program Objectives**

- 1- Developing a spirit of pride in the Arabic language.
- 2- Developing students' linguistic skills.
- 3- Raising the level of professional and research teachers.
- 4- Consciously linking the ancient and the modern, by understanding the linguistic and literary heritage left to us by the ancients, then looking at the contributions made by the moderns in the fields of language and literature in order to benefit from them in re-reading. Our heritage with a new vision.

### **4. Program Accreditation**

University of Baghdad/Instructions of the Ministry of Higher Education

### **5. Other external influences**

Methodological books / access to the most important matters related to schools of

comparative literature / websites related to curricula / channels on Telegram / seminars, workshops and courses for developing curricula and influences in developing teaching information

## 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
<b>Institution Requirements</b>			<b>100%</b>	<b>nothing</b>
<b>College Requirements</b>		/	/	/
<b>Department Requirements</b>		/	/	/
<b>Summer Training</b>	/	/	/	/
<b>Other</b>		/	/	/

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

## 7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
<b>2023-2024 Bachelor's</b>	<b>ALCL 433</b>	<b>Comparative literature</b>	<b>theoretical</b>	<b>practical</b>
			<b>32</b>	<b>/</b>

## 8. Expected learning outcomes of the program

<b>Knowledge</b>	
Learning Outcomes 1	- Identifying the most prominent trends in comparative literature. Identifying important applications of comparative studies
<b>Skills</b>	
Learning Outcomes 2	Find out the most important things related to schools of comparative literature
Learning Outcomes 3	Add some practical information on the topic
<b>Ethics</b>	
Learning Outcomes 4	Scientific honesty
Learning Outcomes 5	Accuracy and clarity in scientific and mental thinking

## 9. Teaching and Learning Strategies

- 1- Giving the lecture.
- 2- Blackboard.
- 3- Research paper.
- 4- Discussing opinions

## 10. Evaluation methods

- 1- Ask questions for discussion.
- 2- Choose a phenomenon and trend to discuss
- 3- Daily and monthly exams and final exams for courses

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
<b>Professor Dr.</b>	Arabic	Arabic language and its literature		<b>Staff</b>	

## Professional Development

### Mentoring new faculty members

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

### Professional development of faculty members

Developing transferable general and qualifying skills (other skills related to employability and personal development).

- 1- Classroom management skills
- 2- Planning for teaching and preparation
- 3- Evaluation and observation skills.

## 12. Acceptance Criterion

**Graduation year average**

### **13.The most important sources of information about the program**

Comparative literature books

- 1- Comparative Literature Dr. Muhammad Ghoneimi Hilal
- 2- Comparative Literature Dr. Beautiful Nassif Jassim
- 3- In comparative literature, Dr. Star Abdullah Kazem
- 4- Internet sites specialized in literature

### **14.Program Development Plan**

Creating a curriculum for organized courses to develop special staff to improve the program or curriculum scheduled annually

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024 Bachelor's degree in Arabic language	ALCL 433	Comparative literature	Basic	√	√	√	√	√	√	√	√	√	√	√	√

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



## Course Description Form

1. Course Name:					
2. Course Code: Comparative literature ALCL 433					
3. Semester / Year: 2023-2024					
4. Description Preparation Date: 30/3/2024					
5. Available Attendance Forms: Mandatory attendance					
6. Number of Credit Hours (Total) / Number of Units (Total): 32 hours					
7. Course administrator's name (mention all, if more than one name)					
Name:					
Email:					
8. Course Objectives					
<b>Course Objectives</b>		<ul style="list-style-type: none"> <li>• <b>Learn about the most important things related to schools of comparative literature.</b></li> <li>• <b>Identify the most prominent trends in comparative literature.</b></li> <li>• <b>Identify important applications of comparative studies</b></li> </ul>			
9. Teaching and Learning Strategies					
<b>Strategy</b>		Building advanced ideas about mental skills in criticism and mental analysis.			
10. Course Structure					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2	A summary of the concept of comparative literature	term	giving a lecture	Discussion

2	2	Definition of comparative literature	Temporal point of view	=	=
3	2	Schools of comparative literature	French	=	=
4	2	=	American	=	=
5	2	=	Socialism	=	=
6	2	Factors for the emergence of comparative literature	Political and ideological factors	=	=
7	2	Some applications	practical application	=	=
8	2	The message of forgiveness and the divine comedy	practical application	=	=
9	2	Bin Yaqzan Croser district	=	=	=
10	2	Troubadour poetry	confiscation	=	=
11	2	The influence of European literature	The effect of One Thousand and One Nights	=	=
12	2	The influence of Arabic literature	His influence on the story	=	=
13	2	=	His influence on the novel	=	=
14	2	=	His influence on the play	=	=
15	2	=	Its effect on the article	=	=
16	2	Arab Comparative Literature	Modern theories	=	=

### 11. Course Evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

### 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Everything related to comparative literature
Main references (sources)	Comparative Literature by Muhammad Ghone Hilal
Recommended books and references (scientific journals, reports...)	Comparative Literature by Jamil Nassif Jassim
Electronic References, Websites	Foreign Culture Magazine.

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### **Academic Program Description Form**

**University Name: Baghdad University**

**Faculty/Institute: college of Literature**

**Scientific Department: the department of Arabic language**

**Academic or Professional Program Name: Morphology subject**

**Final Certificate Name: Bachelor's degree in Arabic Language and Literature**

**Academic System: Semester system (first semester)**

**Description Preparation Date: 30/3/2024**

**File Completion Date: 30/3/2024**

**Signature:**

**Head of Department Name:**

**Prof. Dr. Ikhlas Muhammad Idan**

**Date:**

**Signature:**

**Scientific Associate Name:**

**Mr. Dr. Munther Ali**

**Date:**

**The file is checked by:**

**Department of Quality Assurance and University Performance**

**Director of the Quality Assurance and University Performance Department:**

**Date: 30/3/2024**

**Signature:**

**Approval of the Dean**

### **1. Program Vision**

The department believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### **2. Program Mission**

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### **3. Program Objectives**

- 1- Developing a spirit of pride in the Arabic language.
- 2- Developing students' linguistic skills.
- 3- Raising the level of professional and research teachers.
- 4- Consciously linking the ancient and the modern, by understanding the linguistic and literary heritage left to us by the ancients, then looking at the contributions made by the moderns in the fields of language and literature in order to benefit from them in re-reading. Our heritage with a new vision.

### **4. Program Accreditation**

University of Baghdad/Instructions of the Ministry of Higher Education

### **5. Other external influences**

Methodological books / learning about nominal morphological weights, since the

stage is specific to it, methods of pluralizing and pluralizing nouns, and how they appear in literary contexts through examples / websites related to curricula / channels on Telegram.

## 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
<b>Institution Requirements</b>			<b>100%</b>	<b>nothing</b>
<b>College Requirements</b>		/	/	/
<b>Department Requirements</b>		/	/	/
<b>Summer Training</b>	/	/	/	/
<b>Other</b>		/	/	/

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

## 7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
<b>2023-2024 Bachelor's</b>		<b>Morphology</b>	<b>theoretical</b>	<b>practical</b>
			<b>32 per semester</b>	/

## 8. Expected learning outcomes of the program

<b>Knowledge</b>	
Learning Outcomes 1	<ol style="list-style-type: none"> <li>1- Teaching students how to weigh nouns.</li> <li>2- Teaching them, through morphological weight, the correct way to pronounce words, through common examples, and by analogy.</li> <li>3- Teaching them about the morphological error, its cause, and its semantic effect.</li> <li>4- Enabling students, through their weighting of formulas, to know the root of words, the additions to them, and their moral effect, as well as their structural meaning.</li> <li>5- Teaching them that morphology is a scientific subject that depends on accuracy</li> </ol>
<b>Skills</b>	
Learning Outcomes 2	Introducing Qur'anic and literary texts, whether in poetry or prose, to enable students to do two things: one is the effect of choosing the structure in the context, and the second is the student's ability to distinguish between the structures, especially those contained within his curriculum, in a sequential context.
Learning Outcomes 3	Providing examples according to the requirements of their origin in the colloquial or colloquial dialect, which is considered a morphological phonetic deviation for the metered fluent one.
<b>Ethics</b>	
Learning Outcomes 4	Giving the student the opportunity to explain the morphology of words, give examples, especially those that are common among them, and express his opinion, even if it is not correct, with the intention of developing the mind and not molding it.

Learning Outcomes 5

Taking serious notes, whether in dividing the material or in its content, with the aim of developing the material in later academic years.

### 9. Teaching and Learning Strategies

- 1- Giving the lecture.
- 2- Blackboard.
- 3- Research paper.
- 4- Discussing opinions
- 5- Electronic class

### 10. Evaluation methods

- 1- Ask questions for discussion.
- 2- Choose a phenomenon and trend to discuss
- 3- Evaluating students who are always diligent
- 4- Writing research in various Arabic language sciences
- 5- Semester and final exams

### 11. Faculty

#### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
Professor Dr.	Arabic	Arabic language and its literature		Staff	

#### Professional Development

##### Mentoring new faculty members

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

##### Professional development of faculty members

- 1- Developing transferable general and qualifying skills (other skills related to employability and personal development).
- 2- Follow up on all published studies and research related to the academic course
- 3- Develop a new curriculum that suits the subject of the course.
- 4- Planning for teaching and preparation.
- 5- Evaluation and observation skills.



## 12. Acceptance Criterion

- Graduation year average
- Determine the grade for the Arabic language, provided that it is not less than seventy percent to accept the student into the Arabic Language Department

## 13. The most important sources of information about the program

- 1- Approval of the course, as well as other morphology books, because they rely on the same information, even if the methods of presentation differ.
- 2- Applying the Holy Qur'an and ancient and modern prose and poetry books, as appropriate to the material at hand, for two purposes: one is to empower the student with the material, and the second is to give him a culture of knowledge.
- 3- Books of morphology such as Sharh al-Shafiya by Ibn al-Hajib, Sharh Ibn Aqeel and others.
- 4- Electronic library

## 14. Program Development Plan

- Creating a curriculum for organized courses to develop staff to improve the program or curriculum scheduled annually
- Developing the subject's vocabulary and expanding some of it.
- Development by mixing modern and audio studies, presenting usage examples, and exchanging ideas between the professor and the students.

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024 Bachelor's degree in Arabic language		Morphology	Basic	√	√	√	√	√	√	√	√	√	√	√	√

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

## Course Description Form

1. Course Name:					
2. Course Code: Morphology					
3. Semester / Year: first semester 2023-2024					
4. Description Preparation Date: 30/3/2024					
5. Available Attendance Forms: Mandatory attendance					
6. Number of Credit Hours (Total) / Number of Units (Total): 32 hours per semester					
7. Course administrator's name (mention all, if more than one name)					
Name:					
Email:					
8. Course Objectives					
<b>Course Objectives</b>		<ul style="list-style-type: none"> <li>Teaching students about nominal morphological weights, since this stage is specific to them</li> <li>Methods of bending and pluralizing nouns, and how they appear in literary contexts through examples.</li> <li>The rules of nouns and substitution contained in names, an explanation of the phonetic reasons that lead to these rules, and a reference to their nomenclature according to the ancients and moderns.</li> </ul>			
9. Teaching and Learning Strategies					
Strategy	1-Graduating researchers in the Arabic language and literature. 2-Graduating teachers of the Arabic language 3-Graduating linguistic correctors who can be employed in all state departments				
10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Cognitive goals	- Morphology or	Giving a	Tests and

			morphology - Morphology - Exchange balance	lecture with explanations on the board	interrogations
2	2	=	Source structures (first section)	=	=
3	2	=	Source structures (Part Two)	=	=
4	2	Skill goals	General exercises on the topic of resource structures	=	=
5	2	Cognitive goals	- The source of time - Authority source	=	=
6	2	Measurement and evaluation	the first exam Sa'i exam for the first semester	Preparing the exam form	Written exam
7	2	Cognitive goals	The meme source	Giving a lecture with explanations on the board	Tests and interrogations
8	2	=	Name of subject	=	=
9	2	=	The suspicious characteristic/first section	=	=
10	2	=	The suspicious characteristic/Second section	=	=
11	2	=	Exaggeration formulas	=	=
12	2	=	participle	=	=
13	2	=	Name the time and place	=	=
14	2	=	- Preference name -the Machin's name	=	=
15	2	Measurement and evaluation	Second exam Sa'i exam for the first semester	Preparing the exam form	Written exam
16	2	=	End of first semester exams	=	=

### 11. Course Evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

### 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	approval of the course, as well as other
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	morphology books, Al-Muhadhdhab fi the Science of Morphology, The Umdah of Morphology, and Shadha Al-Urf in the Art of Morphology, because they rely on the same information, even if the methods of presentation differ.
Main references (sources)	Language books, grammar and morphology books, dictionaries, interpretations, and the electronic library.
Recommended books and references (scientific journals, reports...)	1- All Arabic Library sources 2- Electronic library resources for the Arabic Language Department
Electronic References, Websites	All websites specialized in the Arabic language and morphology, the electronic library of the Arabic Language Department, and the comprehensive online library.

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**2024**

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**University Name: Baghdad University**

**Faculty/Institute: college of Literature**

**Scientific Department: the department of Arabic language**

**Academic or Professional Program Name: Morphology subject**

**Final Certificate Name: Bachelor's degree in Arabic Language and Literature**

**Academic System: emester system (second semester)**

**Description Preparation Date: 30/3/2024**

**File Completion Date: 30/3/2024**

**Signature:**

**Head of Department Name:**

**Prof. Dr. Ikhlas Muhammad Idan**

**Date:**

**Signature:**

**Scientific Associate Name:**

**Mr. Dr. Munther Ali**

**Date:**

**The file is checked by:**

**Department of Quality Assurance and University Performance**

**Director of the Quality Assurance and University Performance Department:**

**Date: 30/3/2024**



**Signature:**

**Approval of the Dean**

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- 2- Developing students' linguistic skills.
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### **4. Program Accreditation**

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stage is specific to it, methods of pluralizing and pluralizing nouns, and how they appear in literary contexts through examples / websites related to curricula / channels on Telegram.

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Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
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<b>Summer Training</b>	/	/	/	/
<b>Other</b>		/	/	/

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

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Year/Level	Course Code	Course Name	Credit Hours	
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Learning Outcomes 1	<ol style="list-style-type: none"> <li>1- Teaching students how to weigh nouns.</li> <li>2- Teaching them, through morphological weight, the correct way to pronounce words, through common examples, and by analogy.</li> <li>3- Teaching them about the morphological error, its cause, and its semantic effect.</li> <li>4- Enabling students, through their weighting of formulas, to know the root of words, the additions to them, and their moral effect, as well as their structural meaning.</li> <li>5- Teaching them that morphology is a scientific subject that depends on accuracy</li> </ol>
<b>Skills</b>	
Learning Outcomes 2	Introducing Qur'anic and literary texts, whether in poetry or prose, to enable students to do two things: one is the effect of choosing the structure in the context, and the second is the student's ability to distinguish between the structures, especially those

	contained within his curriculum, in a sequential context.
Learning Outcomes 3	Providing examples according to the requirements of their origin in the colloquial or colloquial dialect, which is considered a morphological phonetic deviation for the metered fluent one.
<b>Ethics</b>	
Learning Outcomes 4	Giving the student the opportunity to explain the morphology of words, give examples, especially those that are common among them, and express his opinion, even if it is not correct, with the intention of developing the mind and not molding it.
Learning Outcomes 5	Taking serious notes, whether in dividing the material or in its content, with the aim of developing the material in later academic years.

## 9. Teaching and Learning Strategies

- 1- Giving the lecture.
- 2- Blackboard.
- 3- Research paper.
- 4- Discussing opinions
- 5- Electronic class

## 10. Evaluation methods

- 1- Ask questions for discussion.
- 2- Choose a phenomenon and trend to discuss
- 3- Evaluating students who are always diligent
- 4- Writing research in various Arabic language sciences
- 5- Semester and final exams

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
<b>Professor Dr.</b>	Arabic	Arabic		<b>Staff</b>	

		language and its literature				
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### **Professional Development**

#### **Mentoring new faculty members**

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

#### **Professional development of faculty members**

- 1- Developing transferable general and qualifying skills (other skills related to employability and personal development).
- 2- Follow up on all published studies and research related to the academic course
- 3- Develop a new curriculum that suits the subject of the course.
- 4- Planning for teaching and preparation.
- 5- Evaluation and observation skills.

### **12. Acceptance Criterion**

- Graduation year average
- Determine the grade for the Arabic language, provided that it is not less than seventy percent to accept the student into the Arabic Language Department

### **13. The most important sources of information about the program**

- 1- Approval of the course, as well as other morphology books, because they rely on the same information, even if the methods of presentation differ.
- 2- Applying the Holy Qur'an and ancient and modern prose and poetry books, as appropriate to the material at hand, for two purposes: one is to empower the student with the material, and the second is to give him a culture of knowledge.
- 3- Books of morphology such as Sharh al-Shafiya by Ibn al-Hajib, Sharh Ibn Aqeel and others.
- 4- Electronic library

#### 14. Program Development Plan

- Creating a curriculum for organized courses to develop staff to improve the program or curriculum scheduled annually
- Developing the subject's vocabulary and expanding some of it.
- Development by mixing modern and audio studies, presenting usage examples, and exchanging ideas between the professor and the students.

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024 Bachelor's degree in Arabic language		Morphology	Basic	√	√	√	√	√	√	√	√	√	√	√	

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

## Course Description Form

1. Course Name:	
2. Course Code: Morphology	
3. Semester / Year: first semester 2023-2024	
4. Description Preparation Date: 30/3/2024	
5. Available Attendance Forms: Mandatory attendance	
6. Number of Credit Hours (Total) / Number of Units (Total): 32 hours per semester	
7. Course administrator's name (mention all, if more than one name)	
Name:	
Email:	
8. Course Objectives	
<b>Course Objectives</b>	<ul style="list-style-type: none"> <li>Teaching students about nominal morphological weights, since this stage is specific to them</li> <li>Methods of bending and pluralizing nouns, and how they appear in literary contexts through examples.</li> <li>The rules of nouns and substitution contained in names, an explanation of the phonetic reasons that lead to these rules, and a reference to their nomenclature according to the ancients and moderns.</li> </ul>
9. Teaching and Learning Strategies	
<b>Strategy</b>	1-Graduating researchers in the Arabic language and literature. 2-Graduating teachers of the Arabic language 3-Graduating linguistic correctors who can be employed in all state departments
10. Course Structure	

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Cognitive goals	- Morphology or morphology - Morphology - Exchange balance	Giving a lecture with explanations on the board	Tests and interrogations
2	2	=	Source structures (first section)	=	=
3	2	=	Source structures (Part Two)	=	=
4	2	=	General exercises on the topic of resource structures	=	=
5	2	=	- The source of time - Authority source	=	=
6	2	=	the first exam Sa'i exam for the first semester	Preparing the exam form	=
7	2	=	The meme source	Giving a lecture with explanations on the board	=
8	2	=	Name of subject	=	=
9	2	Measurement and evaluation	The suspicious characteristic/first section	=	Written exam
10	2	Cognitive goals	The suspicious characteristic/Second section	=	Tests and interrogations
11	2	=	Exaggeration formulas	=	=
12	2	=	participle	=	=
13	2	=	Name the time and place	=	=
14	2	=	- Preference name -the Machin's name	=	=
15	2	Measurement and evaluation	Second exam Sa'i exam for the first semester	Preparing the exam form	Written exam
16	2	=	End of first semester exams	=	=

### 11.Course Evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

### 12.Learning and Teaching Resources



Required textbooks (curricular books, if any)	approval of the course, as well as other morphology books, Al-Muhadhdhab fi the Science of Morphology, The Umdah of Morphology, and Shadha Al-Urf in the Art of Morphology, because they rely on the same information, even if the methods of presentation differ.
Main references (sources)	Language books, grammar and morphology books, dictionaries, interpretations, and the electronic library.
Recommended books and references (scientific journals, reports...)	1- All Arabic Library sources 2- Electronic library resources for the Arabic Language Department
Electronic References, Websites	All websites specialized in the Arabic language and morphology, the electronic library of the Arabic Language Department, and the comprehensive online library.

**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: Baghdad University**

**Faculty/Institute: college of Literature**

**Scientific Department: the department of Arabic language**

**Academic or Professional Program Name: Old book**

**Final Certificate Name: Bachelor's degree in Arabic Language and Literature**

**Academic System: Semester (second semester)**

**Description Preparation Date: 30/3/2024**

**File Completion Date: 30/3/2024**

**Signature:**

**Head of Department Name:**

**Prof. Dr. Ikhlas Muhammad Idan**

**Date:**

**Signature:**

**Scientific Associate Name:**

**Mr. Dr. Munther Ali**

**Date:**

**The file is checked by:**

**Department of Quality Assurance and University Performance**

**Director of the Quality Assurance and University Performance Department:**

**Date: 30/3/2024**

**Signature:**

**Approval of the Dean**

### **1. Program Vision**

The department believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### **2. Program Mission**

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### **3. Program Objectives**

- 1- Developing a spirit of pride in the Arabic language.
- 2- Developing students' linguistic skills.
- 3- Raising the level of professional and research teachers.
- 4- Consciously linking the ancient and the modern, by understanding the linguistic and literary heritage left to us by the ancients, then looking at the contributions made by the moderns in the fields of language and literature in order to benefit from them in re-reading. Our heritage with a new vision.

### **4. Program Accreditation**

University of Baghdad/Instructions of the Ministry of Higher Education

### **5. Other external influences**

Methodological books / access to the methods of old books that dealt with Arabic

language topics / websites related to curricula / channels on Telegram / linking the old book to other Arabic language subjects, such as grammar, morphology, semantics, rhetoric, etc.

## 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
<b>Institution Requirements</b>			<b>100%</b>	<b>nothing</b>
<b>College Requirements</b>		/	/	/
<b>Department Requirements</b>		/	/	/
<b>Summer Training</b>	/	/	/	/
<b>Other</b>		/	/	/

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

## 7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
<b>2023-2024</b> <b>Bachelor's</b>	<b>ALOb216</b>	<b>Old book</b>	<b>theoretical</b>	<b>practical</b>
			<b>32 per semester</b>	/

## 8. Expected learning outcomes of the program

<b>Knowledge</b>	
Learning Outcomes 1	1- Identifying the methods of ancient books in presenting, explaining and clarifying scientific material. 2- Using the book to train students to read, understand and interpret ancient texts. 3- Linking the old book with other Arabic language materials, such as grammar, morphology, semantics, rhetoric...etc.
<b>Skills</b>	
Learning Outcomes 2	Check out old books on the subject.
Learning Outcomes 3	Training students on proper reading and the art of public speaking
<b>Ethics</b>	
Learning Outcomes 4	Linking the material to social reality
Learning Outcomes 5	Emphasizing the values of Arab society in general and Iraqi society in particular

## 9. Teaching and Learning Strategies

- 1- Giving the lecture.
- 2- Blackboard.
- 3- Research paper.
- 4- Discussing opinions
- 5- Electronic class

## 10. Evaluation methods

- 1- Ask questions for discussion.
- 2- Choose a phenomenon and trend to discuss
- 3- Evaluating students who are always diligent
- 4- Writing research in various Arabic language sciences
- 5- Semester and final exams

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
<b>Professor Dr.</b>	Arabic	Arabic language and its literature		<b>Staff</b>	

## Professional Development

### Mentoring new faculty members

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

### Professional development of faculty members

- 1- Developing transferable general and qualifying skills (other skills related to employability and personal development).
- 2- Follow up on all published studies and research related to the academic course
- 3- Develop a new curriculum that suits the subject of the course.
- 4- Planning for teaching and preparation.
- 5- Evaluation and observation skills.

## 12. Acceptance Criterion

- Graduation year average

- Determine the grade for the Arabic language, provided that it is not less than seventy percent to accept the student into the Arabic Language Department

### **13. The most important sources of information about the program**

- 1- Old books and sources, especially the book (Al-Bayan wal-Tabyin) by Al-Jahiz.
- 2- Al-Jahiz's other books, such as Misers and Animals...etc

### **14. Program Development Plan**

- Creating a curriculum for organized courses to develop staff to improve the program or curriculum scheduled annually
- Developing the subject's vocabulary and expanding some of it



### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024 Bachelor's degree in Arabic language	ALOb216	Old book	Basic	√	√	√	√	√	√	√	√	√	√	√	√

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

## Course Description Form

1. Course Name:					
2. Course Code: Comparative literature ALCL 433					
3. Semester / Year: second: 2023-2024					
4. Description Preparation Date: 30/3/2024					
5. Available Attendance Forms: Mandatory attendance					
6. Number of Credit Hours (Total) / Number of Units (Total): 32 hours per semester					
7. Course administrator's name (mention all, if more than one name)					
Name:					
Email:					
8. Course Objectives					
<b>Course Objectives</b>		<ul style="list-style-type: none"> <li>Getting acquainted with the methods of ancient books in dealing with Arabic language topics.</li> <li>Linking the material of the ancient book to real life, and to other Arabic language sciences, such as grammar, morphology, semantics, rhetoric...etc.</li> <li>Using the material to serve society</li> </ul>			
9. Teaching and Learning Strategies					
Strategy	1-Graduating researchers in the Arabic language and literature. 2-Graduating teachers of the Arabic language 3-Graduating linguistic correctors who can be employed in all state departments				
10. Course Structure					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2	Introducing the curriculum, how to	Explaining the curriculum and how to	giving a	Discussion

		choose it, and the most important external sources that the student will need	test in it. Fill in the names of some of the books that the student will need	lecture	
2	2	Introduction to Al-Jahiz (his life, academic standing, writings, etc.)	Al-Jahiz's life, his academic standing, and his writings	=	=
3	2	Introducing the book Al-Bayan wal-Tabyin, its importance, its approach, and Al-Jahiz's distinctive style in writing it...etc	The approach of the book Al-Bayan wal-Tabin, Al-Jahiz's style in writing it	=	=
4	2	Introduction to the book - Al-Ai and Al-Haar	What is the eye? What is the limitation?	=	=
5	2	Awareness and confinement	Reading poetic verses that talked about awareness and limitation, and explaining the verses and their parsing.	=	=
6	2	Awareness and confinement	Saying of Bazrujmihir ibn al-Bakhtakan the Persian, and getting to know him.	=	=
7	2	The supplication of Moses (peace be upon him)	The verses in which the Prophet of God Moses (peace be upon him) prayed to his Lord to undo the knot that was on his tongue.	=	=
8	2	The supplication of Moses (peace be upon him)	Complete the rest of the verses with their explanation and parsing.	=	=
9	2	Moses (peace be upon him) called	What is the evidence of God Almighty responding to the supplication of His Prophet Moses (peace be upon him)?	=	=
10	2	What was revealed in the statement from the Qur'an	Reading the Qur'anic verses mentioned in the topic, explaining and parsing them	=	=
11	2	We are still in the statement from the Qur'an	Dhuhman's statement about Khuza'a and the poetic verses contained therein	=	=
12	2	Hospitality literature among the Arabs	The rights of the companion, and the poems contained therein	=	=
13	2	Hospitality literature among the Arabs	Explanation of the poems, their parsing, and the morphological,	=	=

			semantic, rhetorical issues, etc		
14	2	The tongue is a tool of statement	Reading texts, explaining and parsing them, explaining the morphological and semantic issues in them, etc	=	=
15	2	Speech pathology	The most important speech diseases, their explanation and introduction.	=	=
16	Exam for the end of the second semester				

### 11.Course Evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	Statement and clarification by Al-Jahiz
Main references (sources)	Language books, grammar and morphology books, dictionaries, interpretations, and the electronic library.
Recommended books and references (scientific journals, reports...)	1- All Arabic Library sources 2- Electronic library resources for the Arabic Language Department
Electronic References, Websites	All websites specialized in the Arabic language and modern literature, the electronic library of Arabic Language Department, and comprehensive online library.

**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.

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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.

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**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: Baghdad University**

**Faculty/Institute: college of Literature**

**Scientific Department: the department of Arabic language**

**Academic or Professional Program Name: Artistic phenomena in the Arabic novel**

**Final Certificate Name: Doctorate**

**Academic System : Semester (Graduate Studies) Doctorate (First Semester)**

**Description Preparation Date: 30/3/2024**

**File Completion Date: 30/3/2024**

**Signature:**

**Head of Department Name:**

**Prof. Dr. Ikhlas Muhammad Idan**

**Date:**

**Signature:**

**Scientific Associate Name:**

**Mr. Dr. Munther Ali**

**Date:**

**The file is checked by:**

**Department of Quality Assurance and University Performance**

**Director of the Quality Assurance and University Performance Department:**

**Date: 30/3/2024**

**Signature:**

**Approval of the Dean**

### **1. Program Vision**

The department believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### **2. Program Mission**

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### **3. Program Objectives**

- 1- Developing a spirit of pride in the Arabic language.
- 2- Developing students' linguistic skills.
- 3- Raising the level of professional and research teachers.
- 4- Consciously linking the ancient and the modern, by understanding the linguistic and literary heritage left to us by the ancients, then looking at the contributions made by the moderns in the fields of language and literature in order to benefit from them in re-reading. Our heritage with a new vision.

### **4. Program Accreditation**

University of Baghdad/Instructions of the Ministry of Higher Education

### **5. Other external influences**

Developing critical abilities and capabilities related to sorting out phenomena,



revealing them, understanding them, and knowing their concepts, causes, and results through intensifying critical readings and visiting book fairs on a permanent basis, as well as intensifying the applied aspect of analysis and deduction. And holding seminars and conferences related to the subject.

<b>6. Program Structure</b>				
<b>Program Structure</b>	<b>Number of Courses</b>	<b>Credit hours</b>	<b>Percentage</b>	<b>Reviews*</b>
<b>Institution Requirements</b>			<b>100%</b>	<b>nothing</b>
<b>College Requirements</b>		/	/	/
<b>Department Requirements</b>		/	/	/
<b>Summer Training</b>	/	/	/	/
<b>Other</b>		/	/	/

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

<b>7. Program Description</b>				
<b>Year/Level</b>	<b>Course Code</b>	<b>Course Name</b>	<b>Credit Hours</b>	
<b>2023-2024</b>		<b>Artistic phenomena in the Arabic novel</b>	<b>theoretical</b>	<b>practical</b>
<b>Doctor of Literature</b>			<b>16</b>	<b>/</b>

<b>8. Expected learning outcomes of the program</b>	
<b>Knowledge</b>	
Learning Outcomes 1	Identify aspects of experimentation in the modern form of the novel
<b>Skills</b>	
Learning Outcomes 2	Enabling students to lead discussions and form true impressions about phenomena.
Learning Outcomes 3	Enabling students to prepare their dissertations according to specialization
<b>Ethics</b>	
Learning Outcomes 4	Asking questions to answer daily, and having joint discussions.
Learning Outcomes 5	Participation marks for questions related to subject topics

### 9. Teaching and Learning Strategies

- 1- Trying to develop appropriate curricula for students' understanding.
- 2- The appropriateness between the curriculum and the work environment (college and department) in which the student is.
- 3- Urging students to participate in scientific forums (conferences and seminars).
- 4- Inviting some experienced professors and academics to share their experiences

### 10. Evaluation methods

- 1- Daily exams with theoretical questions.
- 2- Participation marks for discussion questions for academic topics.
- 3- Setting grades for daily preparation

### 11. Faculty

#### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
<b>Professor Dr.</b>	Arabic	Arabic language and its literature			<b>Staff</b>	

#### Professional Development

##### Mentoring new faculty members

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

##### Professional development of faculty members

Developing transferable general and qualifying skills (other skills related to employability and personal development).

- 1- Classroom management skills
- 2- Planning for teaching and preparation
- 3- Evaluation and observation skills.

## **12. Acceptance Criterion**

**Central admission / according to the requirements of the Ministry of Higher Education and Scientific Research**

## **13. The most important sources of information about the program**

- Various sources specializing in studies that deal with the emergence of the phenomena that sweep through novelistic discourse, as well as sources that specialize in narrative studies in general, including magical realism in the novel, authority in the Iraqi novel, patriarchal authority in the Iraqi novel, and the Arabic novel, constants and variables.
- Libraries.
- Internet sites.

## **14. Program Development Plan**

Developing students' abilities to detect variables that occur in the narrative form, establish relationships between influences and results, and trace the stages of development of most phenomena.

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024 Doctor of Literature		Artistic phenomena in the Arabic novel	Basic	√	√	√	√	√	√	√	√	√	√	√	√

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

## Course Description Form

1. Course Name:					
2. Course Code: Artistic phenomena in the Arabic novel					
3. Semester / Year: 2023-2024					
4. Description Preparation Date: 30/3/2024					
5. Available Attendance Forms: Mandatory attendance					
6. Number of Credit Hours (Total) / Number of Units (Total): 32 hours					
7. Course administrator's name (mention all, if more than one name)					
Name:					
Email:					
8. Course Objectives					
<b>Course Objectives</b>		<ul style="list-style-type: none"> <li>• <b>Identifying the phenomena present in novelistic discourse and learning about their stages of development, forms, and themes</b></li> <li>• <b>Enabling students to understand the phenomena and structures that the novelist adopts in creating his subject.</b></li> <li>• <b>Enabling the student to prepare a material dealing with phenomena, their causes and consequences.</b></li> <li>• <b>Identifying the most prominent artistic phenomena found in the Arabic novel.</b></li> </ul>			
9. Teaching and Learning Strategies					
Strategy		Identifying the phenomena present in novelistic discourse and learning about their stages of development, forms, and themes			
10. Course Structure					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2	Getting to know the curriculum vocabulary	Distribution of research paper topics	giving a	Discussion

				lecture	
2	2	The development of the novel form	In the world	=	=
3	2	Violence in the novel	Its types and forms	=	=
4	2	Authorities in the novel	Its types	=	=
5	2	Patriarchal authority	Its effects and concept	=	=
6	2	Terrorism in the novel	Its forms and effects	=	=
7	2	The other in the novel	Its concept and relationships	=	=
8	2	Religion, identity and exile	Concept and employment	=	=
9	2	Imagination reference	Employ it	=	=
10	2	Historical fiction	How to recall history	=	=
11	2	Breaking taboos	Sex, religion and politics	=	=
12	2	The miraculous, the strange, and the fantastic	Its employment and role	=	=
13	2	Discussions of research papers and research papers, the first, second and third	Joint discussions	=	=
14	2	Discussing the fourth, fifth and sixth papers	Joint discussions	=	=
15	2	Discussing the seventh, eighth and ninth papers	Joint discussions	=	=
16	2	Discussion of the tenth, eleventh and twelfth research	Joint discussions	=	=

### 11.Course Evaluation

- 1- Daily exams with theoretical questions.
- 2- Participation grades for discussion questions for academic topics.
- 3- Setting grades for daily preparation

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	All books specialized in novel criticism narration
Main references (sources)	Everything related to the phenomena present in narrative structure
Recommended books and references (scientific journals, reports...)	Recent references
Electronic References, Websites	E-books

**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: Baghdad University**

**Faculty/Institute: college of Literature**

**Scientific Department: the department of Arabic language**

**Academic or Professional Program Name: Narrative Lab**

**Final Certificate Name: Master's degree in Arabic Language and Literature**

**Academic System : Semester (Postgraduate Studies) Master's (First Semester)**

**Description Preparation Date: 30/3/2024**

**File Completion Date: 30/3/2024**

**Signature:**

**Head of Department Name:**

**Prof. Dr. Ikhlas Muhammad Idan**

**Date:**

**Signature:**

**Scientific Associate Name:**

**Mr. Dr. Munther Ali**

**Date:**

**The file is checked by:**

**Department of Quality Assurance and University Performance**

**Director of the Quality Assurance and University Performance Department:**

**Date: 30/3/2024**

**Signature:**

**Approval of the Dean**

### **1. Program Vision**

The department believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### **2. Program Mission**

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### **3. Program Objectives**

- 1- Developing a spirit of pride in the Arabic language.
- 2- Developing students' linguistic skills.
- 3- Raising the level of professional and research teachers.
- 4- Consciously linking the ancient and the modern, by understanding the linguistic and literary heritage left to us by the ancients, then looking at the contributions made by the moderns in the fields of language and literature in order to benefit from them in re-reading. Our heritage with a new vision.

### **4. Program Accreditation**

University of Baghdad/Instructions of the Ministry of Higher Education

### **5. Other external influences**

Developing students' abilities in research and investigation through field visits to

libraries and holding seminars and lectures related to or related to the subject.

## 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
<b>Institution Requirements</b>			<b>100%</b>	<b>nothing</b>
<b>College Requirements</b>		/	/	/
<b>Department Requirements</b>		/	/	/
<b>Summer Training</b>	/	/	/	/
<b>Other</b>		/	/	/

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

## 7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
<b>2023-2024</b>	<b>ALLn825</b>	<b>Narrative Lab</b>	<b>theoretical</b>	<b>practical</b>
<b>Master's</b>				
			<b>32</b>	<b>/</b>

## 8. Expected learning outcomes of the program

<b>Knowledge</b>	
Learning Outcomes 1	Identifying the most prominent Iraqi, Arab and international novelist models
<b>Skills</b>	
Learning Outcomes 2	Enabling the student to make the connection between the two novelists.
Learning Outcomes 3	Enabling the student to get to know the most important Iraqi and Arab novelists
<b>Ethics</b>	
Learning Outcomes 4	Scientific honesty
Learning Outcomes 5	Accuracy and clarity in scientific and mental thinking

## 9. Teaching and Learning Strategies

- 1- Trying to develop appropriate curricula for students' understanding.
- 2- The appropriateness between the curriculum and the work environment (college and department) in which the student is.
- 3- Urging students to participate in scientific forums (conferences and seminars).
- 4- Inviting some experienced professors and academics to share their experiences

## 10. Evaluation methods

- 1- Daily exams with theoretical questions.
- 2- Participation marks for discussion questions for academic topics.
- 3- Setting grades for daily preparation

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
<b>Professor Dr.</b>	Arabic	Arabic language and its literature			<b>Staff</b>	

## Professional Development

### Mentoring new faculty members

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

### Professional development of faculty members

Developing transferable general and qualifying skills (other skills related to employability and personal development).

- 1- Classroom management skills
- 2- Planning for teaching and preparation
- 3- Evaluation and observation skills.

## 12. Acceptance Criterion

**Central admission / according to the requirements of the Ministry of Higher Education and Scientific Research**

**13. The most important sources of information about the program**

Various sources specializing in narrative studies, including: the construction of the Arabic novel: Siza Qasim, the stylistics of the novel: Hamid Lahmdani, the construction of the Arabic novel in Iraq: Dr. Shujaa Muslim Al-Ani, and others.

Libraries.

Internet sites

**14. Program Development Plan**

Creating a curriculum for organized courses to develop special staff to improve the program or curriculum scheduled annually

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024 Master of Arts	ALLn825	Narrative Lab	Basic	√	√	√	√	√	√	√	√	√	√	√	√

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

## Course Description Form

1. Course Name:					
2. Course Code: Narrative Lab ALLn825					
3. Semester / Year: 2023-2024					
4. Description Preparation Date: 30/3/2024					
5. Available Attendance Forms: Mandatory attendance					
6. Number of Credit Hours (Total) / Number of Units (Total): 32 hours					
7. Course administrator's name (mention all, if more than one name)					
Name:					
Email:					
8. Course Objectives					
<b>Course Objectives</b>		<ul style="list-style-type: none"> <li>• <b>Identifying the literary genre (the novel) and learning about the stages of its emergence and development, its forms and themes.</b></li> <li>• <b>Identifying the most prominent Iraqi, Arab and international novelist models.</b></li> <li>• <b>Enabling the student to make the connection between the two novelists.</b></li> <li>• <b>Enabling the student to get to know the most important Iraqi and Arab novelists.</b></li> </ul>			
9. Teaching and Learning Strategies					
<b>Strategy</b>		Building advanced ideas about mental skills in criticism and mental analysis.			
10. Course Structure					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>

1	2	Getting to know the curriculum vocabulary	Distribution of research paper topics	giving a lecture	Discussion
2	2	The emergence of the novel globally	Europe, America	=	=
3	2	The emergence of the novel in Arabic	Egypt, Iraq	=	=
4	2	The emergence of the novel in Iraq	Its development	=	=
5	2	Identify the elements of the novel	The development of these elements	=	=
6	2	the event	Its development	=	=
7	2	the plot	Its configurations	=	=
8	2	Time	Types of time	=	=
9	2	Place	Types of place	=	=
10	2	Personal	Personality types	=	=
11	2	Dialogue	Types of dialogue	=	=
12	2	Language and description	Description technique	=	=
13	2	Discussing research papers	discussions	=	=
14	2	===	=	=	=
15	2	===	=	=	=
16	2	===	=	=	=

### 11.Course Evaluation

- 1- Daily exams with theoretical questions.
- 2- Participation grades for discussion questions for academic topics.
- 3- Setting grades for daily preparation

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	All books specialized in novel criticism
Main references (sources)	Everything related to studying the novel
Recommended books and references (scientific journals, reports...)	Recent references
Electronic References, Websites	E-books



**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:**

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**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: Baghdad**

**Faculty/Institute: College of Arts**

**Scientific Department: Arabic language**

**Academic or Professional Program Name: Grammar /Fourth grade**

**Final Certificate Name: master**

**Academic System: Semester**

**Description Preparation Date: 31/3/2024**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**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 believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### 3. Program Objectives

Identifying the characteristics of ancient Arabic linguistic knowledge and clarifying and interpreting the most prominent ancient linguistic, literary and rhetorical issues.

### 4. Program Accreditation

The Theoretical Study

### 5. Other external influences

The libraries And The internet

### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements		<b>30</b>		<b>Basic Course</b>
College Requirements	<b>Yes</b>			
Department Requirements	<b>Yes</b>			
Summer Training	<b>----</b>			
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
fourth		Principles of grammar	30	

## 8. Expected learning outcomes of the program

Knowledge	
	1- Familiarity with the basics of thinking methods in the prescribed curriculum 2- Being able to translate it into performing work, by identifying and applying the academic and educational dimensions in the process Teaching 3- Preparing the student to benefit from sources and references related to ancient linguistic thought 4- Identify the correct methods for writing scientific research and reports related to the subject 5- Preparing the student psychologically and intellectually to accept the academic material 6- Students comprehend as much of the prescribed curriculum as possible
Skills	
	1 - Empowering the student mentally through training, practice and education that are organized with knowledge and experience 2 - Acquire the greatest amount of knowledge about the history of the subject, its concepts and characters 3 - The ability to participate collectively, dialogue and debate
Ethics	
	Mastering the Arabic language and literature and interacting with the ancient Arab heritage, as well as consolidating the positive values of the Arab heritage in the minds of students.

## 9. Teaching and Learning Strategies

Learning strategies, such as strategies for activating memory, cognitive processing, and increasing speed and capacity during learning, And thinking strategies through the semantics of thinking, such as analysis and deduction, and planning and organizing strategies  
Self.

## 10. Evaluation methods

Oral exam (dialogue, discussion), assignment assigned to the student, scientific research and report

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
professor	Arabic language	modern criticism			staff	

### Professional Development

#### Mentoring new faculty members

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

#### Professional development of faculty members

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester examinations.

## 12. Acceptance Criterion

### Central admission

## 13. The most important sources of information about the program

- alaiqtirah fi eilm 'usul alnahw / alsuyutii
- fi 'usul alnahw / muhamad mahmud nahla

## 14. Program Development Plan

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Third	ALOL310	Old Book	Basic	+	+	+	+	+	+	+	+	+	+	+	+

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



## Course Description Form

<b>1. Course Name:</b>					
Grammar					
<b>2. Course Code:</b>					
<b>3. Semester / Year:</b>					
Semester					
<b>4. Description Preparation Date:</b>					
31/3/2024					
<b>5. Available Attendance Forms:</b>					
Actual Class					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
30 Hours					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Aqeel Rahim Ali Email: aqeel_ra@coart.uobaghdad.edu.iq					
<b>8. Course Objectives</b>					
<b>Course Objectives</b>			<b>Knowing the characteristics of ancient linguistic knowledge. Clarify and explain the most prominent linguistic issues</b>		
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		Learning strategies as memory stimulating strategies, cognitive therapy, increased speed and capacity during Learning, thinking strategies through the connotations of thinking, such as analysis, conclusion, and strategies Self -planning and organization.			
<b>10. Course Structure</b>					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2	Grammar	Defining the principles of research	Lecture	The Exam.
2	2	Grammar	Grammatical rule and its names	Lecture	The Exam.
3	2	Grammar	Hearing/1-The Holy Quran	Lecture	The Exam.
4	2	Grammar	Hearing/2 The Noble Prophet's Hadi	Lecture	The Exam.
5	2	Grammar	Hearing/3-Arabic speech	Lecture	The Exam.
6	2	Grammar	Hearing/3-Arabic speech	Lecture	The Exam.
7	2	Grammar	Consensus	Lecture	The Exam.

8	2	Grammar	Measurement/Pillars of Measureme	Lecture	The Exam.
9	2	Grammar	Analogy/grammatical reason		
10	2	Grammar	Analogy/grammatical reason		
11	2	Grammar	Analogy/grammatical reason		
12	2	Grammar	Accompanying the situation		
13	2	Grammar	Various evidence		
14	2	Grammar	Conflict and weighting		
15	2	Grammar	Test in the article		

### 11.Course Evaluation

10% daily preparation, 20% reports, 20% daily exams, 50% quarterly exams

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	<b>-alaittirah fi eilm 'usul alnahw / alsuyutii</b>
Main references (sources)	<b>-fi 'usul alnahw / muhamad mahmud nahla</b>
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

**Ministry of Higher Education & Scientific Research**

**Scientific supervision and evaluation device**

**Department of Quality Assurance & Academic Accreditation**

**Accreditation Department**



# **Academic Program Description Guide**

**2024**

## **Introduction**

The educational program is considered a coordinated and organized package of academic courses that includes procedures and experiences organized in the form of academic vocabulary, the main purpose of which is to build and refine the skills of graduates, making them qualified to meet the requirements of the labor market, It is reviewed and evaluated

annually through internal or external audit procedures and programs such as the external examiner program.

The description of the academic program provides a brief summary of the main features of the program and its courses, indicating the skills that students are working to acquire based on the objectives of the academic program, the importance of this description is evident because it represents the cornerstone of obtaining program accreditation, and the teaching staff participates 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 circulated academic program according to the book of the Department of Studies, TM3/2906 on 3/5/2023 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:**

**Description of the academic program:** The description of the academic program 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 necessary summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he 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 .

**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.

That is, it describes all curricular and extracurricular activities to achieve the learning outcomes of the program.

**Academic Program Description Form**

**University name: University of.....Baghdad**

**College/Institute: College..... of Arts .**

**Scientific Department: Department.....Arabic Language**

**Name of the academic or professional program: Bachelor's degree...Arabic language.**

**Name of final degree: Bachelor's degree in.....Arabic language**

**Academic system: Semester**

**Description preparation date: 26/3/2024**

**Date of filling the file: 28/3/2024**

**Signature ;  
Name of department head  
Date :**

**Signature;  
Name of scientific assistant  
Date :**

**Check the file before  
Division of Quality Assurance and University Performance  
Name of the Director of the Quality Assurance and University  
Performance Division  
Date;  
Signature ;**

**Authentication of the Dean**

### 1.Program vision. .

It seeks to serve and preserve the Arabic language because the language is the identity of its speakers, so that tongues remain alive and are a vessel for thought throughout the ages

### 2.Program message .

Graduating generations who are proficient in the Arabic language and possess the research and professional skills to contribute to the development of society and meet the needs of the labor market.

### 3.Program objectives .

1. .Pride in the Arabic language.
- 2.Developing students' language skills. .
- 3.Raising the level of professional and research teaching .

### 4.Programmatic accreditation .

/

### 5.Other external influences .

/

### 6.Program structure .

Structure .	Number of courses	Study unit	Percentage	Comments *
Enterprise requirements				
College requirements				
Department requirements	Follow up on students in terms of teaching and tests	۳		
Summer training	/	/		
Other	/	/		

\*Notes may include whether the course is core or elective .

### 7.Program description



Year/level	Course or course code	Name of the course or course	Credit hours	
			Theoretical	Practical
2024				

### 8. Expected learning outcomes of the program

#### Knowledge

Learning outcomes 1	Statement of learning outcomes 1
---------------------	----------------------------------

#### Skills

Learning outcomes 2	Statement of learning outcomes 2
---------------------	----------------------------------

Statement of learning outcomes 3	Statement of learning outcomes 3
----------------------------------	----------------------------------

#### Values

Learning outcomes 4	Statement of learning outcomes 4
---------------------	----------------------------------

Learning outcomes 5	Statement of learning outcomes 5
---------------------	----------------------------------

### 9. Teaching and learning strategies

Daily, monthly and quarterly lectures, discussions and tests

### 10. Evaluation methods

Evaluation methods .\

1.Test of the first month of 20 .

2.The test of the second month of 15, with 5 marks given for attendance, the endeavor .will be (40) marks

3.Final exam of 60.

### 11.The teaching staff.

#### Faculty members

Scientific rank	Specialization		Special requirements/skills (if any)	Number of teaching staff	
	General	Private		Staff	Lecturer
Prof. Dr.Luma Faiq Jamil Al-Ani	General	Private		Staff	Lecturer
	Arabic language	linguistics		Staff	

### Professional development

#### Orienting new faculty members

The department head directs professors to commit to lectures and urges them

**to develop their scientific and research capabilities**

**Professional development for faculty members**

**The department head develops a plan for the faculty members that includes extracurricular activities for students in order to improve the educational process, as well as adherence to lecture timings and taking absences**

**12. Acceptance criterion**

**Commitment to central admission determined by the Ministry**

**13.The most important sources of information about the program**

**The courses determined by the corresponding departments, as well as the teaching diligence of the resources he deems appropriate that benefit the student**

**14.Program development plan**

**Working to activate students' linguistic skills by accessing Arabic language sources, as well as seminars, workshops, and discussion groups in order to develop the teaching staff**

**Program skills chart**

**Learning outcomes required from the program.**

Year/level	Course Code	Course Name	Essential or optional	Knowledge				Skills				Values			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Third	327ALLI	linguistics	Basic	/	/	/	/	/	/	/	/	/	/	/	/
				/											

**-Please check the boxes corresponding to the individual learning outcomes from the program subject to evaluation**

## Course description form

1-Course name: Linguistics / Contemporary Linguistic Schools .					
2-Course code ALLI327 .					
3-Semester/year 2023-2024, second semester .					
4-The date this description was prepared is 3/26/2024 .					
5-Available forms of attendance: Full attendance .					
6-Number of study hours (total)/number of units (total) 3 hours per week .					
(Name of the course administrator (if more than one name is mentioned .					
Email: <a href="mailto:Lumafaeq@coart.uobaghdad.edu.iq">Lumafaeq@coart.uobaghdad.edu.iq</a> Name: Prof. Dr. Luma Faiq Jamil Al-Ani					
8.Course objectives .					
Objectives of the study material;			<ul style="list-style-type: none"> <li>-Pride in the Arabic language</li> <li>-Developing students' linguistic skills</li> <li>-Raising the professional and research level of technicians</li> </ul>		
Teaching and learning strategies .					
Strategy		<ol style="list-style-type: none"> <li>1. Questions, discussion and expression of opinion.</li> <li>2. Student participation through seminars and workshops .</li> <li>3. Use smart applications .</li> </ol>			
Course structure .					
Week	Hours	Required learning outcomes	Name of the unit or topic	Learning method	Evaluation method
1	3	Schools of linguistics and their most prominent figures	Comparative Linguistics Schlegel, Grimm	Giving the lecture	Discussion
2	3	= = = =	Bob Mueller, Schleicher	=	=
3	3	School of New Grammarians	Herman Powell	=	=
4	3	Geneva School	Saussure and his students	=	=
5	3	Prague ring	Saussure, Courtenay	=	=
6	3	= =	Jacobsen, Troutkoy	=	=

7	3	Distributive school	Bloomfeller, Harris	=	=
8	=	Copenhagen School	Helmself	=	=
9	3	Al-Sambabna School	Pierce and Morris	=	=
10	3	Transformative generating school	Gomsky	=	=
11	3	= = =	=	=	=
12	3	Arabic linguistics	Its history and its most prominent personalities		
13	3	= = =	= = =		
14	Review and exam				
15	End of the first course exam				

#### 11. Course evaluation

1. Test of the first month of 20 .
2. The second month's test is out of 15, giving 5 marks for attendance .
3. Final exam of 60 .

#### 12. Learning and teaching resources

Required textbooks (methodology, if any)	Linguistics / Marioby
(Main references (sources	Linguistics Dr. Hatem Daman Semantics d. Ahmed Mukhtar Omar
Recommended supporting books and references (scientific journals, reports	All linguistics books
Electronic references, Internet sites	Websites in the Arabic language

**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: Baghdad**

**Faculty/Institute: College of Arts**

**Scientific Department: Arabic language**

**Academic or Professional Program Name: The Old Book**

**Final Certificate Name: Bachelor**

**Academic System: Semester**

**Description Preparation Date:**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**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 believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### 3. Program Objectives

Identify the characteristics of ancient and modern Arabic narration and clarify the most important issues related to narration techniques and its elements

### 4. Program Accreditation

The Theoretical Study

### 5. Other external influences

The libraries And The internet

### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	32	32		Basic Course
College Requirements	Yes			
Department Requirements	Yes			
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
PhD.	ALNa954	Narratology	32	

## 8. Expected learning outcomes of the program

Knowledge	
	1- Familiarity with the basics of thinking methods in the prescribed curriculum 2- Being able to translate it into performing work, by identifying and applying the academic and educational dimensions in the process Teaching 3- Preparing the student to benefit from sources and references related to modern narrative analysis> 4- Identify the correct methods for writing scientific research and reports related to the subject 5- Preparing the student psychologically and intellectually to accept the academic material 6- Students comprehend as much of the prescribed curriculum as possible
Skills	
	1 - Empowering the student mentally through training, practice and education that are organized with knowledge and experience 2 - Acquire the greatest amount of knowledge about the history of the subject, its concepts and characters 3 - The ability to participate collectively, dialogue and debate
Ethics	
	Mastering the Arabic language and literature and interacting with narrative analysis, as well as consolidating the values of criticism and analysis of Arabic novels and stories in the minds of students.

## 9. Teaching and Learning Strategies

Learning strategies, such as strategies for activating memory, cognitive processing, and increasing speed and capacity during learning,  
 And thinking strategies through the semantics of thinking, such as analysis and deduction, and planning and organizing strategies  
 Self.

## 10. Evaluation methods

Oral exam (dialogue, discussion), assignment assigned to the student, scientific research and report

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
professor	Arabic language	modern criticism			staff	

## Professional Development

### Mentoring new faculty members

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

### Professional development of faculty members

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester examinations.

## 12. Acceptance Criterion

Central admission

## 13. The most important sources of information about the program

1. The theory of the novel
2. Dostoyevsky' poetics
3. Literary theory
4. Narratology

## 14. Program Development Plan

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
PhD.	ALNa954	narratology	Basic	+	+	+	+	+	+	+	+	+	+	+	+

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

## Course Description Form

<b>1. Course Name:</b>					
narratology					
<b>2. Course Code:</b>					
ALNa954					
<b>3. Semester / Year:</b>					
Semester					
<b>4. Description Preparation Date:</b>					
1-4 -2024					
<b>5. Available Attendance Forms:</b>					
Actual Class					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
32 Hours- 32 Units					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Yousif Mohammad Jabir					
Email: yousif@coart.uobaghdad.edu.iq					
<b>8. Course Objectives</b>					
<b>Course Objectives</b>		<b>Knowledge of the characteristics of literary theory</b> <b>Clarify and explain the most prominent theoretical literary issues</b> <b>Definition of the student to the most important topics of modern literary less and his problems</b> <b>The ability to describe and compare critical curricula</b>			
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		Learning strategies as memory stimulating strategies, cognitive therapy, increased speed and capacity during Learning, thinking strategies through the connotations of thinking, such as analysis, conclusion, and strategies Self -planning and organization.			
<b>10. Course Structure</b>					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	narratology	The term of narratology	Lecture	The Exam.
2	2	narratology	narrative schools	Lecture	The Exam.
3	2	narratology	New criticism	Lecture	The Exam.
4	2	narratology	Russian formalism	Lecture	The Exam.
5	2	narratology	French School	Lecture	The Exam.

6	2	narratology	Narrative semiotics	Lecture	The Exam.
7	2	narratology		Lecture	The Exam.

### 11. Course Evaluation

10% daily preparation, 10% reports, 10% daily exams, 70% quarterly exams

### 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	<b>The theory of the novel</b>
Main references (sources)	Dostoyevsky' poetics narratology
Recommended books and references (scientific journals, reports...)	<b>College Magazine, Arabic Court Magazines</b>
Electronic References, Websites	<b>Multiple references &amp; various sites in narratology</b>

**Ministry of Higher Education and Scientific Research  
Scientific Supervision and Scientific Evaluation Apparatus  
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# **Academic Program and Course Description Guide**

**2024**



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## **Academic Program Description Form**

**University Name: Baghdad**

**Faculty/Institute: College of Arts**

**Scientific Department: Arabic language**

**Academic or Professional Program Name: Poetics**

**Final Certificate Name: PhD.**

**Academic System: Semester**

**Description Preparation Date:**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**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:**

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### 1. Program Vision

The department believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### 3. Program Objectives

Performing Arabic language and literature and interacting with modern literary theory, as well as consolidating the values of poetic analysis in the minds of students..

### 4. Program Accreditation

The Theoretical Study

### 5. Other external influences

The libraries And The internet

### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	32	32		Basic Course
College Requirements	Yes			
Department Requirements	Yes			
Summer Training	----			
Other				

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

<b>7. Program Description</b>				
Year/Level	Course Code	Course Name	Credit Hours	
			theoretical	practical
Third	ALPo955	Poetics	32	

<b>8. Expected learning outcomes of the program</b>	
<b>Knowledge</b>	
	1- Familiarity with the basics of thinking methods in the prescribed curriculum 2- Being able to translate it into performing work, by identifying and applying the academic and educational dimensions in the process Teaching 3- Preparing the student to benefit from sources and references related to poetics 4- Identify the correct methods for writing scientific research and reports related to the subject 5- Preparing the student psychologically and intellectually to accept the academic material 6- Students comprehend as much of the prescribed curriculum as possible
<b>Skills</b>	
	1 - Empowering the student mentally through training, practice and education that are organized with knowledge and experience 2 - Acquire the greatest amount of knowledge about the history of the subject, its concepts and characters 3 - The ability to participate collectively, dialogue and debate
<b>Ethics</b>	
	Performing Arabic language and literature and interacting with modern literary theory, as well as consolidating the values of poetic analysis in the minds of students.

<b>9. Teaching and Learning Strategies</b>
Learning strategies, such as strategies for activating memory, cognitive processing, and increasing speed and capacity during learning, And thinking strategies through the semantics of thinking, such as analysis and deduction, and planning and organizing strategies Self.

<b>10. Evaluation methods</b>
Oral exam (dialogue, discussion), assignment assigned to the student, scientific research and report

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### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
professor	Arabic language	modern criticism			staff	

### Professional Development

#### Mentoring new faculty members

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

#### Professional development of faculty members

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester examinations.

## 12. Acceptance Criterion

Central admission

## 13. The most important sources of information about the program

1. Issues of poetics by Roman Jakobson
2. The structure of the poetic language by John Cohen
3. Trends of modern poetics by Youssef Iskandar
4. Concepts of poetics of Hassan Nazim

## 14. Program Development Plan

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
PhD.	ALPo955	Poetics	Basic	+	+	+	+	+	+	+	+	+	+	+	+

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

## Course Description Form

<b>1. Course Name:</b>					
Poetics					
<b>2. Course Code:</b>					
ALPo955					
<b>3. Semester / Year:</b>					
Semester					
<b>4. Description Preparation Date:</b>					
1-4 -2024					
<b>5. Available Attendance Forms:</b>					
Actual Class					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
32 Hours- 32 Units					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Yousif Mohammad Jabir Email: yousif@coart.uobaghdad.edu.iq					
<b>8. Course Objectives</b>					
<b>Course Objectives</b>			Knowledge of the concepts of contemporary literary theories Clarify and explain the most prominent modern literary issues		
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		Learning strategies as memory stimulating strategies, cognitive therapy, increased speed and capacity during Learning, thinking strategies through the connotations of thinking, such as analysis, conclusion, and strategies Self -planning and organization.			
<b>10. Course Structure</b>					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2	Poetics	The term and the concept	Lecture	The Exam.
2	2	Poetics	theory of mimesis	Lecture	The Exam.
3	2	Poetics	Functional poetics	Lecture	The Exam.
4	2	Poetics	Formal poetics	Lecture	The Exam.
5	2	Poetics	Interpretative poetics	Lecture	The Exam.
6	2	Poetics	General discussion	Lecture	The Exam.
7	2	Poetics	Exam.	Lecture	The Exam.



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### 11.Course Evaluation

10% daily preparation, 10% reports, 10% daily exams, 70% quarterly exams

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	<b>Trend of modern poetics</b>
Main references (sources)	<b>Concepts of poetics</b>
Recommended books and references (scientific journals, reports...)	<b>College Magazine, Arabic Court Magazines</b>
Electronic References, Websites	<b>Multiple references &amp; various sites in poetics</b>

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**2024**

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**Faculty/Institute: College of Arts**

**Scientific Department: Arabic language**

**Academic or Professional Program Name: The Old Book**

**Final Certificate Name: Bachelor**

**Academic System: Semester**

**Description Preparation Date:**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**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 believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### 3. Program Objectives

Identifying the characteristics of ancient Arabic linguistic knowledge and clarifying and interpreting the most prominent ancient linguistic, literary and rhetorical issues.

### 4. Program Accreditation

The Theoretical Study

### 5. Other external influences

The libraries And The internet

### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	60	60		Basic Course
College Requirements	Yes			
Department Requirements	Yes			
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
Third	ALOL310	Old Book	60	

## 8. Expected learning outcomes of the program

Knowledge	
	1- Familiarity with the basics of thinking methods in the prescribed curriculum 2- Being able to translate it into performing work, by identifying and applying the academic and educational dimensions in the process Teaching 3- Preparing the student to benefit from sources and references related to ancient linguistic thought 4- Identify the correct methods for writing scientific research and reports related to the subject 5- Preparing the student psychologically and intellectually to accept the academic material 6- Students comprehend as much of the prescribed curriculum as possible
Skills	
	1 - Empowering the student mentally through training, practice and education that are organized with knowledge and experience 2 - Acquire the greatest amount of knowledge about the history of the subject, its concepts and characters 3 - The ability to participate collectively, dialogue and debate
Ethics	
	Mastering the Arabic language and literature and interacting with the ancient Arab heritage, as well as consolidating the positive values of the Arab heritage in the minds of students.

## 9. Teaching and Learning Strategies

Learning strategies, such as strategies for activating memory, cognitive processing, and increasing speed and capacity during learning, And thinking strategies through the semantics of thinking, such as analysis and deduction, and planning and organizing strategies  
Self.

## 10. Evaluation methods

Oral exam (dialogue, discussion), assignment assigned to the student, scientific research and report

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
professor	Arabic language	Language&rhetic			staff	

### Professional Development

#### Mentoring new faculty members

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

#### Professional development of faculty members

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester examinations.

## 12. Acceptance Criterion

Central admission

## 13. The most important sources of information about the program

1. Al-Kamil fi al-Lughah wa al-Adab by Abu al-Abbas al-Mubarrad
2. College magazine, and peer-reviewed Arabic language journals
3. Language dictionaries.
4. Al-Amali Heritage Book

## 14. Program Development Plan



### Program Skills Outline

				Required program Learning outcomes												
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics				
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4	
Third	ALOL310	Old Book	Basic	+	+	+	+	+	+	+	+	+	+	+	+	

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

## Course Description Form

<b>1. Course Name:</b>					
Old Book					
<b>2. Course Code:</b>					
ALOL310					
<b>3. Semester / Year:</b>					
Semester					
<b>4. Description Preparation Date:</b>					
1-4 -2024					
<b>5. Available Attendance Forms:</b>					
Actual Class					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
60 Hours- 60 Units					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Emad Mohammad Mahmood Email: emad.m@coart.uobaghdad.edu.iq					
<b>8. Course Objectives</b>					
<b>Course Objectives</b>			<b>Knowing the characteristics of ancient linguistic knowledge. Clarify and explain the most prominent linguistic issues</b>		
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		Learning strategies as memory stimulating strategies, cognitive therapy, increased speed and capacity during Learning, thinking strategies through the connotations of thinking, such as analysis, conclusion, and strategies Self -planning and organization.			
<b>10. Course Structure</b>					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Old Book	Description of the book	Lecture	The Exam.
2	2	Old Book	The era and culture of the auth	Lecture	The Exam.
3	2	Old Book	The sermon of the Messenger	Lecture	The Exam.
4	2	Old Book	Abu Bakr sermon	Lecture	The Exam.
5	2	Old Book	Othman reproach	Lecture	The Exam.
6	2	Old Book	Omar's sermon	Lecture	The Exam.

7	2	Old Book	Imam Ali's sermon	Lecture	The Exam.
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### 11. Course Evaluation

10% daily preparation, 20% reports, 20% daily exams, 50% quarterly exams

### 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	<b>Al -Kamil in language and literature By Abu Al -Abbas Al -Mubarrad</b>
Main references (sources)	<b>Language dictionaries</b>
Recommended books and references (scientific journals, reports...)	<b>College Magazine, Arabic Court Magazines</b>
Electronic References, Websites	<b>Multiple references &amp; various sites in language, rhetoric and grammar</b>

**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.

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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: Baghdad**

**Faculty/Institute: College of Arts**

**Scientific Department: Arabic language**

**Academic or Professional Program Name: The Old Book**

**Final Certificate Name: Bachelor**

**Academic System: Semester**

**Description Preparation Date:**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**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 believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### 3. Program Objectives

Identifying the characteristics of ancient Arabic linguistic knowledge and clarifying and interpreting the most prominent ancient linguistic, literary and rhetorical issues.

### 4. Program Accreditation

The Theoretical Study

### 5. Other external influences

The libraries And The internet

### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	60	60		Basic Course
College Requirements	Yes			
Department Requirements	Yes			
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
Third	ALOL310	Old Book	60	

## 8. Expected learning outcomes of the program

Knowledge	
	1- Familiarity with the basics of thinking methods in the prescribed curriculum 2- Being able to translate it into performing work, by identifying and applying the academic and educational dimensions in the process Teaching 3- Preparing the student to benefit from sources and references related to ancient linguistic thought 4- Identify the correct methods for writing scientific research and reports related to the subject 5- Preparing the student psychologically and intellectually to accept the academic material 6- Students comprehend as much of the prescribed curriculum as possible
Skills	
	1 - Empowering the student mentally through training, practice and education that are organized with knowledge and experience 2 - Acquire the greatest amount of knowledge about the history of the subject, its concepts and characters 3 - The ability to participate collectively, dialogue and debate
Ethics	
	Mastering the Arabic language and literature and interacting with the ancient Arab heritage, as well as consolidating the positive values of the Arab heritage in the minds of students.

## 9. Teaching and Learning Strategies

Learning strategies, such as strategies for activating memory, cognitive processing, and increasing speed and capacity during learning, And thinking strategies through the semantics of thinking, such as analysis and deduction, and planning and organizing strategies  
Self.

## 10. Evaluation methods

Oral exam (dialogue, discussion), assignment assigned to the student, scientific research and report

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
professor	Arabic language	modern criticism		staff	

### Professional Development

#### Mentoring new faculty members

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

#### Professional development of faculty members

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester examinations.

## 12. Acceptance Criterion

Central admission

## 13. The most important sources of information about the program

1. Al-Kamil fi al-Lughah wa al-Adab by Abu al-Abbas al-Mubarrad
2. College magazine, and peer-reviewed Arabic language journals
3. Language dictionaries.
4. Al-Amali Heritage Book

## 14. Program Development Plan

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Third	ALOL310	Old Book	Basic	+	+	+	+	+	+	+	+	+	+	+	+

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

## Course Description Form

<b>1. Course Name:</b>					
Old Book					
<b>2. Course Code:</b>					
ALOL310					
<b>3. Semester / Year:</b>					
Semester					
<b>4. Description Preparation Date:</b>					
1-4 -2024					
<b>5. Available Attendance Forms:</b>					
Actual Class					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
60 Hours- 60 Units					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Yousif Mohammad Jabir Email: yousif@coart.uobaghdad.edu.iq					
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7	2	Old Book	Imam Ali's sermon	Lecture	The Exam.
---	---	----------	-------------------	---------	-----------

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### 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	<b>Al -Kamil in language and literature By Abu Al -Abbas Al -Mubarrad</b>
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### **Academic Program Description Form**

**University Name:** .University of Baghdad.....

**Faculty/Institute:** .College of Arts.....

**Scientific Department:** .Department of Arabic language.....

**Academic or Professional Program Name:** Grammar schools.....

**Final Certificate Name:** .Ph.D.....

**Academic System:** Semester education system.....

**Description Preparation Date:** 28/3/2024

**File Completion Date:** 28/3/2024

**Signature:**

**Head of Department Name:**

**Date:**

**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 College of Arts seeks to prepare graduates in the field of grammar schools to work in government departments and benefit from specialization in the practical and applied field.

**2. Program Mission**  
Working to prepare and graduate leading scientific and leadership competencies in the field of grammar schools and to develop the balance of knowledge in the field of scientific research in this field to serve the local, regional and international community, as well as training and refining the minds of students scientifically and cognitively, affirming social and cultural values and responding to the requirements of the local market.

**3. Program Objectives**  
a. Introducing students to the the grammar school subject  
B. Finding a link between practical grammatical material and theoretical grammatical school material

**4. Program Accreditation**  
No accreditation

**5. Other external influences**  
No

**6. Program Structure**

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	1	90	2	
College Requirements	1	90	2	
Department Requirements	1	90	2	
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	
LEVEL	ALGs 429	Grammar schools	theoretical	practical

8. Expected learning outcomes of the program	
<b>Knowledge</b>	
Knowing the most important grammatical characters.	Knowledge of the most important grammatical schools and schools of thought.
<b>Skills</b>	
Giving the lecture.	Introducing students to the most important grammar school books
<b>Ethics</b>	
Developing students' abilities to share ideas	

9. Teaching and Learning Strategies
Giving the lecture. Introducing students to the most important grammar school books

10. Evaluation methods
<ol style="list-style-type: none"> <li>1. Asking questions for discussion.</li> <li>2. Granting incentive grades to students who regularly attend.</li> <li>3. Daily exams.</li> <li>4. Quarterly exams.</li> </ol>

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

## **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**

Briefly describe the academic and professional development plan and arrangements for faculty such as teaching and learning strategies, assessment of learning outcomes, professional development, etc.

## **12. Acceptance Criterion**

I see that the acceptance criteria currently do not meet the academic ambition, because the standard of excellence is not the governing standard. Rather, those accepted into the Arabic Language Department are those with the lowest averages in the preparatory stage, which does not allow for the development of linguistic studies in the department.

## **13. The most important sources of information about the program**

1. Grammar Schools, Khadeeja Al-Hadithi
2. Grammar Schools, Shawqi Dhayf
3. Kufa School, Mahdi Al-Makhzoomi

## **14. Program Development Plan**

Looking forward to introducing the use of modern means of illustration in teaching the subject, such as the smart board, PowerPoint technology, and other available means, as well as striving to find a comprehensive book of the subject's material that would help students reach the general outlines of the subject in the easiest way.

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Level	ALGs 429	Grammar schools	Basic	*	*			*	*			*	*		

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

## Course Description Form

<b>1. Course Name:</b>					
Grammar schools					
<b>2. Course Code:</b>					
ALGs 429					
<b>3. Semester / Year:</b>					
Semester					
<b>4. Description Preparation Date:</b>					
<b>28/3/2024</b>					
<b>5. Available Attendance Forms:</b>					
Obligatory					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
90					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Kayan Ahmed Hazim Yahya Email: dr.keyan@coart.uobaghdad.edu.iq					
<b>8. Course Objectives</b>					
<b>Course Objectives</b>			<ol style="list-style-type: none"> <li>1. Managing and understanding grammar school material and solving existing linguistic problems.</li> <li>2. Dealing with grammatical problems and developing solutions for them.</li> <li>3. Understanding grammatical methods and techniques in solving grammatical unit problems</li> </ol>		
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		<ol style="list-style-type: none"> <li>1- Explaining the scientific material to students in detail.</li> <li>2- Students' participation in solving grammatical problems</li> <li>3- Discussing vocabulary related to the topic</li> </ol>			
<b>10. Course Structure</b>					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	6	The emergence of grammatical studies in Basra	The meaning of grammatical schools, and a prelude to the emergence of Arabic grammar	Giving a lecture and using the electronic platform	Asking questions and testing

2	6	The originality of Arabic grammar, and the biography of Abu Al-Aswad Al-Du'ali	Calls against the authenticity of Arabic grammar, and shedding light on the biography of Abu Al-Aswad Al-Du'ali	Giving a lecture and using the electronic platform	Asking questions and testing
3	6	The biographies of Abdullah bin Abi Ishaq Al-Hadrami and Issa bin Omar Al-Thaqafi	The biographies of Abdullah bin Abi Ishaq Al-Hadrami and Issa bin Omar Al-Thaqafi	Giving a lecture and using the electronic platform	Asking questions and testing
4	6	The biographies of Abu Amr bin Al-Ala and Al-Khalil bin Ahmed Al-Farahidi	The biographies of Abu Amr bin Al-Ala and Al-Khalil bin Ahmed Al-Farahidi	Giving a lecture and using the electronic platform	Asking questions and testing
5	6	Characteristics of the Basrah school	Characteristics of the Basrah school	Giving a lecture and using the electronic platform	Asking questions and testing
6	6	Biography of Sibawayh and his grammar - Part One	Biography of Sibawayh and his grammar - Part One	Giving a lecture and using the electronic platform	Asking questions and testing
7	6	Biography of Sibawayh and his grammar - Part two	Biography of Sibawayh and his grammar - Part two	Giving a lecture and using the electronic platform	Asking questions and testing
8	6	Biography of Al-Mubarrid and his grammar - Part One	Biography of Al-Mubarrid and his grammar - Part One	Giving a lecture and using the electronic platform	Asking questions and testing
9	6	Biography of Al-Mubarrid and his grammar - Part two	Biography of Al-Mubarrid and his grammar - Part two	Giving a lecture and using the electronic platform	Asking questions and testing
10	6	Characteristics of the Kufa doctrine - Part One	Characteristics of the Kufa doctrine - Part One	Giving a lecture and using the electronic platform	Asking questions and testing
11	6	Characteristics of the Kufa doctrine - Part two	Characteristics of the Kufa doctrine - Part two	Giving a lecture and using the electronic platform	Asking questions and testing
12	6	Biography of Al-Kisai and his grammar - Part One	Biography of Al-Kisai and his grammar - Part One	Giving a lecture and using the electronic platform	Asking questions and testing
13	6	Biography of	Biography of Al-	Giving a	Asking

		Al-Kisai and his grammar - Part two	Kisai and his grammar - Part two	lecture and using the electronic platform	questions and testing
14	6	Biography of Al-Farra and his grammar - Part One	Biography of Al-Farra and his grammar - Part One	Giving a lecture and using the electronic platform	Asking questions and testing
15	6	Biography of Al-Farra and his grammar - Part two	Biography of Al-Farra and his grammar - Part One	Giving a lecture and using the electronic platform	Asking questions and testing

### 11.Course Evaluation

Asking questions and testing

### 12.Learning and Teaching Resources

Grammar Schools, Khadija Al-Hadithi	
Grammar Schools, Shawqi Dhayf	
Kufa School, Mahdi Al-Makhzoomi	
Electronic References, Websites	

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### **Academic Program Description Form**

**University Name:** ..Baghdad....

**Faculty/Institute:** ..College of Art.

**Scientific Department:** ..Arabic Language.....

**Academic or Professional Program Name:** Bachelor.....

**Final Certificate Name:** Bachelor's degree in Arabic Language...

**Academic System:** ...courses.....

**Description Preparation Date:** ٢٠٢٤\٣\٢٨

**File Completion Date:** ٢٠٢٤\٣\٢٨

**Signature:**

**Head of Department Name:**

**Date:**

**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**

1 - Empowering the student mentally through training, practice and education organized through knowledge and experience

2- Acquire the greatest amount of knowledge about the history of the subject

3 - The ability to participate in group and dialogue, and know the concepts and symbols used to master the use of computers.

## 2. Program Mission

Making e-learning methods compatible with their capabilities.  
Preparing new methods that serve the information the student has acquired.  
Make the curriculum flexible to suit all levels of students.  
Providing the practical skills and training necessary for the educational process and the necessary technologies to obtain the necessary information.  
The teacher must be a role model, a good role model, and an ideal image for his students to imitate..

## 3. Program Objectives

- 1- Familiarity with computer basics
- 2- Building a background on the stages of computer development
- 3- Preparing the student to benefit from the process in the field of life and to benefit from the computer as a profession and science.
- 4- Identifying electronic writing methods
- 5- Preparing the student psychologically and intellectually to accept the academic material
- 6- Students absorb as much of the prescribed curriculum as possible.

## 4. Program Accreditation

University of Baghdad/Instructions of the Ministry of Higher Education

## 5. Other external influences

Methodological books / websites related to the computer curriculum / channels on Telegram / seminars, workshops and courses to develop the curriculum and develop information on teaching and teaching capabilities.

## 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	٢	٤		
College Requirements		/	/	/
Department Requirements		/	/	/

<b>Summer Training</b>	/	/	/	/
<b>Other</b>	/	/	/	/

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

<b>7. Program Description</b>				
<b>Year/Level</b>	<b>Course Code</b>	<b>Course Name</b>	<b>Credit Hours</b>	
٢٠٢٢-٢٠٢٣		<b>Compuer</b>	<b>theoretical</b>	<b>practical</b>
			٢	٢

<b>8. Expected learning outcomes of the program</b>	
<b>Knowledge</b>	
Learning Outcomes 1	Prepare the student to benefit from sources and references related to computer basics and office applications.
<b>Skills</b>	
Learning Outcomes 2	The ability to convey the material to the student's mind smoothly to make it easier for him to absorb it without difficulty
Learning Outcomes 3	Practical computer application skills
<b>Ethics</b>	
Learning Outcomes 4	Scientific honesty
Learning Outcomes 5	Accuracy and clarity in explanation, clarification, and scientific and practical training

<b>9. Teaching and Learning Strategies</b>
Using traditional methods of learning, as well as using electronic and technological learning tools such as laboratories and providing computers and smart boards.

<b>10. Evaluation methods</b>
Through daily and monthly exams, practical application tests, and final course exams

<b>11.Faculty</b>						
<b>Faculty Members</b>						
<b>Academic Rank</b>	<b>Specialization</b>		<b>Special Requirements/Skills (if applicable)</b>		<b>Number of the teaching staff</b>	
	<b>General</b>	<b>Special</b>			<b>Staff</b>	<b>Lecturer</b>
Doctor of Lecturer	Information Science and Knowledge Technologies,	Cognitive Information			Staff	

**Professional Development****Mentoring new faculty members**

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

**Professional development of faculty members**

General skills development

- 1- Classroom management skills
- 2- Planning for teaching
- 3- Evaluation and observation skills

**12. Acceptance Criterion**

**Central admission by the Ministry of Higher Education**

**13. The most important sources of information about the program**

Computer basics and office applications in four parts

The first stage/first part: the origins of the computer, its development, its components, security, and operating systems/first semester.

The first stage/second part: Microsoft Word as well as PowerPoint/the second semester.

**14. Program Development Plan**

Creating a curriculum for organized courses to develop special staff to improve the program or curriculum scheduled annually

### Program Skills Outline

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2024-2025	/	Computer basics and office applications, parts one and two	Basic												

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

## Course Description Form

<b>1. Course Name:</b>					
Ghalib Abdulkareem Azeez					
<b>2. Course Code:</b>					
<b>3. Semester / Year:</b>					
202 <sup>۲</sup> -202 <sup>۳</sup>					
<b>4. Description Preparation Date:</b>					
28/3/2024					
<b>5. Available Attendance Forms:</b>					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
4 hours for both semesters					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Ghalib Abdulkareem Azeez Email: <a href="mailto:ghalib.a@coart.uobaghdad.edu.iq">ghalib.a@coart.uobaghdad.edu.iq</a>					
<b>8. Course Objectives</b>					
Objectives of the course			<b>1- Familiarity with computer basic</b> <b>2- Building a background on the stages of computer development</b> <b>3- Preparing the student to benefit from the process in the field of life and to benefit from computer as a profession and science.</b> <b>4- Identifying electronic writing methods</b> <b>5- Preparing the student psychologically and intellectually to accept the academic material</b> <b>6- Students absorb as much of the prescribed curriculum as possible.</b>		
<b>9. Teaching and Learning Strategies</b>					
Strategy		Developing students' skills using the computer and its related components.			
<b>10. Course Structure</b>					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Computer basics and			



		office applications			
--	--	---------------------	--	--	--

### 11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports ... etc

### 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Computer basics and office applications With its four parts
Main references (sources)	/
Recommended books and references (scientific journals, reports...)	/
Electronic References, Websites	Wikipedia & Youtube

**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:** ..Baghdad....

**Faculty/Institute:** ..College of Art.

**Scientific Department:** ..Arabic Language.....

**Academic or Professional Program Name:** Bachelor.....

**Final Certificate Name:** Bachelor's degree in Arabic Language...

**Academic System:** ...courses.....

**Description Preparation Date:** ٢٠٢٤\٣\٢٩

**File Completion Date:** ٢٠٢٤\٣\٢٩

**Signature:**

**Head of Department Name:**

**Date:**

**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**

1 - Empowering the student mentally through training, practice and education organized through knowledge and experience

2- Acquire the greatest amount of knowledge about the history of the subject

3 - The ability to participate in group and dialogue, and know the concepts and symbols used to master the use of computers.

## 2. Program Mission

Making e-learning methods compatible with their capabilities.  
Preparing new methods that serve the information the student has acquired.  
Make the curriculum flexible to suit all levels of students.  
Providing the practical skills and training necessary for the educational process and the necessary technologies to obtain the necessary information.  
The teacher must be a role model, a good role model, and an ideal image for his students to imitate..

## 3. Program Objectives

- 1- Familiarity with computer basics
- 2- Building a background on Microsoft Excel
- 3- Preparing the student to benefit from the process in the field of life and to benefit from the computer as a profession and science.
- 4- The ability to insert objects into Microsoft Excel.
- 5- Preparing the student psychologically and intellectually to accept the academic material.
- 6- Students absorb as much of the prescribed curriculum as possible.

## 4. Program Accreditation

University of Baghdad/Instructions of the Ministry of Higher Education

## 5. Other external influences

Methodological books / websites related to the computer curriculum / channels on Telegram / seminars, workshops and courses to develop the curriculum and develop information on teaching and teaching capabilities.

## 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	٢	٤		
College Requirements		/	/	/
Department Requirements		/	/	/

<b>Summer Training</b>	/	/	/	/
<b>Other</b>	/	/	/	/

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

<b>7. Program Description</b>				
<b>Year/Level</b>	<b>Course Code</b>	<b>Course Name</b>	<b>Credit Hours</b>	
٢٠٢٤-٢٠٢٣		<b>Compuer</b>	<b>theoretical</b>	<b>practical</b>
			٢	٢

<b>8. Expected learning outcomes of the program</b>	
<b>Knowledge</b>	
Learning Outcomes 1	Prepare the student to benefit from sources and references related to computer basics and office applications.
<b>Skills</b>	
Learning Outcomes 2	The ability to convey the material to the student's mind smoothly to make it easier for him to absorb it without difficulty
Learning Outcomes 3	Practical computer application skills
<b>Ethics</b>	
Learning Outcomes 4	Scientific honesty
Learning Outcomes 5	Accuracy and clarity in explanation, clarification, and scientific and practical training

<b>9. Teaching and Learning Strategies</b>
Using traditional methods of learning, as well as using electronic and technological learning tools such as laboratories and providing computers and smart boards.

<b>10. Evaluation methods</b>
Through daily and monthly exams, practical application tests, and final course exams

<b>11.Faculty</b>						
<b>Faculty Members</b>						
<b>Academic Rank</b>	<b>Specialization</b>		<b>Special Requirements/Skills (if applicable)</b>		<b>Number of the teaching staff</b>	
	<b>General</b>	<b>Special</b>			<b>Staff</b>	<b>Lecturer</b>
Doctor of Lecturer	Information Science and Knowledge Technologies,	Cognitive Information			Staff	

**Professional Development****Mentoring new faculty members**

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

**Professional development of faculty members**

General skills development

- 1- Classroom management skills
- 2- Planning for teaching
- 3- Evaluation and observation skills

**12. Acceptance Criterion**

**Central admission by the Ministry of Higher Education**

**13. The most important sources of information about the program**

Computer basics and office applications in its four parts

The second stage/third part: The basic tasks of Microsoft Excel with all its details/first semester.

The second stage / Part Four: Basics of the Internet, Intranet, Extranet, email, etc. / The second semester.

**14. Program Development Plan**

Creating a curriculum for organized courses to develop special staff to improve the program or curriculum scheduled annually



### Program Skills Outline

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2024-2025	/	Computer basics and office applications, parts three and four	Basic												

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

## Course Description Form

<b>1. Course Name:</b>					
Ghalib Abdulkareem Azeez					
<b>2. Course Code:</b>					
<b>3. Semester / Year:</b>					
202 <sup>۲</sup> -202 <sup>۳</sup>					
<b>4. Description Preparation Date:</b>					
28/3/2024					
<b>5. Available Attendance Forms:</b>					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
4 hours for both semesters					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Ghalib Abdulkareem Azeez Email: <a href="mailto:ghalib.a@coart.uobaghdad.edu.iq">ghalib.a@coart.uobaghdad.edu.iq</a>					
<b>8. Course Objectives</b>					
Objectives of the course			<p><b>1- Familiarity with computer basics, as well as learning and training on the Excel program</b></p> <p><b>2- Building a scientific background about the Internet and web uses.</b></p> <p><b>3- Preparing the student to benefit from the process in the field of life and to benefit from the computer as a profession and science.</b></p> <p><b>4- Identifying the means available in this device and how to harness it for the benefit of students to serve society in the future</b></p> <p><b>5- Preparing the student psychologically and intellectually to accept the academic material</b></p> <p><b>6- Students absorb as much of the prescribed curriculum as possible.</b></p>		
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		Developing students' skills using the computer and its related components.			
<b>10. Course Structure</b>					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2				

		<p>Computer basics and office applications</p> <p>Microsoft computer program</p> <p>Excel and the uses of the Internet, starting from its basics and ending with learning mail</p> <p>Electronic and Internet ethics</p>			
--	--	--	--	--	--

### 11. Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports .... etc

### 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	<p>Computer basics and office applications</p> <p>With its four parts</p>
Main references (sources)	/
Recommended books and references (scientific journals, reports...)	/
Electronic References, Websites	Youtube

**Ministry of Higher Education & Scientific Research**

**Scientific supervision and evaluation device**

**Department of Quality Assurance & Academic Accreditation**

**Accreditation Department**



# **Academic Program Description Guide**

**2024**

## **Introduction**

The educational program is considered a coordinated and organized package of academic courses that includes procedures and experiences organized in the form of academic vocabulary, the main purpose of which is to build and refine the skills of graduates, making them qualified to meet the requirements of the labor market, It is reviewed and evaluated

annually through internal or external audit procedures and programs such as the external examiner program.

The description of the academic program provides a brief summary of the main features of the program and its courses, indicating the skills that students are working to acquire based on the objectives of the academic program, the importance of this description is evident because it represents the cornerstone of obtaining program accreditation, and the teaching staff participates 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 circulated academic program according to the book of the Department of Studies, TM3/2906 on 3/5/2023 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:**

**Description of the academic program:** The description of the academic program 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 necessary summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he 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 .

**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.

That is, it describes all curricular and extracurricular activities to achieve the learning outcomes of the program.

**Academic Program Description Form**

**University name: University of.....Baghdad**

**College/Institute: College..... of Arts .**

**Scientific Department: Department.....Arabic Language**

**Name of the academic or professional program: Bachelor's degree...Arabic language.**

**Name of final degree: Bachelor's degree in.....Arabic language**

**Academic system: Semester**

**Description preparation date: 26/3/2024**

**Date of filling the file: 28/3/2024**

**Signature ;  
Name of department head  
Date :**

**Signature;  
Name of scientific assistant  
Date :**

**Check the file before  
Division of Quality Assurance and University Performance  
Name of the Director of the Quality Assurance and University  
Performance Division  
Date;  
Signature ;**

**Authentication of the Dean**



### 1.Program vision. .

It seeks to serve and preserve the Arabic language because the language is the identity of its speakers, so that tongues remain alive and are a vessel for thought throughout the ages

### 2.Program message .

Graduating generations who are proficient in the Arabic language and possess the research and professional skills to contribute to the development of society and meet the needs of the labor market.

### 3.Program objectives .

1. .Pride in the Arabic language.
- 2.Developing students' language skills. .
- 3.Raising the level of professional and research teaching .

### 4.Programmatic accreditation .

/

### 5.Other external influences .

/

### 6.Program structure .

Structure .	Number of courses	Study unit	Percentage	Comments *
Enterprise requirements				
College requirements				
Department requirements	Follow up on students in terms of teaching and tests	۳		
Summer training	/	/		
Other	/	/		

\*Notes may include whether the course is core or elective .

### 7.Program description

Year/level	Course or course code	Name of the course or course	Credit hours	
			Theoretical	Practical
2024				

### 8. Expected learning outcomes of the program

#### Knowledge

Learning outcomes 1	Statement of learning outcomes 1
---------------------	----------------------------------

#### Skills

Learning outcomes 2	Statement of learning outcomes 2
---------------------	----------------------------------

Statement of learning outcomes 3	Statement of learning outcomes 3
----------------------------------	----------------------------------

#### Values

Learning outcomes 4	Statement of learning outcomes 4
---------------------	----------------------------------

Learning outcomes 5	Statement of learning outcomes 5
---------------------	----------------------------------

### 9. Teaching and learning strategies

Daily, monthly and quarterly lectures, discussions and tests

### 10. Evaluation methods

Evaluation methods .\

1.Test of the first month of 20 .

2.The test of the second month of 15, with 5 marks given for attendance, the endeavor .will be (40) marks

3.Final exam of 60.

### 11.The teaching staff.

#### Faculty members

Scientific rank	Specialization		Special requirements/skills (if any)	Number of teaching staff	
	General	Private		Staff	Lecturer
Prof. Dr.Luma Faiq Jamil Al-Ani	General	Private		Staff	Lecturer
	Arabic language	linguistics		Staff	

### Professional development

#### Orienting new faculty members

The department head directs professors to commit to lectures and urges them

**to develop their scientific and research capabilities**

**Professional development for faculty members**

**The department head develops a plan for the faculty members that includes extracurricular activities for students in order to improve the educational process, as well as adherence to lecture timings and taking absences**

**12. Acceptance criterion**

**Commitment to central admission determined by the Ministry**

**13.The most important sources of information about the program**

**The courses determined by the corresponding departments, as well as the teaching diligence of the resources he deems appropriate that benefit the student**

**14.Program development plan**

**Working to activate students' linguistic skills by accessing Arabic language sources, as well as seminars, workshops, and discussion groups in order to develop the teaching staff**

**Program skills chart**

**Learning outcomes required from the program.**

Year/level	Course Code	Course Name	Essential or optional	Knowledge				Skills				Values			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Third	327ALLI	linguistics	Basic	/	/	/	/	/	/	/	/	/	/	/	/
				/											

**-Please check the boxes corresponding to the individual learning outcomes from the program subject to evaluation**

## Course description form

1-Course name: Linguistics / Contemporary Linguistic Schools .					
2-Course code ALLI327 .					
3-Semester/year 2023-2024, second semester .					
4-The date this description was prepared is 26/3/2024 .					
5-Available forms of attendance: Full attendance .					
6-Number of study hours (total)/number of units (total) 3 hours per week .					
(Name of the course administrator (if more than one name is mentioned .					
Email: <a href="mailto:Lumafaeq@coart.uobaghdad.edu.iq">Lumafaeq@coart.uobaghdad.edu.iq</a> Name: Prof. Dr. Luma Faiq Jamil Al-Ani					
8.Course objectives .					
<b>Objectives of the study material;</b>			<ul style="list-style-type: none"> <li>-Pride in the Arabic language</li> <li>-Developing students' linguistic skills</li> <li>-Raising the professional and research level of technicians</li> </ul>		
9-Teaching and learning strategies .					
<b>Strategy</b>		<ol style="list-style-type: none"> <li>1. Questions, discussion and expression of opinion.</li> <li>2. Student participation through seminars and workshops .</li> <li>3. Use smart applications .</li> </ol>			
10.Course structure .					
Week	Hours	Required learning outcomes	Name of the unit or topic	Learning method	Evaluation method
1	3	Adjacent terms	Language, linguistics, philology, speech, tongue	Giving the lecture	Discussion
2	3	Terms related to bilingualism	Dialect, local language, mother tongue, linguistic duality	=	=
3	3	Linguistics methods	Descriptive, historical, comparative, geographical	=	=
4	3	Linguistics and other sciences	Sociolinguistics, psycholinguistics	=	=
5	3	Audio level	Its definition, functions, phonetics, sounds, exits and	=	=

			<b>characteristics</b>		
<b>6</b>	3	= =	<b>Morphemes and phonemes</b>	=	=
<b>7</b>	3	Grammar level	<b>Morphological effect of manufacturing</b>	=	=
<b>8</b>	=	Composition level	<b>Campaign modes and direct components</b>	=	=
<b>9</b>	3	= =	<b>Conversion, functional meaning</b>	=	=
<b>10</b>	3	Semantic level	<b>Foreign meaning and connotation</b>	=	=
<b>11</b>	3	= =	<b>Central meaning and shades of meaning</b>	=	=
<b>12</b>	3	= =	<b>Linking words by meaning (context)</b>		
<b>13</b>	3	= =	<b>Semantic features and forms</b>		
<b>14</b>	Review and exam				
<b>15</b>	End of the first course exam				
<b>11. Course evaluation</b>					
1. Test of the first month of 20 .					
2. The second month's test is out of 15, giving 5 marks for attendance .					
3. Final exam of 60 .					
<b>12. Learning and teaching resources</b>					
<b>Required textbooks (methodology, if any)</b>			<b>Linguistics / Marioby</b>		
(Main references (sources			<b>Linguistics Dr. Hatem Daman</b>		
			<b>Semantics d. Ahmed Mukhtar Omar</b>		
<b>commended supporting books and references (scientific journals, reports</b>			<b>All linguistics books</b>		
<b>ctronic references, Internet sites</b>			<b>Websites in the Arabic language</b>		

**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: Baghdad**

**Faculty/Institute: College of Arts**

**Scientific Department: Arabic language**

**Academic or Professional Program Name: Grammar /Fourth grade**

**Final Certificate Name: Bachelor**

**Academic System: Semester**

**Description Preparation Date: 31/3/2024**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**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**

<b>1. Program Vision</b>
The department believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world.

Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

## 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

## 3. Program Objectives

Identifying the characteristics of ancient Arabic linguistic knowledge and clarifying and interpreting the most prominent ancient linguistic, literary and rhetorical issues.

## 4. Program Accreditation

The Theoretical Study

## 5. Other external influences

The libraries And The internet

## 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements		45		Basic Course
College Requirements	Yes			
Department Requirements	Yes			
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
fourth		Grammer	45	

### 8. Expected learning outcomes of the program

Knowledge	
	1- Familiarity with the basics of thinking methods in the prescribed curriculum 2- Being able to translate it into performing work, by identifying and applying the academic and educational dimensions in the process Teaching 3- Preparing the student to benefit from sources and references related to ancient linguistic thought 4- Identify the correct methods for writing scientific research and reports related to the subject 5- Preparing the student psychologically and intellectually to accept the academic material 6- Students comprehend as much of the prescribed curriculum as possible
Skills	
	1 - Empowering the student mentally through training, practice and education that are organized with knowledge and experience 2 - Acquire the greatest amount of knowledge about the history of the subject, its concepts and characters 3 - The ability to participate collectively, dialogue and debate
Ethics	
	Mastering the Arabic language and literature and interacting with the ancient Arab heritage, as well as consolidating the positive values of the Arab heritage in the minds of students.

### 9. Teaching and Learning Strategies

Learning strategies, such as strategies for activating memory, cognitive processing, and increasing speed and capacity during learning, And thinking strategies through the semantics of thinking, such as analysis and deduction, and planning and organizing strategies  
Self.

### 10. Evaluation methods

Oral exam (dialogue, discussion), assignment assigned to the student, scientific research and report

### 11. Faculty

#### Faculty Members

Academic Rank	Specialization	Special Requirements/Skills	Number of the teaching staff
---------------	----------------	-----------------------------	------------------------------

			(if applicable)			
	General	Special			Staff	Lecturer
professor	Arabic language	modern criticism			staff	

### **Professional Development**

#### **Mentoring new faculty members**

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

#### **Professional development of faculty members**

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester examinations.

### **12. Acceptance Criterion**

**Central admission**

### **13. The most important sources of information about the program**

- sharh abn eaqil ealaa 'alfiat abn malik / liabn eaqil
- alnahw alwafi / eabaas hasan

### **14. Program Development Plan**

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Third	ALOL310	Old Book	Basic	+	+	+	+	+	+	+	+	+	+	+	+

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

## Course Description Form

<b>1. Course Name:</b>					
Grammar					
<b>2. Course Code:</b>					
<b>3. Semester / Year:</b>					
Semester					
<b>4. Description Preparation Date:</b>					
31/3/2024					
<b>5. Available Attendance Forms:</b>					
Actual Class					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
60 Hours- 45 Units					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Aqeel Rahim Ali Email: aqeel_ra@coart.uobaghdad.edu.iq					
<b>8. Course Objectives</b>					
<b>Course Objectives</b>			<b>Knowing the characteristics of ancient linguistic knowledge. Clarify and explain the most prominent linguistic issues</b>		
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		Learning strategies as memory stimulating strategies, cognitive therapy, increased speed and capacity during Learning, thinking strategies through the connotations of thinking, such as analysis, conclusion, and strategies Self -planning and organization.			
<b>10. Course Structure</b>					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	3	Grammar	-Raising the present tense verb	Lecture	The Exam.
2	3	Grammar	-Raising the present tense verb	Lecture	The Exam.
3	3	Grammar	-Present tense verb	Lecture	The Exam.
4	3	Grammar	-Present tense verb	Lecture	The Exam.
5	3	Grammar	-Present tense verb	Lecture	The Exam.
6	3	Grammar	-Present tense verb	Lecture	The Exam.

7	3	Grammar	-Present tense verb	Lecture	The Exam.
8	3	Grammar	- The present tense verb		
9	3	Grammar	- The present tense verb		
10	3	Grammar	- The present tense verb		
11	3	Grammar	- The present tense verb		
12	3	Grammar	-the number		
13	3	Grammar	-the number		
14	3	Grammar	-the number		
15	3	Grammar	-A metaphor for number		

### 11.Course Evaluation

10% daily preparation, 20% reports, 20% daily exams, 50% quarterly exams

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	- <b>sharh abn eqil ealaa 'alfiat abn malik / li eqil</b>
Main references (sources)	- <b>alnahw alwafi / eabaas hasan</b>
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	



Ministry of Higher Education and Scientific Research  
Scientific Supervision and Assessment Department  
Directorate of Quality Assurance and Academic Accreditation

## **Academic Program Description Form for Colleges and Institutes**

**University: University of Baghdad**  
**College/Institute: College of Arts**  
**Academic Department: Arabic Language**  
**Date of filling out the file: 2023-2024**

<b>Signature:</b> <b>Name of Head of Dept.</b> <b>Date:</b>	<b>Signature:</b> <b>Name of Scientific Assistant</b> <b>Date:</b>
---	--

<b>File Checked by: Quality Assurance and University Performance Section:</b>	
<b>Name of Manager of Quality Assurance and University Performance Section:</b>	

<b>Date:</b>	
<b>Signature:</b>	

**Dean Approval**

## Academic Program Description

This academic program description provides a brief summary of the most important characteristics of the program and the learning outcomes that students are expected to achieve, demonstrating whether they have made the most of the available opportunities. It also contains a description of each course within the program

1. Educational Institution	Ministry of Higher Education and Scientific Research/ University of Baghdad
2. Scientific Department / Centre	Department of Arabic Language
3. Name of Academic or Vocational Program	Modern Critical Applications
4. Name of final certificate	Master
5. Teaching System: Yearly/terms/other	Courses (Postgraduate Studies) Master (First Course)
6. Adopted Accreditation Program	
7. Other External influences	None
8. Date of Description Preparation	2023-2024
9. Objectives of Academic Program	
Learning modern critical approaches and taking a look at the stages of their emergence and development, and applying them to creative texts belonging to	

different literary genres.

### 1. Required program output and methods of teaching, learning and assessment

#### a. Knowledge Objectives

a. 1. Knowing modern critical approaches, how to receive them in Arab cultural environment

a. 2.

a. 3.

a. 4.

a. 5.

a. 6.

#### b. Skills Objectives of the Program

b. 1. Enabling the student to make a connection among modern critical approaches.

b. 2. Enabling the student to get to know the most important Iraqi, Arab and foreign critics.

### Teaching and Learning Methods

1. Providing students with basic information and topics.

2. Asking students to give practical lectures.

### Assessment Methods

1. Weekly and monthly exams.

2. Participating in asking and answering questions

c. Emotional and Value Objectives

- c. 1. Enabling students to communicate and maintain communication between themselves and the topics of the material.
- c. 2. Scientific skills that enable the student to communicate with diverse cultural environments
- c. 3. Trying to find a relationship between the student and the subject and assessing that relationship through tests.

Teaching and Learning Methods

1. Providing students with basic information and topics.
2. Asking students to give practical lectures.

Assessment Methods

1. Weekly exams using theoretical questions.
2. Marks for discussion on curriculum topics
3. Giving marks for weekly preparation.

d. Transferable general and qualifying transferable skills (other skills related to employability and personal development).

- d. 1. Enabling students to give practical lectures.
- d. 2. Enabling students to build self-confidence and breaking the barrier of fear and shyness in facing the public.
- d. 3. Enabling the student to pass applied tests.
- d. 4. Enabling students to develop their cognitive capabilities.

Teaching and Learning Methods

1. Trying to develop curricula appropriate for students' understanding.
2. Harmonizing curricula and the work environment (college and department) in which the student is.
3. Urging students to participate in scientific forums (conferences and symposia)
4. Inviting some experienced professors and academics to share their experiences.

Assessment Methods

1. Weekly exams.
2. Marks for the student's participation in answering the questions raised during the lectures.
3. Submitting marks on the critical papers submitted by the student weekly.

### 1. Program structure

Study Stage	Course Code	Course Name	Credit Hours	
			Theoretical	Practical
Master of Literature		Modern Critical Applications	30	

### 2. Planning for personal development

Developing students' abilities to make comparisons, research and investigate similarities and differences between different critical approaches, and demonstrate the effectiveness of each approach by reviewing books and sources and visiting libraries and websites.

### 2. Admission standard (setting regulations related to admission to the college or institute)

## 2. The most important sources of information about the program

Various sources in critical approaches, including:

- David Deitcher, *Critical Approaches To Literature between Theory and Practice*.
- Iser, Wolfgang (1978) *The Act of Reading: A Theory of Aesthetic Response*. Johns Hopkins University Press
- Dr. Ibrahim Mahmoud Khalil, *Modern Literary Criticism from Simulation to Deconstruction*.
- Dr. Salah Fadhl, *Contemporary Criticism Methods*.
- Dr. Muhammad Muftah, *Reception and Interpretation*.
- Dr. Majeed Al-Mashatta and Amjad Kazem Al-Rikabi, *Schools of Modern Western Literary Criticism*.
- **Libraries.**
- **Internet websites.**

**Curriculum Skills Chart**

Please check the boxes corresponding to the individual learning outcomes from the program subject to evaluation

			Learning outcomes required from the program																
Year/Level Master of Literature	Course Code	Course Name Modern Critical Applications	Basic Or optional	Cognitive Objectives				Skills Objectives of the Program				Emotional and Value Objectives				Transferable general and qualifying skills (other skills related to employability and personal development(			
				a.1.	a.2.	a.3.	a.4.	b.1.	b.2.	b.3.	b.4.	c.1.	c.2.	c.3.	c.4.	d.1.	d.2.	d.3.	d.4.
			Basic															✓	

## Course Description Form

### Course Description

This course description provides a summary of the most important characteristics of the course and the learning outcomes that students are expected to achieve, demonstrating whether they have made the most of the learning opportunities available. It must be linked to the program description.

1. Educational Institution	College of Arts/ University of Baghdad
2. Scientific Department/Centre	Department of Arabic Language
3. Course Name/Code	Modern Critical Applications
4. Available Forms of Attendance	Obligatory Attendance
5. Term/Year	Course System
6. Total No. of Credit Hours	30 Hours
7. Date of Preparing this Description	2023-2024
8. Course Objectives	
Learning modern critical approaches and taking a look at the stages of their emergence and development, and applying them to creative texts belonging to different literary genres.	



## 10. Course outcomes and teaching, learning and assessment methods

### a. Cognitive Objectives

- a. 1. Learning about Arab and international critical curricula

### Skills Objectives of the Program

- b.1. Enabling students to compare different curricula and the effectiveness of each.
- b.2. Enabling students to get to know the most important Iraqi, Arab and foreign critics.

### Teaching and Learning Methods

1. Providing students with basic information and topics.
2. Asking students to give practical lectures.

### Assessment Methods

1. Weekly and monthly exams.
2. Scientific participation during lectures

### c. Emotional and Value Objectives

- c.1. Enabling students to communicate and maintain communication between them and the topics of the material.
- c.2. Scientific skills that enable students to communicate with diverse cultural environments
- c.3. Trying to find a relationship between students and the material, and assessing that relationship through testing.

### Teaching and Learning Methods

1. Providing students with basic information and topics
2. Asking students to give practical lectures.

### Assessment Methods

1. Weekly and monthly exams.
2. Marks for cognitive productive participation during lectures.
3. Giving marks for weekly preparation.

- d. Transferable general and qualifying skills (other skills related to employability and personal development)
  - d.1. Enabling students to give practical lectures.
  - d.2. Enabling students to build self-confidence and break the barrier of fear and shyness in facing the public.
  - d.3. Enabling students to pass applied tests.
  - d.4. Enabling students to develop their cognitive skills.

## 11. Course Structure

Week	Hours	Required Learning Outcomes	Name of Unit/Topic	Learning Method	Assessment Method
1	2	Getting to know the curriculum Items	distributing topics for research papers	giving a lecture	discussion
2	2	Contextual approaches, textual approaches and communicative approaches	Types of curricula	=	=
3	2	Russian formalists	Formalist approach	=	=
4	2	New criticism	New criticism	=	=
5	2	Structuralism	Structuralist approach	=	=
6	2	Stylistics	Stylistic Approach	=	=
7	2	Deconstruction	Deconstructive approach	=	=
8	2	Formative structuralism	Formative structural approach	=	=
9	2	Semiotics	Semiotic Approach	=	=
10	2	Pragmatics	Pragmatic Approach	=	=
11	2	Reading and Receiving	Reading and Receiving Approach	=	=
12	2	Cultural Approach	Cultural Approach	=	=
13	2	Applications	Critical Applications	=	=
14	2	Applications	Critical Applications		
15	2	Applications	Critical Applications		

## 12. Infrastructure

1. Required textbooks	All books specialized in literary criticism and literary approaches
2. Main References (Sources)	Everything related to the study of critical approaches
a. Recommended books and journals (Scientific journals, reports)	Modern references

b. electronic sources, websites

Electronic books

### 13. Course Development Plan

Developing students' abilities in research and investigation through field visits to libraries and holding seminars and lectures related to or close to the material.

**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:** .University of Baghdad

**Faculty/Institute:** .College of Arts

**Scientific Department:** .Department of Arabic language

**Academic or Professional Program Name:** Grammar schools

**Final Certificate Name:** Bakaluryus.D

**Academic System:** Semester education system

**Description Preparation Date:** 28/3/2024

**File Completion Date:**30/3/2024

**Signature:**

**Head of Department Name:**

**Date:**

**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 believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### 3. Program Objectives

1. Developing a spirit of pride in the Arabic language.
2. Developing students' linguistic skills.
3. Raising the level of professional and research teachers.
4. Consciously linking the ancient and the modern, by understanding the linguistic and literary heritage left to us by the ancients, then looking at the contributions made by the moderns in the fields of language and literature in order to benefit from them in re-reading. Our heritage with a new vision.

### 4. Program Accreditation

### 5. Other external influences

/

### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements				Is mandatory Sectoral
College Requirements				

<b>Department Requirements</b>		<b>3 units, 9 hours per week</b>		
<b>Summer Training</b>				
<b>Other</b>				

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

<b>7. Program Description</b>				
<b>Year/Level</b>	<b>Course Code</b>	<b>Course Name</b>	<b>Credit Hours</b>	
<b>Third Stage</b>	<b>ALAn 305</b>		<b>theoretical</b>	<b>practical</b>

<b>8. Expected learning outcomes of the program</b>	
<b>Knowledge</b>	
Learning Outcomes 1	<p>A- Cognitive objectives:</p> <p>A1- Knowing the history of literature, including poetry and prose, and enabling students to obtain knowledge and understanding of the intellectual framework of Arabic literature in general and Andalusian literature in particular.</p> <p>A2- Appreciating literary texts and enabling students to obtain the knowledge and understanding that qualifies them to analyze and understand texts.</p> <p>A3- Introducing contemporary poets and writers and enabling students to obtain literary knowledge of the topics in the field of study.</p> <p>A4 - Enabling students to obtain knowledge that enables them to understand other sciences.</p> <p>A5 - Enabling students to know the relationship between literature and other science topics.</p>
<b>Skills</b>	
Learning Outcomes 2	<p>B - Subject-specific skills</p> <p>B1 - Possessing the literary ability to analyze texts and enable students to solve and overcome the problems and difficulties that prevent them from understanding the true meaning of poetic and prose texts.</p> <p>B2 - Raising the ability to appreciate literary texts.</p> <p>B3 - Enabling students to solve problems and difficulties related to the psychological factor they have in not understanding and knowing some poetic or prose texts that include philosophical symbols and references or some psychological manifestations.</p>
Learning Outcomes 3	<p>1- Providing students with basic rules and additional topics related to previous educational outcomes, including skills.</p> <p>2- Applying the topics studied theoretically in the form of practical lectures in the classroom.</p> <p>Asking students to review the library to view sources and references related to the subject topics</p>
<b>Ethics</b>	

Learning Outcomes 4	C- Emotional and value goals. C1- Enabling students to communicate and maintain communication between themselves and the topics of the studied subject. C2 - Literary skills that enable the student to communicate with the studied material by encouraging them to deliver and dialogue. C3 - Trying to find a relationship between the student and the subject that makes the subject psychologically acceptable to him.
Learning Outcomes 5	D1- Enabling students to give practical lectures on the subject being studied. D2- Enabling students to break the barrier of fear and shyness when confronting their colleagues when giving a lecture. D3- Enabling students to pass applied tests and trying to involve them in seminars and conferences. D4- Enabling students to develop themselves after graduation. D5 - Graduating researchers in the Arabic language. D6- Graduating teachers of the Arabic language. D7- Graduating linguistic correctors who can work in various state departments.

## 9. Teaching and Learning Strategies

- Methodical books, auxiliary books, and Internet sites: the comprehensive library, Wikipedia.
- Giving lectures and discussions, and using the wall board or smart board.
- Using electronic presentations and programs on the prescribed topics
- Blended learning by asking some questions in the electronic class, or publishing an assignment as homework for students.
- Presentation of the lecture via PowerPoint.

## 10. Evaluation methods

Daily, monthly and quarterly written tests.  
Oral exams.  
Completion of reports. Direct questions, open book test, mini-lecture.

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
Assistant Professor	Arabic Language	Andalusian Literature		Staff	

**Professional Development****Mentoring new faculty members**

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

**Professional development of faculty members**

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester exams.

**12. Acceptance Criterion**

**Central admission**

**13. The most important sources of information about the program**

- 1 - The prescribed curriculum for study, books on the history of Andalusian literature.
- 2 - Libraries.
- 3 - Access to the experiences of other universities (Arab, international).
- 4 - Information network on the Internet.

**14. Program Development Plan**

### Program Skills Outline

				Required program Learning outcomes												
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics				
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4	
Third	ALAN305	Andalusian poetry	Basic	+	+	+	+	+	+	+	+	+	+	+	+	
				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	

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

## Course Description Form

1. Course Name:	
Andalusian poetry	
2. Course Code:	
<b>ALAN305</b>	
3. Semester / Year:	
semester/third	
4. Description Preparation Date:	
30/3/2024	
5. Available Attendance Forms:	
presence	
6. Number of Credit Hours (Total) / Number of Units (Total)	
3 units, 9 hours per week	
7. Course administrator's name (mention all, if more than one name)	
Name: Asst. Prof. Anwar Majeed Sarhan Email: <a href="mailto:anwar2015@coart.uobaghdad.edu.iq">anwar2015@coart.uobaghdad.edu.iq</a>	
8. Course Objectives	
Course Objectives	<ol style="list-style-type: none"> <li>1. Introducing Andalusian literature, its historical circumstances, and its relationship to literature</li> <li>2- Determine the duration of Andalusian literature.</li> <li>3- Identify the most important intellectual and cultural changes in it.</li> <li>4- Identifying the specificity of the literary language of each writer, and trying to identify artistic excellence.</li> <li>5- Building familiarity with texts, reading understanding, and appreciating them.</li> <li>6- Developing critical awareness of the language of literature.</li> <li>7- Reference to the writer's travels and travels and their impact on his literature.</li> <li>8 - Explaining the relationship of poets and writers with prominent political and literary figures.</li> <li>9 - Achieving the artistic pleasure that the beauty of literature suggests.</li> </ol>
9. Teaching and Learning Strategies	
Strategy	<ol style="list-style-type: none"> <li>1- Daily exams with multiple-choice questions that require scientific skills, in addition to monthly exams.</li> <li>2 - Surprise exams at the end of each lecture to demonstrate students' understanding of the material.</li> <li>3 - Participation marks for discussion questions for academic topics</li> <li>4 - Setting grades for homework and mini-research.</li> </ol>

10. Course Structure					
Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	3	A glimpse Andalusia	Andalusia pronunciation and meaning	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
2	3	Historical eras in Andalusia.	Categories of Andalusian society	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
3	3	Sources for studying Andalusian poetry.	Andalusia from conquest until its fall	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
4	3	The status of poetry in Andalusia.	The difference between source and reference with a study of the sources of Andalusian poetry	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
5	3	Andalusian poetry, its themes and characteristics	The status of poetry in Andalusia and its importance.	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to

					and oral a written tests
6	3	Literature in the era of governors,	The nature of literature in the era of the governors and its most prominent poets, and the introduction to two poets: Abu Al-Ajrab Ja'unah bin Al-Samah, and Abu Al-Khattar Hussam bin Dirar	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
7	3	Literature in the era of the Umayyad dynasty in Andalusia (the emirate, the caliphate, the hejab, and the strife).	The nature of literature in the era of the Umayyad dynasty in Andalusia and its objective and artistic characteristics	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
8	3	Literature in the era of sects and Almoravids.	The nature of literature in the era of the sects and Almoravids and its objective and artistic characteristics	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
9	3	Poets of the sect era	Ibn Zaydoun, his life and poetry	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
10	3	Literature in the Almohad and Red Bani eras.	The nature of literature in the Almohad and Beni Ahmar eras and its objective and artistic characteristics.	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the to and oral a written tests
11	3	One of the modern	Ibn al-Khatib and his	Giving	Questions a



		Almohad and Bani Al-Ahmar poets	poetry	lectures, discussing, and using t blackboard	directing students towards interacting with the top and oral a written tests
12	3	Andalusian Muwashahat, applied models of Muwashahat	Ibn Zamrak and his poetry	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the top and oral a written tests
13	3		Definition of muwashah in language, terminology, origin, and reason for its creation	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the top and oral a written tests
14	3	Literary oppositions in Andalusia.	Analysis of a model for an Andalusian muwashah	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the top and oral a written tests
15	3	Nature poetry in Andalusia.	Ibn Abd Rabbo and Abu Tammam are examples	Giving lectures, discussing, and using t blackboard	Questions a directing students towards interacting with the top and oral a written tests

### 11.Course Evaluation

Distributing the score out of 100 according to the tasks assigned to the student such as daily preparation, daily oral, monthly, or written exams, reports .... etc

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	Teaching lectures for the prescribed subject + Andalusian literature from the conquest until the fall of Granada (92 - 897 AH) by Dr. Munjid Mustafa Bahjat
Main references (sources)	- History of Andalusian Literature: Dr. Ihsan Abbas - Andalusian literature from the conquest until the fall of the caliphate: Dr. Ahmed Heikal. - Chapters in Andalusian Literature: Dr. Hikma Al-Awsi. And other sources and references.
Recommended books and references (scientific journals, reports...)	Preparing mini research activities that rely on ancient sources and modern references.
Electronic References, Websites	Accessing research, books, and messages related to the prescribed curriculum via the Internet, including the page of Dr. Muhammad Saeed Al-Ghamdi, the Al-Noor electronic library, the Aloka network, and other websites.

**Ministry of Higher Education & Scientific Research**

**Scientific supervision and evaluation device**

**Department of Quality Assurance & Academic Accreditation**

**Accreditation Department**



# **Academic Program Description Guide**

**2024**

## **Introduction**

The educational program is considered a coordinated and organized package of academic courses that includes procedures and experiences organized in the form of academic vocabulary, the main purpose of which is to build and refine the skills of graduates, making them qualified to meet the requirements of the labor market, It is reviewed and evaluated

annually through internal or external audit procedures and programs such as the external examiner program.

The description of the academic program provides a brief summary of the main features of the program and its courses, indicating the skills that students are working to acquire based on the objectives of the academic program, the importance of this description is evident because it represents the cornerstone of obtaining program accreditation, and the teaching staff participates 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 circulated academic program according to the book of the Department of Studies, TM3/2906 on 3/5/2023 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:**

**Description of the academic program:** The description of the academic program 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 necessary summary of the most important characteristics of the course and the learning outcomes that the student is expected to achieve, demonstrating whether he 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 .

**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.

That is, it describes all curricular and extracurricular activities to achieve the learning outcomes of the program.

**Academic Program Description Form**

**University name: University of.....Baghdad**

**College/Institute: College..... of Arts .**

**Scientific Department: Department.....Arabic Language**

**Name of the academic or professional program: Bachelor's degree...Arabic language.**

**Name of final degree: Bachelor's degree in.....Arabic language**

**Academic system: Semester**

**Description preparation date: 26/3/2024**

**Date of filling the file: 28/3/2024**

**Signature ;  
Name of department head  
Date :**

**Signature;  
Name of scientific assistant  
Date :**

**Check the file before  
Division of Quality Assurance and University Performance  
Name of the Director of the Quality Assurance and University  
Performance Division  
Date;  
Signature ;**

**Authentication of the Dean**

### 1.Program vision. .

It seeks to serve and preserve the Arabic language because the language is the identity of its speakers, so that tongues remain alive and are a vessel for thought throughout the ages

### 2.Program message .

Graduating generations who are proficient in the Arabic language and possess the research and professional skills to contribute to the development of society and meet the needs of the labor market.

### 3.Program objectives .

1. .Pride in the Arabic language.
- 2.Developing students' language skills. .
- 3.Raising the level of professional and research teaching .

### 4.Programmatic accreditation .

/

### 5.Other external influences .

/

### 6.Program structure .

Structure .	Number of courses	Study unit	Percentage	Comments *
Enterprise requirements				
College requirements				
Department requirements	Follow up on students in terms of teaching and tests	۳		
Summer training	/	/		
Other	/	/		

\*Notes may include whether the course is core or elective .

### 7.Program description



Year/level	Course or course code	Name of the course or course	Credit hours	
			Theoretical	Practical
2024				

### 8. Expected learning outcomes of the program

#### Knowledge

Learning outcomes 1	Statement of learning outcomes 1
---------------------	----------------------------------

#### Skills

Learning outcomes 2	Statement of learning outcomes 2
---------------------	----------------------------------

Statement of learning outcomes 3	Statement of learning outcomes 3
----------------------------------	----------------------------------

#### Values

Learning outcomes 4	Statement of learning outcomes 4
---------------------	----------------------------------

Learning outcomes 5	Statement of learning outcomes 5
---------------------	----------------------------------

### 9. Teaching and learning strategies

Daily, monthly and quarterly lectures, discussions and tests

### 10. Evaluation methods

Evaluation methods .\

1.Test of the first month of 20 .

2.The test of the second month of 15, with 5 marks given for attendance, the endeavor .will be (40) marks

3.Final exam of 60.

### 11.The teaching staff.

#### Faculty members

Scientific rank	Specialization		Special requirements/skills (if any)	Number of teaching staff	
	General	Private		Staff	Lecturer
PHD.	General	Private		Staff	Lecturer
	Arabic language	linguistics		Staff	

### Professional development

#### Orienting new faculty members

The department head directs professors to commit to lectures and urges them

**to develop their scientific and research capabilities**

**Professional development for faculty members**

**The department head develops a plan for the faculty members that includes extracurricular activities for students in order to improve the educational process, as well as adherence to lecture timings and taking absences**

**12. Acceptance criterion**

**Commitment to central admission determined by the Ministry**

**13.The most important sources of information about the program**

**The courses determined by the corresponding departments, as well as the teaching diligence of the resources he deems appropriate that benefit the student**

**14.Program development plan**

**Working to activate students' linguistic skills by accessing Arabic language sources, as well as seminars, workshops, and discussion groups in order to develop the teaching staff**

**Program skills chart**

**Learning outcomes required from the program.**

Year/level	Course Code	Course Name	Essential or optional	Knowledge				Skills				Values			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Third	327ALLI	linguistics	Basic	/	/	/	/	/	/	/	/	/	/	/	/
				/											

**-Please check the boxes corresponding to the individual learning outcomes from the program subject to evaluation**

## Course description form

1-Course name: Linguistics / Contemporary Linguistic Schools .					
2-Course code ALLI327 .					
3-Semester/year 2023-2024, second semester .					
4-The date this description was prepared is 3/26/2024 .					
5-Available forms of attendance: Full attendance .					
6-Number of study hours (total)/number of units (total) 3 hours per week .					
(Name of the course administrator (if more than one name is mentioned .					
Email: najiya.saleh@coart.uobaghdad.edu.iq					
Name: Dr. Najiya Saleh Qaddori					
8.Course objectives .					
<b>Objectives of the study material;</b>			<ul style="list-style-type: none"> <li>-Pride in the Arabic language</li> <li>-Developing students' linguistic skills</li> <li>-Raising the professional and research level of technicians</li> </ul>		
Teaching and learning strategies .					
<b>Strategy</b>		<ol style="list-style-type: none"> <li>1. Questions, discussion and expression of opinion.</li> <li>2. Student participation through seminars and workshops .</li> <li>3. Use smart applications .</li> </ol>			
Course structure .					
Week	Hours	Required learning outcomes	Name of the unit or topic	Learning method	Evaluation method
1	3	Schools of linguistics and their most prominent figures	Comparative Linguistics Schlegel, Grimm	Giving the lecture	Discussion
2	3	= = = =	Bob Mueller, Schleicher	=	=
3	3	School of New Grammarians	Herman Powell	=	=
4	3	Geneva School	Saussure and his students	=	=
5	3	Prague ring	Saussure, Courtenay	=	=
6	3	= =	Jacobsen,	=	=

			Trouptkoy		
7	3	Distributive school	Bloomfeller, Harris	=	=
8	=	Copenhagen School	Helmself	=	=
9	3	Al-Sambabna School	Pierce and Morris	=	=
10	3	Transformative generating school	Gomsky	=	=
11	3	= = =	=	=	=
12	3	Arabic linguistics	Its history and its most prominent personalities		
13	3	= = =	= = =		
14	Review and exam				
15	End of the first course exam				
<b>11. Course evaluation</b>					
1. Test of the first month of 20 .					
2. The second month's test is out of 15, giving 5 marks for attendance .					
3. Final exam of 60 .					
<b>12. Learning and teaching resources</b>					
<b>Required textbooks (methodology, if any</b>			<b>Linguistics / Marioby</b>		
<b>(Main references (sources</b>			<b>Linguistics Dr. Hatem Daman</b>		
			<b>Semantics d. Ahmed Mukhtar Omar</b>		
<b>Recommended supporting books and references (scientific journals, reports</b>			<b>All linguistics books</b>		
<b>Electronic references, Internet sites</b>			<b>Websites in the Arabic language</b>		

**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: Baghdad University**

**Faculty/Institute: college of Literature**

**Scientific Department: the department of Arabic language**

**Academic or Professional Program Name: Old book**

**Final Certificate Name: Bachelor's degree in Arabic Language and Literature**

**Academic System: Semester (second semester)**

**Description Preparation Date: 30/3/2024**

**File Completion Date: 30/3/2024**

**Signature:**

**Head of Department Name:**

**Prof. Dr. Ikhlas Muhammad Idan**

**Date:**

**Signature:**

**Scientific Associate Name:**

**Mr. Dr. Munther Ali**

**Date:**

**The file is checked by:**

**Department of Quality Assurance and University Performance**

**Director of the Quality Assurance and University Performance Department:**

**Date: 30/3/2024**



**Signature:**

**Approval of the Dean**

### **1. Program Vision**

The department believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### **2. Program Mission**

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### **3. Program Objectives**

- 1- Developing a spirit of pride in the Arabic language.
- 2- Developing students' linguistic skills.
- 3- Raising the level of professional and research teachers.
- 4- Consciously linking the ancient and the modern, by understanding the linguistic and literary heritage left to us by the ancients, then looking at the contributions made by the moderns in the fields of language and literature in order to benefit from them in re-reading. Our heritage with a new vision.

### **4. Program Accreditation**

University of Baghdad/Instructions of the Ministry of Higher Education

### **5. Other external influences**

Methodological books / access to the methods of old books that dealt with Arabic

language topics / websites related to curricula / channels on Telegram / linking the old book to other Arabic language subjects, such as grammar, morphology, semantics, rhetoric, etc.

## 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
<b>Institution Requirements</b>			<b>100%</b>	<b>nothing</b>
<b>College Requirements</b>		/	/	/
<b>Department Requirements</b>		/	/	/
<b>Summer Training</b>	/	/	/	/
<b>Other</b>		/	/	/

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

## 7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
<b>2023-2024</b> <b>Bachelor's</b>	<b>ALOb216</b>	<b>Old book</b>	<b>theoretical</b>	<b>practical</b>
			<b>32 per semester</b>	/

## 8. Expected learning outcomes of the program

<b>Knowledge</b>	
Learning Outcomes 1	1- Identifying the methods of ancient books in presenting, explaining and clarifying scientific material. 2- Using the book to train students to read, understand and interpret ancient texts. 3- Linking the old book with other Arabic language materials, such as grammar, morphology, semantics, rhetoric...etc.
<b>Skills</b>	
Learning Outcomes 2	Check out old books on the subject.
Learning Outcomes 3	Training students on proper reading and the art of public speaking
<b>Ethics</b>	
Learning Outcomes 4	Linking the material to social reality
Learning Outcomes 5	Emphasizing the values of Arab society in general and Iraqi society in particular

## 9. Teaching and Learning Strategies

- 1- Giving the lecture.
- 2- Blackboard.
- 3- Research paper.
- 4- Discussing opinions
- 5- Electronic class

## 10. Evaluation methods

- 1- Ask questions for discussion.
- 2- Choose a phenomenon and trend to discuss
- 3- Evaluating students who are always diligent
- 4- Writing research in various Arabic language sciences
- 5- Semester and final exams

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
<b>Professor Dr.</b>	Arabic	Arabic language and its literature		<b>Staff</b>	

## Professional Development

### Mentoring new faculty members

Conducting activities related to specialization and developing staff through courses, workshops, seminars and conferences

### Professional development of faculty members

- 1- Developing transferable general and qualifying skills (other skills related to employability and personal development).
- 2- Follow up on all published studies and research related to the academic course
- 3- Develop a new curriculum that suits the subject of the course.
- 4- Planning for teaching and preparation.
- 5- Evaluation and observation skills.

## 12. Acceptance Criterion

- Graduation year average

- Determine the grade for the Arabic language, provided that it is not less than seventy percent to accept the student into the Arabic Language Department

### **13. The most important sources of information about the program**

- 1- Old books and sources, especially the book (Al-Bayan wal-Tabyin) by Al-Jahiz.
- 2- Al-Jahiz's other books, such as Misers and Animals...etc

### **14. Program Development Plan**

- Creating a curriculum for organized courses to develop staff to improve the program or curriculum scheduled annually
- Developing the subject's vocabulary and expanding some of it

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023-2024 Bachelor's degree in Arabic language	AOb216	Old book	Basic	√	√	√	√	√	√	√	√	√	√	√	√

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

## Course Description Form

1. Course Name:					
2. Course Code: Comparative literature ALCL 433					
3. Semester / Year: second: 2023-2024					
4. Description Preparation Date: 30/3/2024					
5. Available Attendance Forms: Mandatory attendance					
6. Number of Credit Hours (Total) / Number of Units (Total): 32 hours per semester					
7. Course administrator's name (mention all, if more than one name)					
Name: Mohammed Abd Mashkur					
Email: <u><a href="mailto:mohammed.a.mashkur@gmail.com">mohammed.a.mashkur@gmail.com</a></u>					
8. Course Objectives					
<b>Course Objectives</b>		<ul style="list-style-type: none"> <li>Getting acquainted with the methods of ancient books in dealing with Arabic language topics.</li> <li>Linking the material of the ancient book to real life, and to other Arabic language sciences, such as grammar, morphology, semantics, rhetoric...etc.</li> <li>Using the material to serve society</li> </ul>			
9. Teaching and Learning Strategies					
<b>Strategy</b>	1- Graduating researchers in the Arabic language and literature. 2- Graduating teachers of the Arabic language 3- Graduating linguistic correctors who can be employed in all state departments				
10. Course Structure					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2	Introducing the curriculum, how to	Explaining the curriculum and how to	giving a	Discussion

		choose it, and the most important external sources that the student will need	test in it. Fill in the names of some of the books that the student will need	lecture	
2	2	Introduction to Al-Jahiz (his life, academic standing, writings, etc.)	Al-Jahiz's life, his academic standing, and his writings	=	=
3	2	Introducing the book Al-Bayan wal-Tabyin, its importance, its approach, and Al-Jahiz's distinctive style in writing it...etc	The approach of the book Al-Bayan wal-Tabin, Al-Jahiz's style in writing it	=	=
4	2	Introduction to the book - Al-Ai and Al-Haar	What is the eye? What is the limitation?	=	=
5	2	Awareness and confinement	Reading poetic verses that talked about awareness and limitation, and explaining the verses and their parsing.	=	=
6	2	Awareness and confinement	Saying of Bazrujmihir ibn al-Bakhtakan the Persian, and getting to know him.	=	=
7	2	The supplication of Moses (peace be upon him)	The verses in which the Prophet of God Moses (peace be upon him) prayed to his Lord to undo the knot that was on his tongue.	=	=
8	2	The supplication of Moses (peace be upon him)	Complete the rest of the verses with their explanation and parsing.	=	=
9	2	Moses (peace be upon him) called	What is the evidence of God Almighty responding to the supplication of His Prophet Moses (peace be upon him)?	=	=
10	2	What was revealed in the statement from the Qur'an	Reading the Qur'anic verses mentioned in the topic, explaining and parsing them	=	=
11	2	We are still in the statement from the Qur'an	Dhuhman's statement about Khuza'a and the poetic verses contained therein	=	=
12	2	Hospitality literature among the Arabs	The rights of the companion, and the poems contained therein	=	=
13	2	Hospitality literature among the Arabs	Explanation of the poems, their parsing, and the morphological,	=	=

			semantic, rhetorical issues, etc		
14	2	The tongue is a tool of statement	Reading texts, explaining and parsing them, explaining the morphological and semantic issues in them, etc	=	=
15	2	Speech pathology	The most important speech diseases, their explanation and introduction.	=	=
16	Exam for the end of the second semester				

### 11.Course Evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	Statement and clarification by Al-Jahiz
Main references (sources)	Language books, grammar and morphology books, dictionaries, interpretations, and the electronic library.
Recommended books and references (scientific journals, reports...)	1- All Arabic Library sources 2- Electronic library resources for the Arabic Language Department
Electronic References, Websites	All websites specialized in the Arabic language and modern literature, the electronic library of Arabic Language Department, and comprehensive online library.



**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.

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**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: Baghdad**

**Faculty/Institute: College of Arts**

**Scientific Department: Arabic language**

**Academic or Professional Program Name: Grammar /Fourth grade**

**Final Certificate Name: PH.A**

**Academic System: Semester**

**Description Preparation Date: 31/3/2024**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**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 believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

### 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

### 3. Program Objectives

Identifying the characteristics of ancient Arabic linguistic knowledge and clarifying and interpreting the most prominent ancient linguistic, literary and rhetorical issues.

### 4. Program Accreditation

The Theoretical Study

### 5. Other external influences

The libraries And The internet

### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements		<b>30</b>		<b>Basic Course</b>
College Requirements	<b>Yes</b>			
Department Requirements	<b>Yes</b>			
Summer Training	<b>----</b>			
Other				

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

<b>7. Program Description</b>				
Year/Level	Course Code	Course Name	Credit Hours	
			theoretical	practical
fourth		Grammatical problems	30	

<b>8. Expected learning outcomes of the program</b>	
<b>Knowledge</b>	
	1- Familiarity with the basics of thinking methods in the prescribed curriculum 2- Being able to translate it into performing work, by identifying and applying the academic and educational dimensions in the process Teaching 3- Preparing the student to benefit from sources and references related to ancient linguistic thought 4- Identify the correct methods for writing scientific research and reports related to the subject 5- Preparing the student psychologically and intellectually to accept the academic material 6- Students comprehend as much of the prescribed curriculum as possible
<b>Skills</b>	
	1 - Empowering the student mentally through training, practice and education that are organized with knowledge and experience 2 - Acquire the greatest amount of knowledge about the history of the subject, its concepts and characters 3 - The ability to participate collectively, dialogue and debate
<b>Ethics</b>	
	Mastering the Arabic language and literature and interacting with the ancient Arab heritage, as well as consolidating the positive values of the Arab heritage in the minds of students.

<b>9. Teaching and Learning Strategies</b>
Learning strategies, such as strategies for activating memory, cognitive processing, and increasing speed and capacity during learning, And thinking strategies through the semantics of thinking, such as analysis and deduction, and planning and organizing strategies Self.

<b>10. Evaluation methods</b>
Oral exam (dialogue, discussion), assignment assigned to the student, scientific research and report

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
professor	Arabic language	modern criticism			staff	

### Professional Development

#### Mentoring new faculty members

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

#### Professional development of faculty members

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester examinations.

## 12. Acceptance Criterion

Central admission

## 13. The most important sources of information about the program

- qadaya nahwiat / mahdii almakhzumi
- alainisaf fi masayil alkhilaf / 'abu albarakat al'anbarii

## 14. Program Development Plan

### Program Skills Outline

				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Third		Grammatical problems	Basic	+	+	+	+	+	+	+	+	+	+	+	+

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



## Course Description Form

<b>1. Course Name:</b>					
Grammar					
<b>2. Course Code:</b>					
<b>3. Semester / Year:</b>					
Semester					
<b>4. Description Preparation Date:</b>					
31/3/2024					
<b>5. Available Attendance Forms:</b>					
Actual Class					
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>					
30 Hours					
<b>7. Course administrator's name (mention all, if more than one name)</b>					
Name: Aqeel Rahim Ali Email: aqeel_ra@coart.uobaghdad.edu.iq					
<b>8. Course Objectives</b>					
<b>Course Objectives</b>			<b>Knowing the characteristics of ancient linguistic knowledge. Clarify and explain the most prominent linguistic issues</b>		
<b>9. Teaching and Learning Strategies</b>					
<b>Strategy</b>		Learning strategies as memory stimulating strategies, cognitive therapy, increased speed and capacity during Learning, thinking strategies through the connotations of thinking, such as analysis, conclusion, and strategies Self -planning and organization.			
<b>10. Course Structure</b>					
<b>Week</b>	<b>Hours</b>	<b>Required Learning Outcomes</b>	<b>Unit or subject name</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	2	Grammar	- Grammatical evidence	Lecture	The Exam.
2	2	Grammar	- Grammatical evidence	Lecture	The Exam.
3	2	Grammar	- Syntactic factor theory	Lecture	The Exam.
4	2	Grammar	- Syntactic factor theory	Lecture	The Exam.
5	2	Grammar	-grammatical reasoning	Lecture	The Exam.
6	2	Grammar	-grammatical reasoning	Lecture	The Exam.
7	2	Grammar	- Grammatical term	Lecture	The Exam.

8	2	Grammar	- Grammatical term	Lecture	The Exam.
9	2	Grammar	-Grammar composition		
10	2	Grammar	-Grammar composition		
11	2	Grammar	-Grammar composition		
12	2	Grammar	Grammatical disagreement		
13	2	Grammar	-Grammar issues		
14	2	Grammar	-Grammar issues		
15	2	Grammar	-Grammar issues		

### 11.Course Evaluation

10% daily preparation, 20% reports, 20% daily exams, 50% quarterly exams

### 12.Learning and Teaching Resources

Required textbooks (curricular books, if any)	<b>-qadaya nahwiat / mahdii almakhzumi</b>
Main references (sources)	<b>- alainisaf fi masayil alkhilaf / 'abu albarakat al'anbarii</b>
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	

### Course description form

<b>1. Course name</b>					
Arabic grammar					
<b>2- Course code</b>					
<b>3- Semester/year</b>					
semester/third					
<b>4-The date this description was prepared</b>					
30/3/2024					
<b>5-Available forms of attendance</b>					
presence					
<b>6. Number of study hours (total)/number of units (total)</b>					
And three units of 3 hours per week					
<b>7.Name of the course administrator (if more than one name is mentioned)</b>					
the name: Dheyaa Hamid Dahash      Email: <a href="mailto:Dheyaa.h@coart.uobaghdad.edu.iq">Dheyaa.h@coart.uobaghdad.edu.iq</a>					
<b>1. Course objectives</b>					
<b>Objectives of the study subject</b>		1-Knowledge of the origins of Arabic grammar, its development, and its modern methods. 2-Knowing the rules of Arabic grammar while linking it to the classical language in order to know its applied models			
<b>8. Teaching and learning strategies</b>					
<b>The strategy</b>		1- Daily exams with multiple-choice questions that require scientific skills, in addition to monthly exams. 2-Surprise exams at the end of each lecture to demonstrate students' understanding of the material. 3-Participation marks for discussion questions for academic topics. 4-Setting grades for homework and mini-research .			
<b>9. Course structure</b>					
<b>the week</b>	<b>hours</b>	<b>Name of the unit or topic</b>	<b>Required learning outcomes</b>	<b>Learning method</b>	<b>Evaluation method</b>
1	3	An introductory pause on the curriculum vocabulary	Explaining the linguistic and terminological meanings of the curriculum items and the relationship between them	Giving lectures, discussing, and using the blackboard	Asking questions and directing students to interact with the topic and .oral and written tests
2	3	huruf aljari	Knowledge of the grammatical functions of prepositions and their	=	=

			linguistic applications		
3	3	al'iidafa	Knowing the grammatical functions of the addition, its linguistic applications, and the relationship between them	=	=
4	3	iiemal almasdar'	Knowledge of the grammatical functions of the infinitive and its linguistic applications	=	=
5	3	iiemal aism alfaeil'	Knowledge of the grammatical functions of the active participle and their linguistic applications	=	=
6	3	iiemal aism ' almafeul	Knowledge of the grammatical functions of the active participle and their linguistic applications	=	=
First semester exam					
8	3	alsifat almushbiha	Knowledge of the grammatical functions of the modal adjective and its linguistic applications	=	=
9	3	uslub altaejub'	Knowing the grammatical functions of the exclamation method and its linguistic applications	=	=
10	3	afeal altafdil'	Knowledge of the grammatical functions of superlative verbs and their linguistic applications	=	=
11	3	alnaet	Knowledge of the grammatical functions of the adjective and its linguistic applications	=	=
12	3	Altawkid	Knowledge of the grammatical functions of emphasis and its linguistic	=	=

			<b>applications</b>		
13	3	<b>albadal</b>	<b>Knowledge of the grammatical functions of substitution and its linguistic applications</b>	=	=
14	3	<b>aleatf</b>	<b>Knowledge of the grammatical functions of conjunction and their linguistic applications</b>	=	=
15	3	<b>Application</b>	<b>Applied models for defining grammatical functions</b>	=	=

#### 15. Course evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc.

#### 16. Learning and teaching resources

<b>Required textbooks (methodology, if any)</b>	<b>sharh abn eqil - liabn eqil</b>
<b>Main references (sources)</b>	<b>kitab sibwih and its explanations</b>
<b>Recommended supporting books and references (scientific journals, reports)</b>	<b>explanations al'alfia</b>
<b>Electronic references, Internet sites</b>	<b>ebsites for Arabic grammar, its contemporary applications, and digital gramma</b>

**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:** Baghdad

**Faculty/Institute:** College of Arts

**Scientific Department:** Arabic language

**Academic or Professional Program Name:** Rhetoric

**Final Certificate Name:** Bachelor

**Academic System:** Semester

**Description Preparation Date:**

**File Completion Date:**

**Signature:**

**Head of Department Name:**

**Date:**

**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 believes that the Arabic language is an identity for its speakers, and a link that unites them and distinguishes them from all other peoples of the world. Therefore, the department seeks to serve this language, take care of it, and spread its rules. To remain alive in what tongues speak and what pens write, and to remain a vessel for thought and knowledge that is preserved and cared for throughout the ages.

## 2. Program Mission

The department seeks to graduate generations who are proficient in the Arabic language and possess the research, professional and technical skills that enable them to contribute effectively to the development of society and to meet the needs of the labor market.

## 3. Program Objectives

Identifying the characteristics of ancient Arabic linguistic knowledge and clarifying and interpreting the most prominent ancient linguistic, literary and rhetorical issues.

## 4. Program Accreditation

The Theoretical Study

### 5. Other external influences

The libraries And The internet

### 6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	60	60		Basic Course
College Requirements	Yes			
Department Requirements	Yes			
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	
The first	AL Rh 106	Rhetoric	theoretical	practical

### 8. Expected learning outcomes of the program

#### Knowledge

- 1- Improving the student's understanding and increasing his cumulative knowledge.
- 2- Clarifying the daily and annual business strategy.
- 3- Explaining the foundations of the student's cognitive evaluation.

	4- Providing the student with questions that enhance his knowledge, and clarifying the importance of intellectual questions.
<b>Skills</b>	
	1 - Performance skill / student participation, and developing their scientific confidence in themselves. 2 - Applied skill/providing examples, especially usage. 3- Dialogue skill / expressing an opinion within the scientific framework of the lecture.
<b>Ethics</b>	
	1- Value development through Qur’anic evidence and literary texts. 2- Cultural development through information presentation . 3- Intellectual development through explaining phenomena and identifying the user of them

<b>9. Teaching and Learning Strategies</b>
1- How to deliver a lecture? 2- 2- Brainstorming method. 3- 3- How to use the Arabic dictionary. 4- Method of balancing between sources

<b>10. Evaluation methods</b>
1- Evaluation of the scientific material in the written exam. 2- 2- Repeating written assessments to prevent failure and to focus the material in the student’s mind. 3- 3- Scientific research and repo

## 11. Faculty

### Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
Assistant Professor	Arabic language	Rhetoric		staff	

### Professional Development

#### Mentoring new faculty members

Holding workshops aimed at developing the new staff, as well as cultural committee seminars and involving them in seminars.

#### Professional development of faculty members

Preparing scientific cadres to raise the scientific and methodological level, developing subject curricula, activating scientific activities to raise teaching competencies, and adhering to the specified time for lectures and semester examinations.

## 12. Acceptance Criterion

- 1- Central acceptance standard.
- 2- Taking into account the student's desire.
- 3- His average in the Arabic language qualifies him to enter the specialization.
- 4- Conduct a written test

## 13. The most important sources of information about the program

- 1- Miftah al-Ulum, Abu Yaqoub al-Sakaki.
- 2- Clarification in the Sciences of Rhetoric, Al-Khatib Al-Qazwini
- 3- Bride of Weddings in Sharh Takhlees Al-Muftah, Bahaa Al-Din Al-Subki

4- Rhetoric and Application, Dr. Ahmed Matloub, Dr. Hassan Al-Basir

. 5- Rhetoric, its arts and craftsmen, Dr. Fadel Hassan

## 14. Program Development Plan

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
The first	AL Rh 106	Rhetoric	basic	+	+	+	+	+	+	+	+	+	+	+	

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



## Course Description Form

<b>1. Course Name: Rhetoric</b>	
Rhetoric	
<b>2. Course Code:</b>	
AL RH 106	
<b>3. Semester / Year:</b>	
Semester	
<b>4. Description Preparation Date:</b>	
15-4-2024	
<b>5. Available Attendance Forms:</b>	
Actual class	
<b>6. Number of Credit Hours (Total) / Number of Units (Total)</b>	
60 hours - 60 units	
<b>7. Course administrator's name (mention all, if more than one name)</b>	
Name: Assistant professor Dr . Wasan Saleh Hussein Email: Wasansalah@coart.uobaghdad.edu.iq	
<b>8. Course Objectives</b>	
<b>Course Objectives</b>	<ul style="list-style-type: none"> <li>-1 Knowing the historical stages of rhetoric distinguishing between it and eloquence</li> <li>2- Understanding rhetorical styles and structures distinguishing between them</li> <li>3- Using electronic technologies to follow up sou and referenes</li> </ul>
<b>9. Teaching and Learning Strategies</b>	
<b>Strategy</b>	<p>Learning strategies as memory stimulating strategies, cognitive therapy, increased speed and capacity during Learning, thinking strategies through the connotations of thinking, such as analysis, conclusion, and strategies Self -planning and organization</p>

## 10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2	Rhetoric	Eloquence and eloquence		
2	2	Rhetoric	Systems theory		
3	2	Rhetoric	News and creation		
4	2	Rhetoric	Presentation and delay		
5	2	Rhetoric	Separation and connection		
6	2	Rhetoric	the palace		
7	2	Rhetoric	Brevity and redundancy		

## 11. Course Evaluation

10% daily preparation, 20% reports, 20% daily exams, 50% quarterly exams

## 12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Rhetoric and Application, Dr. Ahmed Matloub, Dr. Hani Al-Basir
Main references (sources)	1- Clarification in the Sciences of Rhetoric, Al-Khatib Al-Qazwini 2- Bride of Weddings in Sharh Summa of Al-Muftah, Bahaa Al-Din Al-Subk
Recommended books and references (scientific journals, reports...)	Rhetoric, its arts and artists, Dr. Fadel Hassan College Arts Magazine
Electronic References, Websites	Multiple references and various sites in rhetoric

