Course Specification
(Bachelor)

Course Title:	Engineering Reports
Course Code:	GE 1101
Program:	Electrical Engineering
Department:	Electrical Engineering
College:	College of Engineering
Institution:	Imam Mohammad Ibn Saud Islamic University
Version:	1
Last Revision Date:	01 October 2024

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A. General information about the course:

1. Course Identification

1. Credit hours: (1)					
2. Course type					
A.	☐University	☒ College	☐ Department	☐Track	☐Others
B.	☒ Required		☐Elective		
3. Level/year at which this course is offered: (Level 2/Year 1)					
4. Course General Description:					
This course introduces students to the fundamentals of technical writing and reporting within the field of engineering. The course focuses on developing skills for clear, concise, and accurate communication of technical information. Students will learn how to structure and write professional engineering reports, including laboratory reports and project reports. Emphasis is placed on effective use of data, proper formatting, referencing standards, and presentation techniques. The course also covers the importance of adhering to ethical standards in engineering communication and prepares students to present their findings both in written form and through oral presentations.					
5. Pre-requirements for this course (if any)**:**					
ENG 1120					
6. Co-requisites for this course (if any)**:**					
None					
7. Course Main Objective(s):					
Develop skills in writing clear and structured technical reports in an engineering context. Learn how to effectively present technical data and analysis in written form. Understand the standards and ethical considerations of engineering communication. Improve the ability to organize and deliver oral presentations of technical findings.					

2. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	15	100%
2	E-learning		
3	Hybrid • Traditional classroom • E-learning		
4	Distance learning		

3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	**Lectures**	
2.	**Laboratory/Studio**	
3.	**Field**	
4.	**Tutorial**	15
5.	**Others (specify)**	
Total		15

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

Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
1.0	**Knowledge and understanding**			
...				
2.0	**Skills**			
...				
3.0	**Values, autonomy, and responsibility**			
V1	Write structured and clear technical reports that meet engineering standards	**3.2**	**Lectures, Discussion, Tutorials**	**Grading of Quizzes, Midterms and Final Exams**

Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
V1	Present technical data and analysis effectively in both written and oral formats	**3.5**	**Lectures, Discussion, Tutorials**	**Grading of Quizzes, Midterms and Final Exams**
V1	Apply proper formatting, referencing, and ethical guidelines in engineering documentation	**3.5**	**Lectures, Discussion, Tutorials**	**Grading of Midterms and Assignment**
V1	Demonstrate the ability to organize and communicate engineering findings clearly and professionally	**3.1**	**Lectures, Discussion, Tutorials**	**Grading of Midterms and Final Exams**

C. Course Content

No	List of Topics	Contact Hours
1.	Introduction to Technical Writing in Engineering	**3**
2.	Data Collection and Analysis Techniques	**3**
3.	Report Structure and Formatting	**3**
4.	Presenting Technical Information	**3**
5.	Introduction to engineering terminologies	**3**
Total		**15**

D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	**Quiz/Assignment/Homework/Project/Attendance**		**20%**
2.	**Midterm Exam 1**	**Week 6**	**20%**
3.	**Midterm Exam 2**	**Week 9**	**20%**

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
4.	Final Exam	As per University	40%
	Total		100%

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

E. Learning Resources and Facilities

1. References and Learning Resources

Essential References	
Supportive References	
Electronic Materials	
Other Learning Materials	

2. Required Facilities and equipment

Items	Resources
Facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	**Classroom/Blackboard**
Technology equipment (projector, smart board, software)	**Multimedia Support, Smart Board, Overhead Projectors for Lectures, and Microsoft office software**
Other equipment (depending on the nature of the specialty)	**Computer Lab with MS Office**

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	Students	Indirect
Effectiveness of Students assessment	Students	Indirect
Quality of learning resources	Faculty members and students	Indirect
The extent to which CLOs have been achieved	Faculty members	Direct
Other		

Assessors (Students, Faculty, Program Leaders, Peer Reviewers, Others (specify)

Assessment Methods (Direct, Indirect)

G. Specification Approval

COUNCIL /COMMITTEE	DEPARTMENT COUNCIL
REFERENCE NO.	MEETING_5
DATE	01-10-2024