



Course Specifications

Course Title:	Writing
Course Code:	ENG 0116
Program:	General English
Department:	Department of Applied Science - Department of Administrative Sciences and Humanities
College:	Applied College
Institution:	Imam Mohammad Ibn Saud Islamic University

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A. Course Identification

1. Credit hours: 3hours
2. Course type a. University <input type="checkbox"/> College <input type="checkbox"/> Department <input checked="" type="checkbox"/> Others <input type="checkbox"/> b. Required <input checked="" type="checkbox"/> Elective <input type="checkbox"/>
3. Level/year at which this course is offered: Level 1 / first year
4. Pre-requisites for this course (if any): None
5. Co-requisites for this course (if any): None.

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	33hrs	100%
2	Blended		
3	E-learning		
4	Distance learning		
5	Other		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	Lecture	33hrs
2	Laboratory/Studio	
3	Tutorial	
4	Others (specify)	
	Total	33hrs

B. Course Objectives and Learning Outcomes

<p>1. Course Description This intermediate course is designed to help students develop their abilities in writing complete sentences to coherent paragraphs. The course focuses on developing students' intermediate grammar, vocabulary and spelling through meaningful practice.</p>
<p>2. Course Main Objective The course trains the students on the stages of writing a paragraph (like pre-writing stage, writing stage, reviewing and editing stage, and noticing the interrelations between these stages) while concentrating on paragraph unity in form and content. It also introduces the students to different types of paragraphs like descriptive, example and process paragraphs.</p>

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	Knowledge and Understanding	
1.1	To identify the simple present tense, subject-verb agreement, adjectives, modals and imperatives.	K1
1.2	To mention different types of sentences (simple, compound, and complex) correctly.	K1
1.3	To display comprehensive knowledge of structuring a coherent and well-developed piece of writing through writing a complete paragraph text appropriately.	K3
2	Skills :	
2.1	To use new vocabulary in forming complete sentences.	S3
2.2	To form different types of sentences.	S3
2.3	To use various conjunctions to create compound and complex sentences.	S3
2.4	To write a well-organized paragraph on given topics.	S3
3	Values:	
3.1	To show the ability to develop companionship among students in-group work.	V1
3.2	To show the ability to express their views and opinions through their writing.	V2

C. Course Content

No	List of Topics	Contact Hours
1	Introduction to the course Unit 1 (part 1)	3hrs
2	Unit 1 (parts 2 + 3)	3hrs
3	Unit 1 (part 4+ review)	3hrs
4	Unit 2 (steps 1+2)	3hrs
5	Unit 2 (step 3 + 4 + review)	3hrs
6	Unit 2 (review)	3hrs
7	Midterm exam	3hrs
8	Extended weekend	3hrs
9	Unit 4 (step 1 + 2)	3hrs
10	Unit 4 (steps 3 + 4)	3hrs
	Unit 4 (review)	3hrs
11	Revision	3hrs
Total		33hrs

D. Teaching and Assessment

1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	Knowledge and Understanding		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.1	To identify the simple present tense, subject-verb agreement, adjectives, modals and imperatives.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities
1.2	To mention different types of sentences (simple, compound, and complex) correctly.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities
1.3	To display comprehensive knowledge of structuring a coherent and well-developed piece of writing through writing a complete paragraph text appropriately.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities
2.0	Skills		
2.1	To use new vocabulary in forming complete sentences.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities
2.2	To form different types of sentences.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities
2.3	To use various conjunctions to create compound and complex sentences.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities
2.4	To write a well-organized paragraph on given topics.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities
3.0	Values		
3.1	To show the ability to develop companionship among students in-group work.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities
3.2	To show the ability to express their views and opinions through their writing.	Lecture / Assignment / activities / discussion	Exam /Assignment evaluation / Asking questions and doing activities

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Midterm Exam	7	20%
2	Project	8	10%
3	Quiz	4	10%
4	Assignments	All along	10%
6	Participation	All along	10%
7	Final exam	12	40%

*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice :

- Office hours.
- Contact via email.
- Hold meetings for students.
- Provide teaching plans for the students.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Effective Academic Writing 1 The Paragraph/ 2 nd edition by Alice Savage; Masoud Shafiei
Essential References Materials	Longman Dictionary of Contemporary English
Electronic Materials	None.
Other Learning Materials	None.

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Classrooms.
Technology Resources (AV, data show, Smart Board, software, etc.)	Data show.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	None.

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Effectiveness of teaching and assessment	Students	Direct
Extent of achievement of course learning outcomes	Course reviewer	Direct/ Indirect
Quality of learning resources	Faculty / Students	Direct / Indirect
Standards of students achievement	Faculty	Direct / Indirect

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Improvement of teaching	Program leader	Direct
Teaching by the instructor or by the department	Peer Reviewer	Direct

Evaluation areas (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)

Evaluators (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify))

Assessment Methods (Direct, Indirect)

H. Specification Approval Data

Council / Committee	Department of Applied Science - Department of Administrative Sciences and Humanities
Reference No.	
Date	