اعتماد
NCAAA

T4

2020

Course Specifications

Course Title:	Reading Skills
Course Code:	ENGL1210
Program:	
Department:	
College:	College of Business Administration
Institution:	Prince Sattam bin Abdulaziz University

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Table of Contents

A. Course Identification

1. Credit hours: 5(4,1,0)	

2. Course type
a.   University ☐   College ✔   Department ☐   Others ☐
b.   Required ✔   Elective ☐

3. Level/year at which this course is offered: Level 1/Year 1

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**	72	100
2	**Blended**	-	-
3	**E-learning**	-	-
4	**Distance learning**	-	-
5	**Other**	-	-

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	72
2	**Laboratory/Studio**	-
3	**Tutorial**	-
4	**Others** (specify)	-
	Total	**72**

B. Course Objectives and Learning Outcomes

1. Course Description

The overall objective of the course is to teach the basic reading skills in English and to provide foundation for effective and critical reading. The course provides students with a large amount of EFL vocabulary and lays particular emphasis on reading strategies in an attempt to make students avoid the word-by-word reading technique. It introduces reading-related skills, such as vocabulary, grammar and comprehension strategies. It also trains students on making inferences and summarizing the general ideas included in the reading comprehensions.

2. Course Main Objective

The main objective of this course is to introduce students to effective reading and equip them with (co-)requisite reading strategies to enhance their reading skills, broaden their knowledge of vocabulary, train them on making inferences and predictions and enable them to make use of contextual clues to infer meanings of unfamiliar words.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding:**	
1.1	Define key words and phrases in reading comprehensions.	K1
1.2	Identify the main components of reading comprehensions.	K4
1.3	List reading skills and strategies in reading comprehensions.	K2
2	**Skills:**	
2.1	Differentiate thinking and reading skills across reading comprehensions.	S1
2.2	Analyze reading comprehensions lexically, grammatically and topically.	S4
2.3	Synthesize legible handwritings based on reading and writing skills.	S3
3	**Values:**	
3.1	Implement reading skills in spoken interaction and written communication.	V2
3.2	Read fluently, accurately, collectively and ethically.	V3
3.3	Adapt teamwork skills in communicative readings.	V1

C. Course Content

No	List of Topics	Contact Hours
1	**Unit 1:** **What is a good job?** Reading 1: The Right Job for you Reading 2: The World of Work	9
2	**Unit2:** **Why do people immigrate to other countries?** Reading 1: The World in a City Reading 2: Immigrants Stories	9
3	**Unit3:** **Why is vacation important?** Reading 1: Vacation policy Reading 2: Managing life and work with Dr. Sanders	9
4	**Unit4:** **What makes you laugh?** Reading 1: What is laughter? Reading 2: Laugh more and stress less	9
5	**Unit5:** **How do sports make you feel?** Reading 1: A Super Soccer Fan Reading 2: The History of Soccer	9
6	**Unit6:** **How much information do people need?** Reading 1: Too much information, Too many choices Reading 2: Making Medical Decisions	9
7	**Unit7:** **How are Children and Adults different?** Reading 1: What is an Adult? Reading 2: Becoming an Adult	9
8	**Unit 8:** **What are you afraid of?**	9

	Reading 1: A Dangerous World?		
	Reading 2: Can We Trust Our Fears?		
	Total		72

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**		
1.1	Define key words and phrases in reading comprehensions.	Lecture Discussion Classwork	Final exam Midterm exams Home assignments
1.2	Identify the main components of reading comprehensions.	Lecture Discussion Classwork	Final exam Midterm exams Home assignments
1.3	List reading skills and strategies in reading comprehensions.	Lecture Discussion Classwork	Final exam Midterm exams Home assignments
2.0	**Skills**		
2.1	Differentiate thinking and reading skills across reading comprehensions.	Lecture Discussion Classwork	Final exam Midterm exams Home assignments
2.2	Analyze reading comprehensions lexically, grammatically and topically.	Lecture Discussion Classwork	Final exam Midterm exams Home assignments
2.3	Synthesize legible handwritings based on reading and writing skills.	Lecture Discussion Classwork	Final exam Midterm exams Home assignments
3.0	**Values**		
3.1	Implement reading skills in spoken interaction and written communication.	Role-play Cooperative learning	Assignments Presentation
3.2	Read fluently, accurately, collectively and ethically.	Role-play Cooperative learning	Assignments Presentation
3.3	Adapt teamwork skills in communicative readings.	Role-play Cooperative learning	Assignments Presentation

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Midterm exams	5/8	30%
2	Quizzes	6/9	10%
3	Assignments	12	10%
4	Final	13	50%
	Total		**100**

*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 :

All the faculty are required to assign **six** hours per week as office hours for students' consultation and guidance. Students are informed at the beginning of the classes about the office hours.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbook	Lynn, S. (2016). Q: skills for success, reading & writing. Special Edition (2nd ed.). Oxford: Oxford University Press.
Essential References Materials	Teacher provided learning materials.
Electronic Materials	https://iqse.ouponlinepractice.com/auth/index www.englishclub.com www.englishforeveryone.com www.myenglishpages.com
Other Learning Materials	Digital Content/iQ online for the purpose of additional practice.

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Lecture halls with seats for 35 students at least. • Built-in electronic teaching stations (Podiums). • Pull-down screens.
Technology Resources (AV, data show, Smart Board, software, etc.)	• Smart boards and high-definition electronic projectors. • Latest computers with software and hardware. • Wireless Internet. • Sound system with wireless microphones. • Ceiling or wall-mounting speakers.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	• Mini lending library. • Foreign language reading material. • Local and international newspapers. • Language learning Studios. • Guide-books, dictionaries, and periodicals. • Electronic projector.

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Student feedback	Students	Direct questionnaires
Student Council feedback	Vice-dean	Direct questionnaires
Colleagues' feedback	Colleagues	Indirect opinionnaires
Departmental Chair's report	Chairman	Direct annual report

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Student feedback	Students	Direct questionnaires
Student Council feedback	Vice-dean	Direct questionnaires
Colleagues' feedback	Colleagues	Indirect opinionnaires
Departmental Chair's report	Chairman	Direct annual report
Meetings	Students	Indirect opinionnaires
DDQ's feedback	DDQ & NCAAA	Direct evaluation forms

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	
Reference No.	
Date	