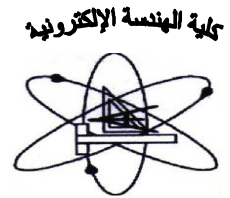


Department offering the program: Electronics and Electrical Communications Engineering

Department offering the course:

Course Specification

1- Course basic information :		
Course Code: UR 227	Course Title: Report Writing	Academic year: 2015-2016 Level (2) – Semester (2 nd)
Department requirement	Teaching hours: Lecture [2] Tutorial [2] Lab[]	
2- Objectives of the course		
3- Intended Learning Outcomes:		Course ILOs
A- Knowledge and		
B- Intellectual		
C -		
D- General Skills		
4- Course Contents	Development of oral proficiency and writing skills through communication groups and free- writing exercises. Expression forms, figures, tables and equations. Texts. Scientific reports. Thesis. Presentations. Audio-visual aids. Oral presentations. Curriculum Vitae. Word processing.	
5- Teaching and Learning Methods	- Lectures - Tutorials - Laboratory - Research assignments	
6- Teaching and Learning Methods	1-Assign a portion of the office hours for those students. 2- Give them specific tasks.	

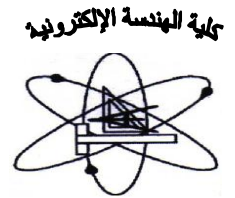


for disable students	3- Repeat the explanation of some of the material and tutorials. 4- Assign a teaching assistance to follow up the performance of this group of students.
7- Student Assessment	
a- Assessment Methods	- Weekly sheet exercises at class room - Quizzes - Labs - Projects - Midterm, and final exams
b- Assessment Schedule	- Exercise sheet/ Lab assignment : Weekly - Quizz-1: Week no 4 - Mid-Term exam: Week no 8 - Quizz.2: Week no 11 - Lab exam: Week no 15 - Final – term examination: Week no 16
c- Weighting of Assessment	- Class tutorial and quizzes : 10% - Mid-term examination: 20% - Oral and practical exam: - Final – term examination: 70 % Total 100%
8- List of text books and references:	
a- Course notes	There are lectures notes prepared in the form of a book authorized by the department.
b- Text books	
c- Recommended books	
d- Periodicals, Web sitesetc	

Course contents - ILOs Matrix

Content Topics	Week	A- Knowledge & Understanding	B- Intellectual skills	C- Professional and practical skills	D- General and transferable skills

Teaching and Learning Methods - ILOs Matrix



Teaching and Learning Methods	A- Knowledge & Understanding	B- Intellectual skills	C- Professional and practical skills	D- General and transferable skills
Lectures				
Tutorials				
Exercises				
Labs and/or case studies				
Reports and assignments				

Assessment Methods - ILOs Matrix

Assessment Methods	A- Knowledge & Understanding	B- Intellectual skills	C- Professional and practical skills	D- General and transferable skills
Weekly sheet exercises				
Reports				
Quizzes				
Laboratory exam				
Midterm, and Final Written exams				

Authorized from department board at 15/05/2016

Authorized from college board at 05/06/2016

Course coordinator:
Dr. Ahmed Shouman

Head of Department:
Prof. Fathi El-Sayed Abd El-Samie

Dr.
Date: / /