# Course Syllabus

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| 1 | **Course Title and Course Code / Number, Credit hours (or equivalent), pre-requisites (if any), co-requisites (if any)** |
|  | **Program**  |  |
|  | **Course Title** |  |
| **Course Code** |  |
| **Credit Hours** |  |
| **Contact Hours** |  |
| **Pre-requisites** |  |
| **Co-requisites** |  |
| **Academic Year** |  |
| **Semester (Fall/Spring)** |  |
|  |
| 2 | **Name and contact information of the Instructor(s)** |
|  | **Name of the Instructor** |  |
| **Qualifications** |  |
| **Contact information** |  |
|  | **Name of the Instructor** |  |
| **Qualifications** |  |
| **Contact information** |  |
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| 3 | **Brief Course Description (as in Catalog):** |
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| 4 | **Intended Course Learning Outcomes of the Course:** |
|  | **Upon completion of the course, the student will be able to:** |
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| 5 | **Course Topics and Contents on a week-by-week basis:** |
| **Week** | **Course Topics and Contents** |
| **1** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **2** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **3** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **4** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **5** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **6** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **7** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **8** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **9** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **10** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **11** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **12** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **13** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **14** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
| **15** | **Topic** |  |
| **Content** |  |
| **Learning outcomes** |  |
| Reading materials |  |
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| 6 | **Scheduling of laboratory, studio, external visits and other non-lecture sessions** |
| **Week** | **Session** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |
| 6 |  |
| 7 |  |
| 8 |  |
| 9 |  |
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| 12 |  |
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| 14 |  |
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| 7 | **Information on out-of-class assignments with due dates for submission**  |
| **Out-of-class assignments** | **Due Dates for Submission (Week No.)** |
| 1 |  |  |
| 2 |  |  |

|  |  |
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| 8 | **Methods and dates of examinations and other student assessments including the relative weight of various assessment elements in determining the course grade:** |
| **Formative Assessment:** |
| **Assessment Elements** | **Relative Weight of Assessment Elements** | **Week No.** |
|  |  |  |
| **Summative Assessment:** |
| **Assessment Elements** | **Relative Weight of Assessment Elements** | **Week No.** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Total** | **100%** |  |

**Grading:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Classification** | **Marks Scored (Percentage)** | **Grade** | **Grade Value** |
| Pass |  |  |  |
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|  Fail |  |  |  |

**Attendance Policy:**

Attendance for all the academic sessions is compulsory and students with shortage of attendance will not be allowed to appear for the End Semester / Professional examinations. If the attendance is less than 80% in any of the course the grade F (Fail) shall be entered in the transcript.

**Student Academic Dishonesty Policy**: A student must not use or attempt to use unauthorized assistance, materials, information, or study aids in any academic exercise, including, but not limited to external assistance in professional or any “in course” examination; this prohibition shall include:

* + - Use of books, notes, mobiles, students’ crosstalk, etc.
		- Use of another person as a substitute in the examination
		- Stealing examination materials or other source material
		- Use of any unauthorized assistance in a laboratory, or in fieldwork
		- Altering the marks awarded in anyway.
		- Claiming as his/her own, work done by others, or completed in collaboration with others.

**Plagiarism Policy**: A student shall not adopt or reproduce ideas, words, or statements of another person without appropriate acknowledgement.

**Turnaround time for grading and giving feedback on exams and assignments:** one week from the exam time or the deadline of each assignment.

**Complaint:** for any complaint related to the course, use the following link: <https://form.jotform.com/210153801785048>.

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| 9 | **Teaching and learning methodologies, including any use of online instruction:** |
| 1. |  |
| 2. |  |
| 3. |  |

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| 10 | **Course texts and recommended readings** |
| **Course Texts:** |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| **Recommended Readings:** |
| 1. |  |
| 2. |  |
| 3 |  |
| 4 |  |
| 5 |  |

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| 11 | **Course Completion Requirements**  |
| Sl. No. | Description |
| 1. |  |
| 2. |  |
| 3. |  |

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| 12 | **Rubrics of Assessment Elements** |

**Assignment Evaluation Form**

Student ID:\_\_\_\_\_\_\_\_\_\_\_\_ Name of Student:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Topic: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_

Please Tick- √” 5= Excellent 4 =Very Good; 3=good; 2= Fair; 1=Unsatisfactory; 0=poor

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| --- | --- | --- | --- | --- | --- | --- |
| Item | 5 | 4 | 3 | 2 | 1 | 0 |
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| Total |  |

Any other comment

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Signature of Faculty: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CLASS TEST(S)**

|  |  |
| --- | --- |
| **Duration** |  |
| **Marks** |  |
| **Type of Questions** |  |
|  |

**MIDSEMESTER EXMAINATION**

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| --- | --- |
| **Duration** |  |
| **Marks** |  |
| **Type of Questions** |  |
|  |

**ENDSEMESTER EXMAINATION**

|  |  |
| --- | --- |
| **Duration** |  |
| **Marks** |  |
| **Type of Questions** |  |
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**Alignment of Teaching and Assessment Methods to CLOs**

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| --- | --- | --- | --- |
| **Sl. No.** | **Course Learning Outcomes** | **Teaching / Learning Activity(ies)** | **Assessment Method(s)** |
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**Alignment of CLOs to PLOs**

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| **Sl. No.** | **Course Learning Outcomes** | **Program Learning Outcomes** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| A – KNOWLEDGE B - SKILLSC – COMPETENCIES C1 Autonomy and responsibility C2 Self development C3 Role in context  | Decide how much a course contributes to the overall program outcomes**Partial Addressed (P)****Fully Addressed (F)** |