MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	**Computer principles١**	**Module Delivery**	
Module Type	**Core**	☒ **Theory** ☐ **Lecture** ☐ **Lab** ☐ **Tutorial** ☒ **Practical** ☐ **Seminar**	
Module Code	**NTU102**		
ECTS Credits	**2**		
SWL (hr/sem)	**90**		
Module Level	2	**Semester of Delivery**	1
Administering Department	Legal management techniques	**College**	Technical Management Institute - Nineveh
Module Leader	Mohamed Khaled	**e-mail**	
Module Leader's Acad. Title	Assistant Lecturer	**Module Leader's Qualification**	master
Module Tutor		**e-mail**	
Peer Reviewer Name	Name	**e-mail**	E-mail
Scientific Committee Approval Date	9/04/2023	**Version Number**	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الاخرى			
Prerequisite module	None	**Semester**	
Co-requisites module	None	**Semester**	

Module Aims, Learning Outcomes and Indicative Contents
اهداف المادة الدراسية ونتائج التعلم والمحتويات الارشادية

Module Aims اهداف المادة الدراسية	1. The course aims to introduce the student to the computer system and its main components (hardware, software) and associated programs and accessories. 2. Developing students' concepts in the field of computers. 3. Acquire the technical skills necessary to operate devices and apply programs. 4. Identify the types of programming languages. 5. Work on the student's familiarization with the parts of the calculator and the function of each part. 6. In addition to the student's proficiency in using a number of basic applications, such as the operating system 7. Developing students' mental abilities.
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	1. Keeping pace with developments in the technical field 2. Access to everything useful related to the field of computers and electronics 3. Ease of use and dealing with the Windows 10 operating system, which is considered one of the latest versions of computer operating systems. 4. Enabling the average user using the Microsoft Office Word word processor to work with documents, perform advanced text formatting, and prepare outputs professionally. 5. Developing students' abilities to share ideas

Indicative Contents المحتويات الارشادية	Indicative content includes the following. • Introduction: It contains a description of the course and an introductory video for the course in general. • Learning outcomes: show what the student will achieve after studying the course. • Educational units: It contains the educational material for the course and each educational unit is divided into topics. • Studying the course: The student's role in studying this course and the tasks required of him to successfully pass the course are determined. • Evaluation and grades: shows the mechanism for evaluating the course and distributing grades. • Final evaluation: It is a final self-test to measure the extent to which the student has achieved the learning outcomes. • User Guide: Explains to students the mechanism for interacting with the course and electronic content.

Learning and Teaching Strategies

استيراتيجيات التعليم والتعلم

Strategies	1. Giving lectures and explaining the scientific and practical material to students in detail 2. Education in laboratories to acquire scientific and practical skills 3. Student groups 4. Discussion and dialogue about vocabulary related to the topic

Student Workload (SWL)

الحمل الدراسي للطالب محسوب محسوب ل١٥ اسبوع

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل		Structured SWL (h/w) الحمل الدراسي المنتظم للطالب خلال الاسبوع	
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل		Unstructured SWL (h/w) الحمل الدراسي غيرا لمنتظم للطالب خلال الاسبوع	
Total SWL (h/sem) الحمل الدراسي لكل طالب خلال الفصل			

Module Evaluation				
تقييم المادة الدراسية				
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	10% (10)	3,7	
	Assignments	1	20% (20)	5	
Summative assessment	Midterm Exam	2hr	20% (20)	11	
	Final Exam	3hr	50% (50)	16	
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)	
المنهاج الاسبوعي النظري	
	Material Covered
Week 1	Introduction to computers
Week 2	Introduction to Windows
Week 3	Taskbar
Week ٤	Units for entering electronic information into computers
Week 5	Electronic information output units in computers
Week 6	The mouse, its definition and uses
Week 7	Features of computer systems
Week ٨	Trash can in electronic calculator
Week 9	Electronic information storage tools
Week ١٠	Specifications of basic parts in electronic computers
Week 11	Operational programs
Week 12	Electronic files and dealing with them
Week 13	Service programs
Week 14	Types of electronic viruses
Week 15	Protection from electronic viruses

Learning and Teaching Resources		
مصادر التعلم والتدريس		
		Available in the Library?
Required Texts		
Recommended Texts		
Websites	Eng. M. Abou Alela, windows 10	

Grading Scheme
مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	**A -** Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 – 49)	**FX** – Fail	راسب قيد المعالجة	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.