Course Specifications

Course Title:	Intensive English 1 (A1)
Course Code:	ACE 101
Program:	Diploma Program
Unit:	English Language Unit (ELU)
College:	The Applied College (KAU-AC)
Institution:	King Abdulaziz University, Jeddah

Table of Contents

A. Course Identification

1. Credit hours: 4
2. Course type **a.** University [X] College [ ] Department [ ] Others [ ] **b.** Required [X] Elective [ ]
3. Level/year at which this course is offered: First Quarter / First Year Students
4. Prerequisites for this course (if any)**:** N/A
5. Co-requisites for this course (if any)**: N/A**

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**	15	100%
2	**Blended**		
3	**E-learning**		
4	**Correspondence**		

No	Mode of Instruction	Contact Hours	Percentage
5	**Other**		

7. Actual Learning Hours (based on academic semester)

No	Activity	Learning Hours
Contact Hours: 15 hours/ week		
1	**Lecture**	12 hrs/week
2	**Laboratory/Studio**	2/week
3	**Tutorial**	1 hr/week
4	**Others** (specify)	
	Total	15 hrs/week
Other Learning Hours*		
1	**Study**	N/A
2	**Assignments**	N/A
3	**Library**	N/A
4	**Projects/Research Essays/Theses**	N/A
5	**Others** (specify)	N/A
	Total	N/A

* The length of time that a learner takes to complete learning activities that lead to achievement of course learning outcomes, such as study time, homework assignments, projects, preparing presentations, library times

B. Course Objectives and Learning Outcomes

1. Course Description

This course has been designed to expose students to use English for everyday purposes related to work, school and social life. It provides students with opportunities to combine both meaning and effectiveness of learning in authentic environments. The course also takes an approach to broaden students' horizon by personalizing the target language. Then, students become able toexpress themselves with their opinions and ideas using enjoyable and useful topics, communicative functions, and grammar as a means to achieve proficiency in the use of English.

2. Course Main Objective

1. Read an article/paragraph and indicate comprehension by answering questions in different ways such as: completing a true or false, MCQs, matching, short answers (whichever applicable), and finally writing a similar paragraph on some topics

2. Learn vocabulary and develop skills to use those target words. The learners learn such items through word maps and collocation exercises so they can make use of the context

3. Listen to model conversations that include listening for gist, details, structures and inferring meaning from context.

4. Prepare presentations individually and in groups. This will be part of the learning tasks likely to enable their skills and facilitate them to communicate with others in different situations.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge:**	
1.1	By the end of the course, the student will be able to: Introduce himself using the target language,	
1.2	Know words and their multiple meanings as nouns, verbs etc.	
1.3	Develop cognitive skills following different sources, material and examples	
2	**Skills :**	
2.1	Teaching strategies to be used to develop these cognitive skills	
2.2	Teaching comprehension through classroom instruction as well as demonstration and role playing.	
2.3	The resources used for knowledge development can be used for cognitive development of skills as well.	
2...		
3	**Competence:**	
3.1	Be able to describe people, objects, places etc…	
3.2	Categorize things with reasons	

C. Course Content

No	List of Topics	Contact Hours
1	Hello	15
2	Holidays	15
3	Family & Friends - Cities	30
4	My things - we love it!	30
5	Daily Life - Work and Study	30
6	Travel -	15
7	Famous people	15
8	True stories	15
9	The Weekend - IELTS Practice Test	15
Total		180

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**		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.1	**By the end of the course, the students will be able to:** Demonstrate basic grammar, vocabulary and skills usages.	**Teaching strategies to be used to develop that knowledge:** E-Learning resources i.e. Blackboard, lecturing, using whiteboard, pictures, charts, videos, data show, PowerPoint presentations, class discussions, pair work, group work, students projects, internet exercises, homework assignments, class presentations, and more. .	**Methods of assessment of knowledge acquired:** Class participation and discussion, assignments, students' presentations of course topics, quizzes, mid-term and final exams.
1.2	Demonstrate Practicing the knowledge gained through the learning material in the classrooms	Teaching strategies to be used to develop these cognitive skills Teaching comprehension through classroom instruction as well as demonstration and role playing.	Methods of assessment of students cognitive skills Class participation and discussion, assignments, students' presentations of course topics, quizzes, mid-term and final exams.
1.3	Develop their understanding of the systematic relationship between lexical structures and producing them through guided writing or speaking activities. In short, the target learners will be able to learn and practice as to how to use language in both the written and spoken mode of communication.	The resources used for knowledge development can be used for cognitive development of skills as well.	Methods of assessment of students' cognitive skills Class participation and discussion, assignments, students' presentations of course topic, quizzes, mid-term and final exams.
2.0	**Skills**		
2.1	Description of the interpersonal skills and capacity to carry responsibility to be developed	Teaching strategies to be used to develop these skills and abilities will be the main mode of the teaching.	Methods of assessment of students' interpersonal skills and capacity to carry responsibility
2.2	Using language among the peers, with the teacher, in the classroom, at important public places. Learning	Demonstration, actual role playing, contextual use and over all expression	Class participation and discussion, assignments, students' presentations of course

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
	polite manners and specific ways to use the language in a given context		topics, quizzes, mid-term and final exam.
3.0	**Competence**		
3.1	Description of the skills to be developed in this domain. Telling the relevance of the modern and sophisticated information technology and learning to use them in appropriate manner for educational development.	Teaching strategies to be used to develop these skills Using technology in general and media (internet.. etc) in particular that help learners to acquire a foreign language like English.	Methods of assessment of students' interpersonal skills and capacity to carry responsibility
3.2	Description of the psychomotor skills to be developed and the level of performance required Active use of language labs, computers and other media technology that JCC has already provided for better output.	Teaching strategies to be used to develop these skills Media use, role playing, lecturing, using board, data show, PowerPoint presentations, class discussions, group work, students projects, internet exercises, homework assignments, class presentations, and more.	Class participation and discussion, assignments, students' presentations of course topics, quizzes, mid-term and final exam.

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Grammar & Vocabulary Quizzes		
2	Listening Quizzes		
3	Reading & Writing Quizzes		
4	First periodic exam (Grammar/Voc. & R/W)		
5	Second periodic exam (Grammar/Voc. & R/W)		
6	Listening & Speaking Tests		
7	Final exam (Grammar/Voc. & R/W)		

***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:

Counseling Services are available to support all the students. All Instructors are within reach of the students (via Zoom, by phone, WhatsApp, Blackboard, Google classroom or through email).

Instructors are available during the normal hours (8:00 a.m. to 2:00 p.m.) Sunday through Thursday on campus.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Life A1 Beginner: **National Geographic Learning (NGL)** AUTHORS: **John Hughes; Paul Dummett; Helen Stephenson**
Essential References Materials	N/A
Electronic Materials	Blackboard, BB Ultra Virtual Classroom, online learning resources through YouTube and other social media are utilized
Other Learning Materials	https://www.ngllife.com/student-zone https://www.ngllife.com/content/test-centre

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	More Language Labs are required. E-classrooms need to be set up
Technology Resources (AV, data show, Smart Board, software, etc.)	Use of smart board and sophisticated software for learning a language
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	-

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Extent of achieving learning outcomes	Assessment by teachers using students' oral, written and presentation	Marking oral, written and presentation of work by teachers directly

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	English Language Unit (ELU)
Reference No.	
Date	17-4-2022

Course Specifications

Course Title:	Intensive English 3 (B1)
Course Code:	ACE 103
Program:	Diploma Program
Unit:	English Language Unit (ELU)
College:	The Applied College (TAC-KAU)
Institution:	King Abdulaziz University, Jeddah

Table of Contents

A. Course Identification

1. Credit hours: 4
2. Course type **a.** University [X] College [ ] Department [ ] Others [ ] **b.** Required [X] Elective [ ]
3. Level/year at which this course is offered: Third Quarter / First Year Students
4. Pre-requisites for this course (if any)**:** Intensive English Course 1 (**ACE 101**), Intensive English Course 2 (**ACE 102**).
5. Co-requisites for this course (if any)**: N/A**

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**	9	100%
3	**E-learning**		
4	**Correspondence**		
5	**Other**		

7. Actual Learning Hours (based on academic semester)

No	Activity	Learning Hours
Contact Hours: 1 hour/ week		
1	**Lecture**	1h/ per week
2	**Laboratory/Studio**	N/A
3	**Tutorial**	N/A
4	**Others** (specify)	
	Total	1 hour per week
Other Learning Hours*		
1	**Study**	N/A
2	**Assignments**	N/A
3	**Library**	N/A
4	**Projects/Research Essays/Theses**	N/A
5	**Others** (specify)	N/A
	Total	N/A

* The length of time that a learner takes to complete learning activities that lead to achievement of course learning outcomes, such as study time, homework assignments, projects, preparing presentations, library times

B. Course Objectives and Learning Outcomes

1. Course Description

This course is intensive in nature which follows the multi-skills syllabus in which components of the course are linked. It covers the four skills of listening, speaking, reading, and writing as well as improving pronunciations and vocabulary building.

This course has been designed to expose students to use more advanced English for everyday communicative purposes related to workplace and social life. It provides students with an opportunity to combine both meaning and effectiveness of learning in an authentic and interactive learning environment. This approach broadens their horizon making them personalize the target language. They also express themselves with their opinions and ideas using enjoyable and useful topics for communicative functions, and grammar as a means to achieve accuracy and later proficiency in the target language

Upon finishing the English B1-coursework, students must be able to develop language proficiency by which he can be an independent user. In addition, in order to train them for workplace English, the selection of materials need to be done in accordance with the intended goal(s).

2. Course Main Objectives

By the end of the course, the learners will be able to be good at :

*** Language and Vocabulary**

- demonstrate a sufficient vocabulary to express him/herself with some circumlocutions on most topics pertinent to his/her everyday life such as family, hobbies and interests, work, travel, and current events;
- communicates with reasonable accuracy in familiar contexts; generally good control though with noticeable mother tongue influence;
- use reasonably accurately a repertoire of frequently used 'routines' and patterns associated with more predictable situations.

*** Listening:**

- understand straightforward factual information about common everyday or job related topics, identifying both general messages and specific details, provided speech is clearly articulated in a generally familiar accent;

*** Reading:**

- read straightforward factual texts on subjects related to his/her interests and professional field with a satisfactory level of comprehension;

*** Speaking:**

- enter unprepared into conversations on familiar topics;
- reasonably fluently sustain a straightforward description of one of a variety of subjects within his/ her field of interest, presenting it as a linear sequence of points;

*** Writing**

- write notes conveying simple information of immediate relevance to friends, service people, teachers and others who feature in his/her everyday life, getting across comprehensibly the points he/she feels are important;
- write straightforward connected texts on a range of familiar subjects within his/her field of interest, by linking a series of shorter discrete elements into a linear sequence;
- write very brief, reports to a standard conventionalised format, which pass on routine factual information and state reasons for actions.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge:**	
1.1	*By the end of the course, the student will be able to:* understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure etc., including short narratives;	
1.2	understand the information content of the majority of recorded or broadcast audio material on topics of personal interest delivered in clear standard speech;	
1.3	understand the main points of radio news bulletins and simpler recorded material about familiar subjects delivered relatively slowly and clearly;	
1.4	catch the main points in TV programmes on familiar topics when the delivery is relatively slow and clear;	
1.5	understand basic types of standard routine letters and faxes on familiar topics;	
1.6	appreciate the processes and institutions of socialization in his or her own culture and in his or her interlocutor's culture;	
1.7	understand the institutions, and perceptions of them, which affect daily life within one's own and in one's interlocutor's culture and which conduct and influence relationships between them;	
1.8	interpret and understand other's perspectives;	
1.9	interpret and relate a document or event from another culture;	
1.10	manage successfully across cultures.	
2	**Skills :**	
2.1	*By the end of the course, the student will be able to:* find and understand relevant information in everyday material, such as letters, brochures and short official documents;	
2.2	identify the main conclusions in clearly signalled argumentative texts;	
2.3	recognise the line of argument in the treatment of the issue presented, though not necessarily in detail;	
2.4	enter unprepared into conversation of familiar topics, express personal opinions and exchange information on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events);	
2.5	communicate with some confidence on familiar routine and non-routine matters related to his/her interests and professional field;	
2.6	exchange, check and confirm information, deal with less routine situations and explain why something is a problem;	
2.7	express thoughts on more abstract, cultural topics such as films, books, music etc.;	
2.8	find out and pass on straightforward factual information;	
2.9	exchange, check and confirm accumulated factual information on familiar routine and non-routine matters within his/her field with some confidence;	
2.10	describe how to do something, giving detailed instructions;	
2.11	ask for and follow detailed directions;	

CLOs		Aligned PLOs
2.13	carry out a prepared interview, checking and confirming information, though he/she may occasionally have to ask for repetition if the other person's response is rapid or extended;	
2.14	scan longer texts in order to locate desired information, and gather information from different parts of a text, or from different texts in order to fulfil a specific task;	
2.15	reasonably fluently relate a straightforward narrative or description as a linear sequence of points;	
2.16	give detailed accounts of experiences, describing feelings and reactions;	
2.17	describe events, real or imagined.	
2.18	give straightforward descriptions on a variety of familiar subjects within his/her field of interest;	
2.19	describe dreams, hopes and ambitions;	
2.20	narrate a story;	
2.21	briefly give reasons and explanations for opinions, plans and actions;	
2.22	give a prepared straightforward presentation on a familiar topic within his/her field which is clear enough to be followed without difficulty most of the time, and in which the main points are explained with reasonable precision;	
2.23	write straightforward, detailed descriptions on a range of familiar subjects within his/her field of interest;	
2.24	write a description of an event, a recent trip – real or imagined;	
2.25	write short, simple essays on topics of interest;	
2.26	summarise, report and give his/her opinion about accumulated factual information on familiar routine and non-routine matters within his/her field with some confidence;	
2.27	show good control of elementary vocabulary but major errors still occur when expressing more complex thoughts or handling unfamiliar topics and situations;	
2.28	show a clearly intelligible pronunciation even if a foreign accent is sometimes evident and occasional mispronunciations occur;	
2.29	produce continuous writing, which is generally intelligible throughout;	
2.30	use accurate spelling, punctuation and layout;	
2.31	perform and respond to a wide range of language functions, using their most common exponents in a neutral register;	
2.32	use a prepared questionnaire to carry out a structured interview, with some spontaneous follow up questions;	
2.33	maintain a conversation or discussion but may sometimes be difficult to follow when trying to say exactly what he/she would like to.	
3	**Attitudes:**	
3.1	*By the end of the course, the student will be able to:* express and respond adequately to feelings such as surprise, happiness, sadness, interest and indifference;	
3.2	follow much of what is said around him/her on general topics, and give or seek personal views and opinions in discussing topics of interest;	

CLOs		Aligned PLOs
3.3	express his/her thoughts about abstract or cultural topics such as music, films;	
3.4	make his/her opinions and reactions understood as regards solutions to problems or practical questions of where to go, what to do, how to organise an event;	
3.5	express belief, opinion, agreement and disagreement politely;	
3.6	explain why something is a problem, discuss what to do next, compare and contrast alternatives, and give brief comments on the views of others;	
3.7	make his/her opinions and reactions understood as regards possible solutions or the question of what to do next, giving brief reasons and explanations, and invite others to give their views on how to proceed;	
3.8	cope with diverse feelings (e.g., uneasiness, uncertainty, ambiguity, frustration, anger, ethnocentrism,) triggered by unknown cultural settings and preventing them from automatically determining one's actions or interpretations of behaviour or events;	
3.9	willing to seek out or take up opportunities to engage with otherness in a relationship of equality, distinct from seeking out the exotic or to profit from others;	
3.10	show interest in discovering other perspectives on interpretation of familiar and unfamiliar phenomena both in one's own and in other cultures and cultural practices.	

C. Course Content

No	List of Topics	Contact Hours
1	**Lifestyle**	1
2	**Competitions**	1
3	**Transport**	1
4-5	**Challenges - The environment**	1
6	**Stages in life**	1
7	**Work**	1
8	**Technology**	1
9-10	**Holidays Products**	1
11-12	**History - Nature**	1
Total		09

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**		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.1	**By the end of the course, the students will be able to:** Demonstrate using basic grammar, vocabulary and skills based on the material available in the prescribed text.	**Teaching strategies to be used to develop that knowledge:** E-Learning resources i.e. Blackboard, lecturing, using board, pictures, charts, videos, data show, PowerPoint presentations, class discussions, pair work, group work, students projects, internet exercises, homework assignments, class presentations, and more. Presently using virtual classrooms through Blackboard Ultra in pandemic environment. Zoom and Google Classrooms were also utilized.	**Methods of assessment of knowledge acquired:** Class participation and discussion, assignments, students' presentations of course topics, quizzses, mid-term and final exams.
1.2	Demonstrate the practicing knowledge gained through the learning material in the classrooms	Teaching strategies to be used to develop these cognitive skills Teaching comprehension through classroom instruction as well as demonstration and role playing.	Methods of assessment of students cognitive skills Class participation and discussion, assignments, students' presentations of course topics, quizzes, mid-term and final exams.
1.3	Develop their understanding of the systematic relationship between lexical structures and producing them through guided writing or speaking activities. In short, the target learners will be able to learn and practice as to how to use language in both the written and spoken mode of communication.	The resources used for knowledge development can be used for cognitive development of skills as well.	Methods of assessment of students' cognitive skills Class participation and discussion, assignments, students' presentations of course topic, quizzes, mid-term and final exams.
2.0	**Skills**		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
2.1	Description of the interpersonal skills and capacity to carry responsibility to be developed	Teaching strategies to be used to develop these skills and abilities will be the main mode of the teaching.	Methods of assessment of students' interpersonal skills and capacity to carry responsibility
2.2	Using language among the peers, with the teacher, in the classroom, at important public places. Learning polite manners and specific ways to use the language in a given context	Demonstration, actual role playing, contextual use and over all expression	Class participation and discussion, assignments, students' presentations of course topics, quizzes, mid-term and final exams.
3.0	**Competence**		
3.1	Description of the skills to be developed in this domain. Telling the relevance of the modern and sophisticated information technology and learning to use them in appropriate manner for educational development.	Teaching strategies to be used to develop these skills Using technology in general and media (internet.. etc) in particular that help learners to acquire a foreign language like English.	Methods of assessment of students' interpersonal skills and capacity to carry responsibility
3.2	Description of the psychomotor skills to be developed and the level of performance required Active use of language labs, computers and other media technology that JCC has already provided for better output.	Teaching strategies to be used to develop these skills Media use, role playing, lecturing, using board, data show, PowerPoint presentations, class discussions, group work, students projects, internet exercises, homework assignments, class presentations, and more.	Class participation and discussion, assignments, students' presentations of course topics, quizzes, mid-term and final exam.

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Grammar & Vocabulary Quizzes	Week 2, 4, 6, 8	5%
2	Listening Quizzes	Week 2, 4, 6, 8	5%
3	Reading & Writing Quizzes	Week 2, 4, 6, 8	5%

#	Assessment task*	Week Due	Percentage of Total Assessment Score
4	First periodic exam (Grammar/Voc. & R/W)		
5	Second periodic exam (Grammar/Voc. & R/W)		
6	Listening & Speaking Tests		
7	Final exam (Grammar/Voc. & R/W)		

***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:
Counseling Services are available to support all the students. All Instructors are within reach of the students (via Zoom, by phone, WhatsApp, Blackboard, Google classroom or through email).

Instructors are available during the normal hours (8:00 a.m. to 2:00 p.m.) Sunday through Thursday on campus.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Life 3 (American English): Low-Intermediate (US) / B1 National Geographic Learning (NGL) AUTHORS: John Hughes; Paul Dummett; Helen Stephenson
Essential References Materials	N/A
Electronic Materials	Blackboard, BB Ultra Virtual Classroom, online learning resources through YouTube and other social media are utilized
Other Learning Materials	https://www.ngllife.com/student-zone https://www.ngllife.com/content/test-centre

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	More Language Labs are required. E-classrooms need to be set up
Technology Resources (AV, data show, Smart Board, software, etc.)	Use of smart board and sophisticated software for learning a language
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	-

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Extent of achieving learning outcomes	Assessment by teachers using students' oral, written and presentation	Marking oral, written and presentation of work by teachers directly

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	English Language Unit (ELU)
Reference No.	
Date	17-4-2022

Course Specifications

Course Title:	**Art of Communication Skills**
Course Code:	**ACG 121**
Program:	**Optional Course**
Department:	**General Required Courses (GRC)**
College:	**The Applied College**
Institution:	**King Abdulaziz University (KAU)**

Table of Contents

A. Course Identification

1. Credit hours: 4
2. Course type **a.** University ☐ College ☐ Department ☐ Others ☐ **b.** Required ☐ Elective ☑
3. Level/year at which this course is offered: 1st or 2nd year
4. Pre-requisites for this course (if any)**:** N/A
5. Co-requisites for this course (if any)**:** N/A

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	15 h/ quarter	100%
4	**Correspondence**		
5	**Other**		

7. Actual Learning Hours (based on academic semester)

No	Activity	Learning Hours
Contact Hours		
1	**Lecture**	15
2	**Laboratory/Studio**	
3	**Tutorial**	
4	**Others** (specify) Students' presentations, group work and discussions	
	Total	15
Other Learning Hours*		
1	**Study**	15
2	**Assignments**	5
3	**Library**	5
4	**Projects/Research Essays/Theses**	
5	**Others** (specify) Practical work such as delivering presentations, writing personal goals and self-improvement plans and reflections, Resumes (CVs) and persuasive arguments, group work and discussions	10
	Total	50

* The length of time that a learner takes to complete learning activities that lead to achievement of course learning outcomes, such as study time, homework assignments, projects, preparing presentations, library times

B. Course Objectives and Learning Outcomes

1. Course Description

This course introduces students to human communications in terms of concept, significance, elements, characteristics, obstacles and types. It also helps them to discover and evaluate themselves and personality. Sending and Receiving skills including reading and writing, verbal and non-verbal communication and skills are also taught in this course. Dialogue, debates and persuasion skills are introduced to the students as well. Finally, communication skills needed for and at workplace is an important part of this course including job application, CV writing and interview skills.

2. Course Main Objective

This course is designed to help students:

1-to be introduced to human communications in terms of concept, significance, elements, characteristics, obstacles and types.
2-to gain prerequisite skills for introducing themselves and their thoughts with the most efficiency pathways.
3-to gain skills and capacities necessary for them to have a good ear for dialogue with others.
4-to be introduced to reading methods and how to gain its skills.
5-to develop verbal and non – verbal communication skills.
6-to gain dialogue and persuasion skills.
7-to be introduced to communication types in work environment as well as acquiring communication skills efficiently in such environments.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge:**	
Upon completion of this course, students should have the knowledge and understanding of:		
1.1	The concept of Communication Skills and its process, importance, elements, types, attributes and obstacles.	✓
1.2	Self-Communications, its significance and methods.	✓
1.3	The required skills for effective listening and reading	✓
1.4	The required skills for effective speaking and writing	✓
1.5	The concept and ways of effective non-verbal communication	✓
1.6	The effective ways of discussion, negotiation and persuasion	✓
1.7	Writing a professional cover letter and CV and conducting a job interview	✓
2	**Skills:**	
Upon completion of this course, students should be able to:		
2.1	Explain the concept of Communication Skills and its process, importance, elements, types, attributes and obstacles.	✓
2.2	Identify Self-Communications, its significance and methods.	✓
2.3	Specify the required skills for effective listening and reading	✓
2.4	Specify the required skills for effective speaking and writing	✓
2.5	Understand the concept and ways of effective non-verbal communication	✓
2.6	Recognize the effective ways of discussion, negotiation and persuasion	✓

CLOs		Aligned PLOs
2.7	Differentiate between professional examples of written CVs, cover letters and successful job interviews on the one hand and the poor examples of the same on the other hand.	✓
3	**Competence:**	
Upon completion of this course, students should be able to do the following:		
3.1	Demonstrate more effective ways of self-communication and self-development	✓
3.2	Communicate more effectively with others inside and outside the classroom including becoming a better listener and reader	✓
3.3	Speak in public and deliver effective presentations	✓
3.4	Put various ideas into writing format	✓
3.5	Discuss various ideas and topics, persuade and negotiate with others	✓
3.6	Write a Resume / Curriculum Vitae (CV) and a cover letter in order to apply for a job	✓
3.7	Perform professionally in a job interview	✓

C. Course Content

No	List of Topics	Contact Hours
1	Introduction to the course Introduction to Communication	1.5
2	Self-Communication	1.5
3	Receptive Skills: A-Listening Skills	1.5
4	B-Reading Skills	1.5
5	Productive Skills: A- Speaking Skills	1.5
6	B- Presentations Skills C- Writing Skills	1.5
7	Non-Verbal Communication Negotiation and Persuasion Skills	1.5
8	Communication at Work CV writing	1.5
9	Job Interviews Comprehensive Revision	1.5
	Final Exam	1.5
Total		15

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**		
Upon completion of this course, students should have the knowledge and understanding of:			

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.1	The concept of Communication Skills and its process, importance, elements, types, attributes and obstacles.	Lecturing, Blackboard (LMS), using board, data show, PowerPoint presentations, on-line videos, hosting topic experts in class, class discussions, using and evaluating articles and other authentic materials, group work, role playing, students projects, internet exercises, self-assessment, peer-review, homework assignments, class presentations, and more.	Class participation and discussion, assignments, on-line forms, students' presentations of course topics, Practical work inside and outside classroom, self-assessment, peer-evaluation, quizzes, mid-term and final exam
1.2	Self-Communications, its significance and methods.		
1.3	The required skills for effective listening and reading		
1.4	The required skills for effective speaking and writing		
1.5	The concept and ways of effective non-verbal communication		
1.6	The effective ways of discussion, negotiation and persuasion		
1.7	Writing a professional cover letter and CV and conducting a job interview		
2.0	**Skills**		
Upon completion of this course, students should be able to:			
2.1	Explain the concept of Communication Skills and its process, importance, elements, types, attributes and obstacles.	Lecturing, Blackboard (LMS), using board, data show, PowerPoint presentations, on-line videos, hosting topic experts in class, class discussions, using and evaluating articles and other authentic materials, group work, role playing, students projects, internet exercises, self-assessment, peer-review, homework assignments, class presentations, and more.	Class participation and discussion, assignments, on-line forms, students' presentations of course topics, Practical work inside and outside classroom, self-assessment, peer-evaluation, quizzes, mid-term and final exam
2.2	Identify Self-Communications, its significance and methods.		
2.3	Specify the required skills for effective listening and reading		
2.4	Specify the required skills for effective speaking and writing		
2.5	Understand the concept and ways of effective non-verbal communication		
2.6	Recognize the effective ways of discussion, negotiation and persuasion		
2.7	Differentiate between professional examples of written CVs, cover letters and successful job interviews on the one hand and the poor examples of the same on the other hand.		
3.0	**Competence**		
Upon completion of this course, students should be able to do the following:			
3.1	Demonstrate more effective ways of self-communication and self-development	Lecturing, Blackboard (LMS), using board, data show, PowerPoint presentations, on-line	Class participation and discussion, assignments, on-line forms, students' presentations of
3.2	Communicate more effectively with others inside and outside the		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
	classroom including becoming a better listener and reader	videos, hosting topic experts in class, class discussions, using and evaluating articles and other authentic materials, group work, role playing, students projects, internet exercises, self-assessment, peer-review, homework assignments, class presentations, and more.	course topics, Practical work inside and outside classroom, self-assessment, peer-evaluation, quizzes, mid-term and final exam
3.3	Speak in public and deliver effective presentations		
3.4	Put various ideas into writing format		
3.5	Discuss various ideas and topics, persuade and negotiate with others		
3.6	Write a Resume / Curriculum Vitae (CV) and a cover letter in order to apply for a job		
3.7	Perform professionally in a job interview		

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score

***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:

- Personal communication with group and individual students using my KAU application, Blackboard, social media and phone
- Available after class for up to 30 Minutes
- 5 Office Hours per week
- Individual appointments are also possible

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Communication Skills, Dr. Noah Yahiya Al-Shihri, Jeddah, Dar Hafiz, 1439 H (KAU textbook)
Essential References Materials	N/A
Electronic Materials	YouTube videos and social media materials related to class topics
Other Learning Materials	Blackboard teaching and learning platform

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	- Classrooms should be spacious and comfortable - Availability of a Seminar, meeting room and an auditorium is highly recommended.
Technology Resources (AV, data show, Smart Board, software, etc.)	- PC with essential reading, writing, illustrating, presenting and multimedia software programs installed - Data Show - Smart Board - High speed Internet access
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	N/A

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Effectiveness of teaching and assessment Extent of achievement of course learning outcomes Quality of learning resources Learning Environment and Classrooms	- Students - Course Instructor - Peer-Review - Department Head - Vice-Deans for Academic Affairs and for Development - Deanship of Quality and Academic Accreditation at KAU - ETEC of NCAAA - Council of Occupational Education (COE) of USA	Direct and Indirect (written, electronic, verbal, non-verbal, anonymous, formal and informal feedback, classroom observations and visits, forms, communications, correspondence, open discussions, Blackboard and social media feedback, database, course documents, students produced work and records …etc.)

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	GRC Department
Reference No.	3rd meeting, spring 2022
Date	24/3/2022

هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission

Course Specifications

Course Title:	Introduction to IT
Course Code:	ACNT 100
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 Credit hours
2. Course type	
a.	University ☐ College ☑ Department ☐ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	1st Year, semester 1
4. Pre-requisites for this course (if any)**:**	
Not Applicable	
5. Co-requisites for this course (if any)**:**	
Not Applicable	

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course is a test of practical skills and competencies of computer theory and practice. The course helps to establish a benchmark for basic computer skills giving the opportunity for the students to effectively join the new information age and consequently leading to fulfilling the ultimate objective of computer literacy. It also emphasizes the development of problem-solving skills by using a range of widely used office software applications.

2. Course Main Objective

The main objective of this course is to provide students with an overview of the main concepts in IT field and the required skills to use Microsoft applications, including Word, Excel and PowerPoint.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Outline the goal and purpose of the Microsoft Office applications.	K.1
1.2	Understand how to use of the Microsoft Office applications.	K.3
2	**Skills :**	
2.1	Create, open, and edit documents using the Microsoft Office Word.	S.2, S.3
2.2	Create, open, edit, and save workbooks using the Microsoft Office Excel.	S.2, S.3
2.3	Create, open, and edit presentations using the Microsoft Office PowerPoint.	S.2, S.3
3	**Values:**	
3.1	Demonstrate professional practical skills and ability to solve problem by following instructions.	C.1, C.2
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	C.3

C. Course Content (Up to 9 topics)

No	List of Topics	Contact Hours
1	Microsoft Office Word	**4**
2	Microsoft Office Excel	**4**
3	Microsoft Office PowerPoint	**4**
4		
Total		12

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	Outline the goal and purpose of the Microsoft Office applications.	Discussions	Forum
1.2	Understand how to use of the Microsoft Office applications.	Online lecture View tutorials Laboratory exercise	Assignment Quiz 1 - 5 Final exam
2.0	**Skills**		
2.1	Create, open, and edit documents using the Microsoft Office Word.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
2.2	Create, open, edit, and save workbooks using the Microsoft Office Excel.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
2.3	Create, open, and edit presentations using the Microsoft Office PowerPoint.	Textbox reading Online lecture View tutorials	Quiz 1 - 5 Assignment Final exam

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
		Laboratory exercise	
3.0	**Values**		
3.1	Demonstrate professional practical skills and ability to solve problem by following instructions.	Laboratory exercise	Quiz 1 - 5 Assignment Final exam
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	Blackboard Online lecture Tutorials	Quiz 1 - 5 Assignment Forum Final exam

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2, 3, 5, 7, 9	20%
2	Assignment	4	6%
3	Forum	5	4%
4	Final Exam	10	70%

***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 :

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Microsoft Corporation. (2019). Microsoft Official Academic Course – 40566A Microsoft Word associate 2019. Microsoft Corporation. (2019). Microsoft Official Academic Course – 40566A Microsoft Excel associate 2019. Microsoft Corporation. (2019). Microsoft Official Academic Course – 40566A Microsoft PowerPoint associate 2019.
Essential References Materials	Recorded Lectures Microsoft Tutorials

Electronic Materials	e-Textbooks YouTube Tutorials
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection • Microsoft Office applications
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission

Course Specifications

Course Title:	IT Essentials
Course Code:	ACNT 101
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours: 3 credit hours
2. Course type **a.** University ☐ College ☐ Department ☑ Others ☐ **b.** Required ☑ Elective ☐
3. Level/year at which this course is offered: 1st year, 1st semester
4. Pre-requisites for this course (if any)**:** N/A
5. Co-requisites for this course (if any)**:** N/A

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	%100
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course covers the fundamentals of computer hardware and software and advanced concepts such as security, networking, and the responsibilities of an IT professional. Students who complete this course will be able to describe the internal components of a computer, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also be able to connect to the Internet and share resources in a networked environment. New topics in this version include client-side virtualization and Microsoft Windows 10 operating system

2. Course Main Objective

The objective is to teach students IT essentials and maintenance skills such as troubleshooting, Installing windows, and PC assembly. These skills become handy for them especially at their first job in IT.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Define information technology (IT) and describe the components of a personal computer.	K5
1.2	Explain the purpose of preventive maintenance and identify the elements of the troubleshooting process.	K5
1.3	Explain how computers communicate on a network.	K1
1.4	Define and introduce the virtualization concept	K5
1.5	Describe security threats, security procedures and Identify common preventive maintenance techniques for security.	K5
2	**Skills :**	
2.1	Prepare for entry-level IT positions in a variety of working environments	S1, S4
2.2	Develop analytical skill in problem solving during computer troubleshoot and maintenance	S2, S3
2.3	Configure computers to connect to an existing network.	S4
2.4	Install and navigate an operating system	S1
2.5	Upgrade or replace components of a PC based on customer needs	S1, S2, S3
3	**Values:**	
3.1	Develop professional practical skills to demonstrate the ability for Computer troubleshooting.	C1, C3
3.2	Demonstrate analytical skill and problem-solving knowledge when given a computer issues or scenarios.	C1

C. Course Content

No	List of Topics	Contact Hours
1	Introduction to Personal Computer Hardware	1.33
2	Advanced Computer Hardware	1.33
3	Preventive Maintenance and Troubleshooting	1.33
4	Networking Concept	1.33
5	Applied Networking	1.33
6	Virtualization and Cloud Computing	1.33
7	Windows Installation	1.33
8	Security	1.33
9	Revision	1.33
Total		**12**

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 information technology (IT) and describe the components of a personal computer.	Blended learning, Discussion, problem	Quiz, Assignment, mid-term exams, Final exam

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.2	Explain the purpose of preventive maintenance and identify the elements of the troubleshooting process.	solving based learning and hands on labs	
1.3	Explain how computers communicate on a network		
1.4	Define and introduce the virtualization concept		
1.5	Describe security threats, security procedures and Identify common preventive maintenance techniques for security.		
2.0	**Skills**		
2.1	Prepare for entry-level IT positions in a variety of working environments	Blended learning, Discussion, problem solving based learning and hands on labs	Quiz, Assignment, mid-term exams, Final exam
2.2	Develop analytical skill in problem solving during computer troubleshoot and maintenance		
2.3	Configure computers to connect to an existing network.		
2.4	Install and navigate an operating system		
2.2	Upgrade or replace components of a laptop based on customer needs		
3.0	**Values**		
3.1	Develop professional practical skills to demonstrate the ability for Computer troubleshooting.	Collaborative learning, Discussion, and troubleshooting	Quiz, Assignment, mid-term exams, Final exam.
3.2	Demonstrate analytical skill and problem-solving knowledge when given a computer issues or scenarios.		

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quiz	2, 3, 5, 7 ,9	20%
2	Assignment	6	6%
3	Forum	4	4%
4	Final Exam	10	70%

***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:

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.

- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	CompTIA A+ Certification All-in-One Examination Guide by Michael Meyers
Essential References Materials	https://www.netacad.com
Electronic Materials	CISCO Networking Academy
Other Learning Materials	lms.kau.edu.sa (BlackBoard)

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Blackboard System
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection • Cisco Packet Tracer • Oracle VirtualBox
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	• N/A

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

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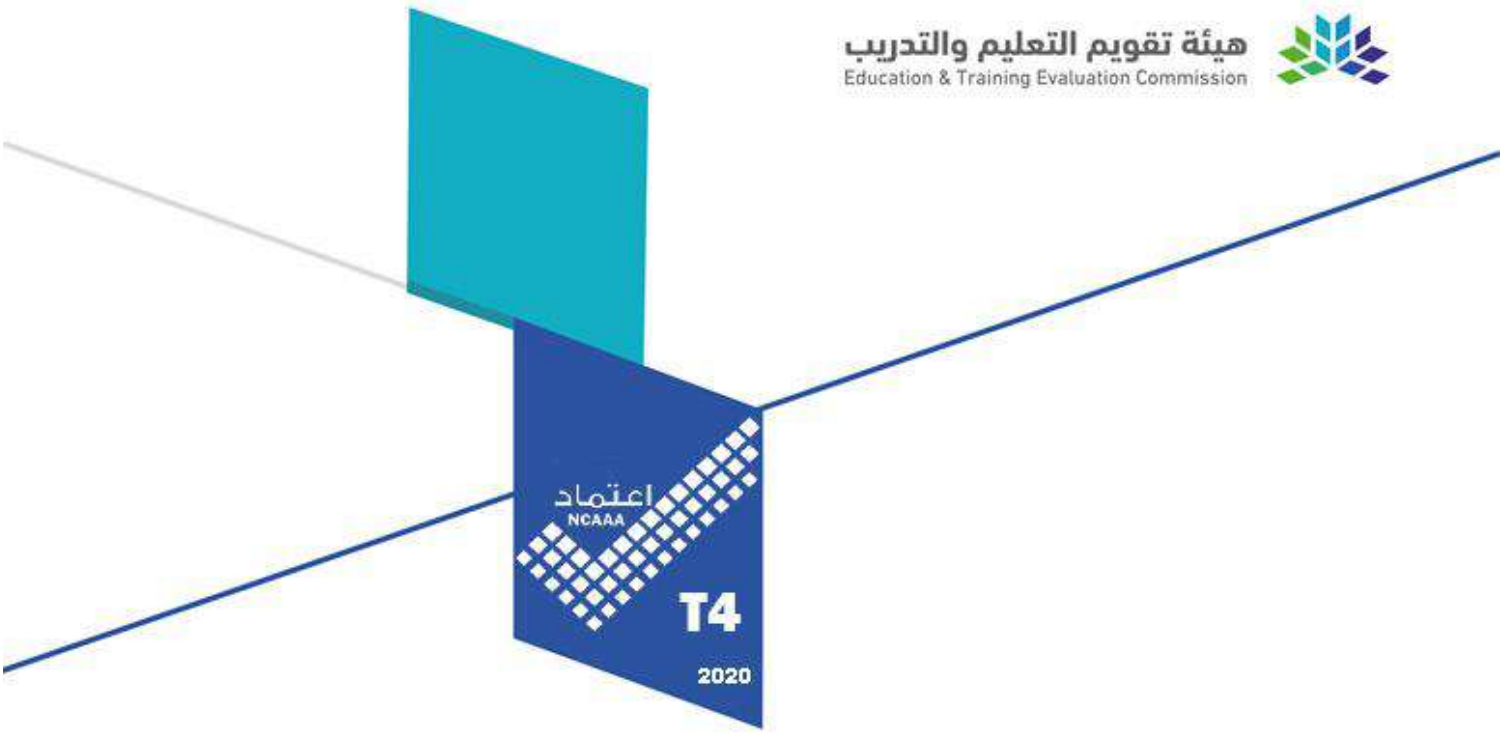
Education & Training Evaluation Commission



Course Specifications

Course Title:	Programming Fundamentals
Course Code:	ACNT 110
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 credit hours
2. Course type	
a.	University ☐ College ☐ Department ☑ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	1st Year, semester 2
4. Pre-requisites for this course (if any)**:**	Not Applicable
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course introduces the fundamental concepts of programming and demonstrates how to solve problems using Python programming language. Also, it contains an overview of computer information systems, fundamental computer concepts and programming techniques. Student will have hands-on experience with the selected programming language to apply their technical knowledge.

2. Course Main Objective

The main objective of this course is to familiarize the student with general computer programming concepts like conditional execution, loops, Python programming language syntax, semantics and the runtime environment, as well as with general coding techniques and object-oriented programming.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Define programming concepts and terminology to facilitate communication with software developers.	K3
1.2	Demonstrate an understanding of the basic building blocks of structure programming.	K4
2	**Skills :**	
2.1	Critical thinking, analysis and synthesis, including the ability to identify and describe the evolution of common characteristics.	S1
2.2	Show problem that requires a programmed solution. Use common abstract methods to describe the solution concept.	S2, S4
3	**Values:**	
3.1	Develop professional practical skills to demonstrate the ability to apply Programming knowledge	C1, C2
3.2	Describe the architectural aspects of a software application	C3

C. Course Content (Up to 9 topics)

No	List of Topics	Contact Hours
1	Introduction to Python and computer programming	1.33
2	Data types	1.33
3	Athematic operations	1.33
4	Variables	1.33
5	Boolean values	1.33
6	IF condition	1.33
7	Loops	1.33
8	List	1.33
9	Function	1.33
Total		12

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 programming concepts and terminology to facilitate communication with software developers.	Discussions	Forum Final exam
1.2	Demonstrate an understanding of the basic building blocks of structure programming.	Online lecture View tutorials Laboratory exercise	Assignment Quiz 1 - 5
2.0	**Skills**		
2.1	Critical thinking, analysis and synthesis, including the ability to	Discussions Online lecture Laboratory exercise	Quiz 1 - 5 Assignment Forum

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
	identify and describe the evolution of common characteristics.		Final exam
2.2	Show problem that requires a programmed solution. Use common abstract methods to describe the solution concept.	Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
3.0	**Values**		
3.1	Develop professional practical skills to demonstrate the ability to apply Programming knowledge	Laboratory exercise	Quiz 1 - 5 Assignment Final exam
3.2	Describe the architectural aspects of a software application	Forum Online lecture Tutorials	Quiz 1 - 5 Assignment Forum Final exam

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2, 3, 5, 7, 9	20%
2	Assignment	7	6%
3	Forum	8	4%
4	Final Exam	10	70%

***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 :

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Heinold, B. (2012). A Practical Introduction to Python Programming. https://www.brianheinold.net/python/A_Practical_Introduction_to_Python_Programming_Heinold.pdf Matthes, E. (2019). Python crash course: A hands-on, project-based introduction to programming. 2nd Edition. ISBN-13 : 978-1593279288

Essential References Materials	Recorded Lectures Learning to Program with Python By Richard L. Halterman https://www.cs.uky.edu/~keen/115/Haltermanpythonbook.pdf Python 3 Tutorial point http://www.tutorialspoint.com/python3/python_tutorial.pdf
Electronic Materials	CISCO Networking Academy
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection • Python IDE
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

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Education & Training Evaluation Commission

Course Specifications

Course Title:	Operating Systems
Course Code:	ACNT 111
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 credit hours
2. Course type	
a.	University ☐ College ☐ Department ☒ Others ☐
b.	Required ☒ Elective ☐
3. Level/year at which this course is offered:	**2nd semester / 1st year**
4. Pre-requisites for this course (if any)**:**	Not Applicable
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course provides intermediate level Windows Operating System concepts. It explains what Windows operating system is and common features of Windows operating system. Moreover, this course briefly explains the concepts of Device Management, Application Management and File Management. Also, this course helps the students to prepare for the Microsoft Certified Professional (MCP) exam with this official Microsoft study guide to work at their own pace through the lessons and hands-on exercises.

2. Course Main Objective

Upon successful completion of the course requirements, a student should be able to:

- To overview the computer system.
- To explain what operating systems are.
- Discuss what the common features of an operating system are?
- Discuss what an operating system does for the user.
- Explains device management concepts.

- Explains application management concepts.
- Understand what Windows operating system is.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Enable students to comprehend the computer system components and their role	K.1
1.2	Enable students recognize the role of different input output devices and to identify file systems and file system structures	K.1
1.3	Learn file sharing concepts and how to use a client operating system.	K.3
1.4	Provide an opportunity for the students to explore the features of modern operating systems.	K.5
2	**Skills :**	
2.1	The ability to identify components of a computer system.	S.4
2.2	The ability to explain how instructions are executed.	S.1
2.3	The ability to operate a modern operating system.	S.5
2.4	The ability to explain how computer manages memory to perform tasks.	S.1
2.5	The ability to identify difference between file systems.	S.4
2.6	The ability to install and configure an operating system.	S.5
2.7	The ability to create and manage a file system structure	S.5
2.8	The ability to protect and share files.	S.5
3	**Values**	
3.1		
3.2		
2…		

C. Course Content

No	List of Topics	Contact Hours
1	Installing and Upgrading Client Systems	1.33
2	Understanding Operating System Configurations	1.33
3	Understanding Native Applications, Tools, Mobility, and Remote Management and Assistance	1.33
4	Managing Applications, Services, and Disks	1.33
5	Managing Applications, Services, and Disks	1.33
6	Managing Devices	1.33
7	Understanding File and Print Sharing	1.33
8	Maintaining, Updating, and Protecting Windows 10	1.33
9	Understanding Backup and Recovery Methods	1.33
Total		12

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	Outline and explain the Windows Operating System concepts and it is features.	Discussions	Forum
1.2	Enable students to comprehend the computer system components and their role	Online lecture Problem solving based learning Laboratory exercise	Quizzes Assignment Final Exam
1.3	Enable students recognize the role of different input output devices and to identify file systems and file system structures		
1.4	Learn file sharing concepts and how to use a client operating system.		
1.5	Provide an opportunity for the students to explore the features of modern operating systems.		
2.0	**Skills**		
2.1	The ability to identify components of a computer system.	Online lecture Problem solving based learning Laboratory exercise	Quizzes Assignment Final Exam
2.2	The ability to explain how instructions are executed.		
2.3	The ability to operate a modern operating system.		
2.4	The ability to explain how computer manages memory to perform tasks.		
2.5	The ability to identify difference between file systems.		
2.6	The ability to install and configure an operating system.		
2.7	The ability to create and manage a file system structure		
2.8	The ability to protect and share files.		
3.0	**Values**		
3.1			
3.2			
…			

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2, 3, 5, 7, 9	20%
2	Assignment	6	6%
3	Forum	4	4%
4	Final Exam	10	70%
5			

***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:

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	a. Exam 98-349 MTA Windows Operating System Fundamentals by Microsoft Official Academic Course. Publication Date: May 15, 2012 | ISBN-10: 1118295277 | ISBN-13: 978-1118295274 | Edition: 2 b. MTA Student Study Guide - Exam 98-349 Windows Operating System Fundamentals - by Michael Teske and Patricia Philips from Microsoft.
Essential References Materials	Recorded Lecture
Electronic Materials	MOAC_MTA_98-349_2E-Windows-OS.pdf (provided to students each semester).
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University Survey
Course feedback	Students	University Survey
Quality of learning resources	Students, faculty	University Survey

Evaluation Areas/Issues	Evaluators	Evaluation Methods

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	

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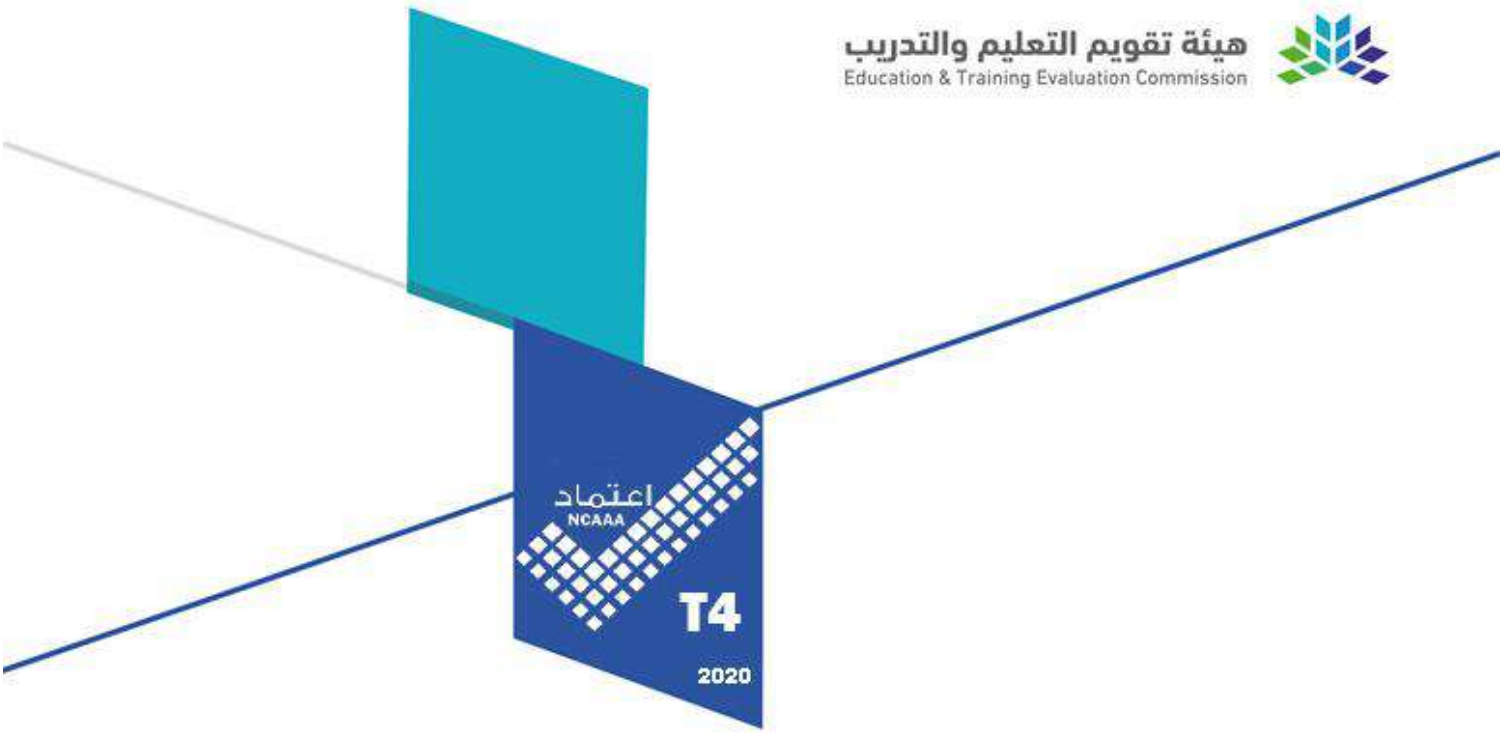
Education & Training Evaluation Commission



Course Specifications

Course Title:	Advanced Operating Systems
Course Code:	ACNT112
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 credit hours
2. Course type	
a.	University ☐ College ☐ Department ☒ Others ☐
b.	Required ☒ Elective ☐
3. Level/year at which this course is offered:	**Level 3 / 2nd year**
4. Pre-requisites for this course (if any)**:**	ACNT 111
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

The course covers the fundamentals of the Linux operating system and command line. The goal of this course is to provide academic institutions and students a “starting place” for learning the Linux operating system. Students who complete this course should understand Linux as an operating system, basic open source concepts, how Linux is used and the basics of the Linux command line. This course implements a "practice as you read" approach to learning. Each learner has hands-on access to a Linux virtual machine to practice, explore and trial Linux command line concepts.

2. Course Main Objective

Knowledge of Linux is a helpful skill for a wide variety of careers in business and Information Technology fields. Many emerging and growing career opportunities including big data, cloud computing, cyber security, information systems, networking, programming and software

development (to name a few) require basic to advanced knowledge of the Linux command line.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding:**	
1.1	Outline LINUX architecture and the way it interacts with users and hardware.	K.3
1.2	Outline considerations for choosing an operating system.	K.4
2	**Skills:**	
2.1	Reorganize hardware and devices, internet, applications in LINUX Operating system	S.1
2.2	Create and edit files in Linux and will be able to manipulate file access permissions.	S.2, S.3
3	**Values:**	
3.1	Demonstrate professional practical skills and ability to solve problem by following instructions.	C.1, C.2
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	C.3
3...		

C. Course Content

No	List of Topics	Contact Hours
1	Introduction to Linux	1.33
2	Using Linux	1.33
3	Command Line Skills	1.33
4	Working with Files and Directories	1.33
5	Basic Scripting	1.33
6	Network Configuration	1.33
7	System and User Security	1.33
8	Managing Users and Groups	1.33
9	Special Permissions, Links and File Locations	1.33
Total		**12**

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	Outline LINUX architecture and the way it interacts with users and hardware.	• Discussion • problem solving based learning	Quiz, Assignment, Forum, Final exam
1.2	Outline considerations for choosing an operating system.		
…			
2.0	**Skills**		
2.1	Reorganize hardware and devices, internet, applications in LINUX Operating system	• Online lecture • Discussion	Quiz, Assignment, Final exam, Forum

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
2.2	Create and edit files in Linux and will be able to manipulate file access permissions.	• problem-solving based learning	
…			
3.0	**Values**		
3.1	Demonstrate professional practical skills and ability to solve problem by following instructions.	• Online lecture • View tutorials • Troubleshooting	Quiz, , Final exam
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.		
…			

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2,4,6,7,9	20%
2	Assignment	5	6 %
3	Forum	4	4%
4	Final Exam	10	70%
…			

***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:

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Linux Command Line and Shell Scripting Bible, 3rd Edition By Richard Blum
Essential References Materials	https://www.netacad.com Recorded Lectures

Electronic Materials	CISCO Networking Academy
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Projector for slide presentation • Ubuntu Virtual Machine
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	• Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Professional certification
Achievement of course learning outcomes	Students	University Survey
Quality of learning resources	Students, faculty	University Survey

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	

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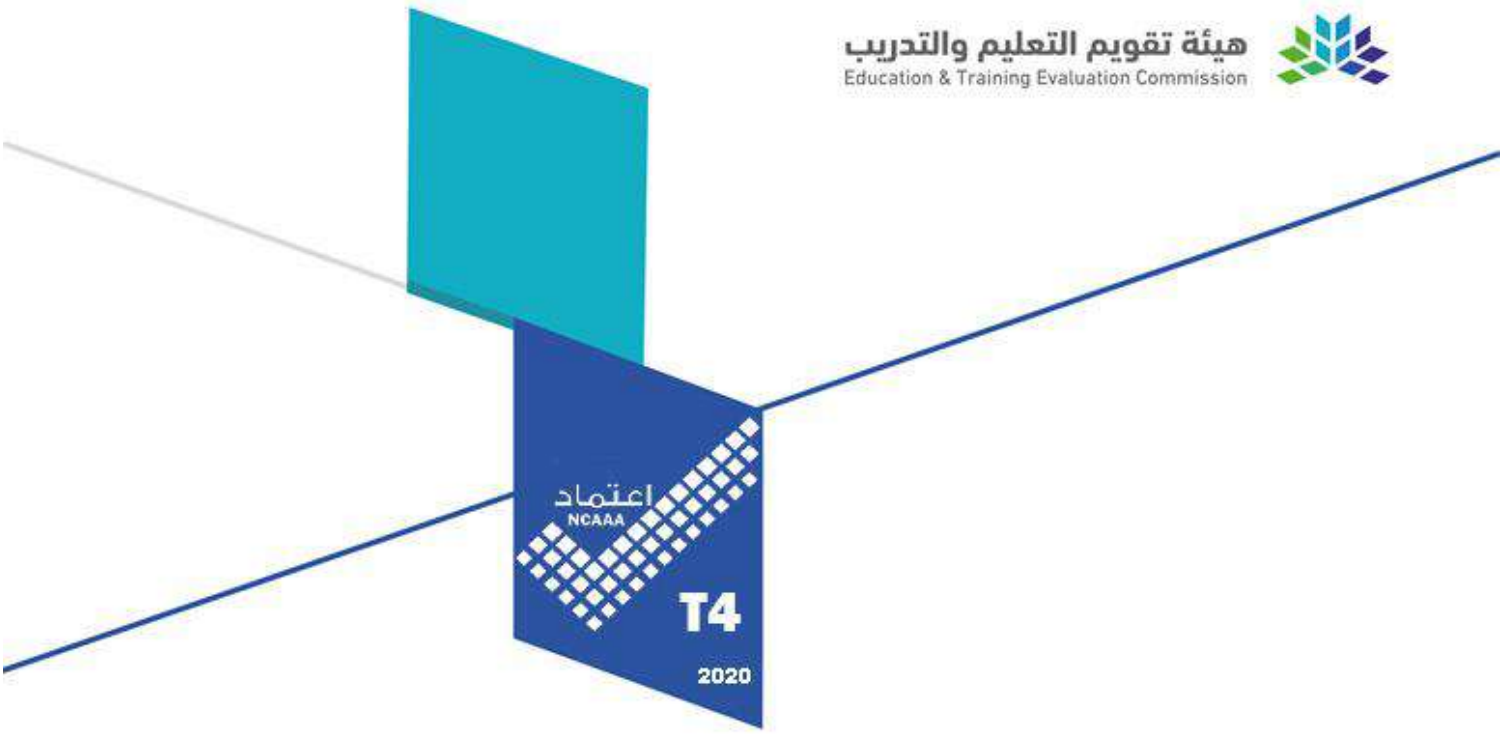
Education & Training Evaluation Commission



Course Specifications

Course Title:	Database Fundamentals
Course Code:	ACNT 120
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours: 5
2. Course type **a.** University ☐ College ☐ Department ☒ Others ☐ **b.** Required ☒ Elective ☐
3. Level/year at which this course is offered: 1st Year Semester 2
4. Pre-requisites for this course (if any)**:** Not Applicable
5. Co-requisites for this course (if any)**:** Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description Fundamentals background of Database Systems.
2. Course Main Objective This course is intended to give students a solid background of Database Systems Concepts & Architecture of the Database Management System. The course will discuss the different types of commercial database systems by using the relational model as an example. The course also will introduce the usage of database management systems and gain knowledge of Data Modeling Using Entity-Relationship Model. The course will enable students to create and manipulate databases by using Microsoft SQL Server Database. Students will be able to describe databases, their characteristics, functions, pros and cons.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Outline creation of a database and its objects.	K.3
1.2	Outline users of a database system and identify the properties of data objects and relationship between them.	K.4
2	**Skills :**	
2.1	Describe various types of databases technology.	S.1, S.2
3	**Values:**	
3.1	Develop professional practical skills to demonstrate the ability to apply Database knowledge in the next semester and onward.	C.1
3.2	Work in team and resolve conflicts individually/ orally/ or within a group.	C.2, C.3
3...		

C. Course Content

No	List of Topics	Contact Hours
1	Introduction: Lab 1 – Exploring main characteristics of the database approach	2
2	Lecture: Understanding Core Database Concepts	2
3	Lecture: Relational Database Design by ER -to-Relational Mapping	2
4	Lecture: Creating Database Objects	2
5	Lecture: Manipulating Data	2
6	Lecture: Understanding Data Storage	1
7	Lecture: Administering a Database	1
Total		12

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	Outline creation of a database and its objects.	Blended learning, Discussion, Problem solving based learning, Collaborative learning and Troubleshooting	Forum
1.2	Outline users of a database system and identify the properties of data objects and relationship between them.	Blended learning, Discussion, Problem solving based learning, Collaborative learning and Troubleshooting	Quizzes, Assignment, Final exam
…			
2.0	**Skills**		
2.1	Describe various types of databases technology.	Blended learning, Discussion, Problem	Quizzes, Assignment, Final exam

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
		solving based learning, Collaborative learning and Troubleshooting	
…			
3.0	**Values**		
3.1	Develop professional practical skills to demonstrate the ability to apply Database knowledge in the next semester and onward.	Blended learning, Discussion, Problem solving based learning, Collaborative learning and Troubleshooting	Quizzes, Assignment, Final exam
3.2	Work in team and resolve conflicts individually/ orally/ or within a group.	Blended learning, Discussion, Problem solving based learning, Collaborative learning and Troubleshooting	Quizzes, Assignment, Final exam
…			

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2,4,6,7,9	20
2	Assignment	5	6
3	Forum	3	4
4	Final Exam	10	70

***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:

The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours. The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.

Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Exam 98-364 MTA Database Administration Fundamentals by Microsoft Official Academic Course.
Essential References Materials	Recorded lectures, PowerPoint slides
Electronic Materials	PowerPoint slides
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Blackboard
Technology Resources (AV, data show, Smart Board, software, etc.)	○ Personal computers for the instructor and students ○ Internet connection ○ Microsoft SQL Server 2019
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	N/A

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University Survey
Quality of learning resources	Students, faculty	University Survey

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	

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Education & Training Evaluation Commission

Course Specifications

Course Title:	Introduction to Networks
Course Code:	ACNT 130
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 credit hours
2. Course type	
a.	University ☐ College ☐ Department ☑ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	**1st year, semester 1**
4. Pre-requisites for this course (if any)**:**	Not Applicable
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

The first course in the CCNA curriculum introduces the architectures, models, protocols, and networking elements that connect users, devices, applications and data through the Internet and across modern computer networks - including IP addressing and Ethernet fundamentals

2. Course Main Objective

By the end of the course, students can build simple local area networks (LAN) that integrate IP addressing schemes, foundational network security, and perform basic configurations for routers and switches.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding:**	
1.1	Explain the advances in modern network technologies	K1, K2

CLOs		Aligned PLOs
1.2	Explain how network protocols enable devices to access local and remote network resources.	K1, K3, K4
1.3	Explain how physical layer protocols, services, and network media support communications across data networks	K1, K3
1.4	Explain how media access control in the data link layer supports communication across networks.	K1, K3
1.5	Explain how Ethernet operates in a switched network.	K1, K3
1.6	Explain how routers use network layer protocols and services to enable end-to-end connectivity.	K1, K3
1.7	Explain how the network layer uses IP protocols for reliable communications	K1, K3, K4
1.8	Explain how ARP and ND enable communication on a network.	K1, K3
2	**Skills:**	
2.1	Implement initial settings including passwords, IP addressing, and default gateway parameters on a network switch and end devices.	S1, S2
2.2	Configure a Cisco IOS device using CLI	S1, S3
2.3	Configure a host device with an IP address	S1, S4
2.4	Verify connectivity between two end devices	S1, S4
2.5	Calculate numbers between decimal, binary, and hexadecimal system	S2
3	**Values:**	
3.1	Develop professional practical skills to demonstrate the ability for building small network.	C1
3.2	Demonstrate analytical skill and problem-solving knowledge when given network issues or scenarios.	C1

C. Course Content

No	List of Topics	Contact Hours
1	Networking Today	1.33
2	Basic Switch and End Device Configuration	1.33
3	Protocol Models	1.33
4	Physical Layer	1.33
5	Number Systems	1.33
6	Data Link Layer	1.33
7	Ethernet Switching	1.33
8	Network Layer	1.33
9	Address Resolution	1.33
Total		12

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	Explain the advances in modern network technologies	Discussion, Forum	Quiz 1 - 5 Final exam, Forum

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.2	Explain how network protocols enable devices to access local and remote network resources.	Online Lectures, Cisco Networking Academy, Lab Exercise	Quiz 1 - 5 Final exam
1.3	Explain how physical layer protocols, services, and network media support communications across data networks	Online Lectures, Cisco Networking Academy	Quiz 1 - 5 Final exam
1.4	Explain how media access control in the data link layer supports communication across networks.	Online Lectures, Cisco Networking Academy	Quiz 1 - 5 Final exam
1.5	Explain how Ethernet operates in a switched network.	Online Lectures, Cisco Networking Academy	Quiz 1 – 5 Final exam
1.6	Explain how routers use network layer protocols and services to enable end-to-end connectivity.	Online Lectures, Cisco Networking Academy, Lab Exercise	Quiz 1 - 5 Assignment Final exam
1.7	Explain how the network layer uses IP protocols for reliable communications	Online Lectures, Cisco Networking Academy	Quiz 1 - 5 Final exam
1.8	Explain how ARP and ND enable communication on a network.	Online Lectures, Cisco Networking Academy	Quiz 1 - 5 Final exam
2.0	**Skills**		
2.1	Implement initial settings including passwords, IP addressing, and default gateway parameters on a network switch and end devices.	Online Lecture, Textbook and reference materials, Hands on Labs	Quiz 1 - 5 Assignment Final exam
2.2	Configure a Cisco IOS device using CLI	Online Lecture, Textbook and reference materials, Hands on Labs	Quiz 1 - 5 Assignment Final exam
2.3	Configure a host device with an IP address	Online Lecture, Textbook and reference materials, Hands on Labs	Quiz 1 - 5 Assignment Final exam
2.4	Verify connectivity between two end devices	Online Lecture, Textbook and reference materials, Hands on Labs	Quiz 1 - 5 Assignment Final exam
2.5	Calculate numbers between decimal, binary, and hexadecimal system	Online Lecture, Textbook and reference materials	Quiz 1 - 5 Assignment Final exam
3.0	**Values**		
3.1	Develop professional practical skills to demonstrate the ability for building small network.	Online Lecture, Textbook and reference materials, Discussion, Hands on Labs	Quiz 1 - 5 Assignment Final Exam, Forum
3.2	Demonstrate analytical skill and problem-solving knowledge when given network issues or scenarios.	Online Lecture, Textbook and reference materials, Discussion, Hands on Labs	Quiz 1 - 5 Final exam

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2, 3, 5, 7, 9	20%
2	Assignment	5	6%
3	Forum	6	4%
4	Final Exam	10	70%

***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:

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Network Fundamentals Version4.0; by Pual Boger, Cisco press, 2008 ISBN-13:978-1-58713-243-8.
Essential References Materials	Recorded Lectures, https://www.netacad.com
Electronic Materials	CISCO Networking Academy
Other Learning Materials	lms.kau.edu.sa (BlackBoard)

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Blackboard System
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection • Cisco Packet Tracer • Wireshark
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not Applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

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Education & Training Evaluation Commission

Course Specifications

Course Title:	Network Essentials
Course Code:	ACNT 131
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours: 3 credit hours
2. Course type **a.** University ☐ College ☑ Department ☐ Others ☐ **b.** Required ☑ Elective ☐
3. Level/year at which this course is offered: 1st year, 2nd SEMESTER
4. Pre-requisites for this course (if any)**:** ACNT 130
5. Co-requisites for this course (if any)**:** Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description In the second course of the **CCNA** 1 program, you learn about the OSI/TCP/IP networking models, protocols, and features that connect users, devices, applications, and data on the Internet and modern computer networks. This includes IP addressing and the foundations of the Ethernet application layer.
2. Course Main Objective After completing both **ACNT 130/131** courses, students will be able to build basic local area networks (LANs). In reality, the LAN consists of IP-based addressing schemes (IPv4 and IPV6), basic network security, and router and switch configurations. Students will obtain certification (**CCNA1).**

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Explain the advances in modern network technologies	K1, K2
1.2	• Display the router information. • Configure router interfaces. • Verify the configuration	K1, K3, K4
1.3	• Examine the Network Requirements • Design the VLSM Addressing Scheme • Assign IP Addresses to Devices and Verify Connectivity	K1, K3
1.4	• Determine IPv6 subnets and addressing scheme • Configure IPv6 addressing on routers and PCs • Verify IPv6 connectivity	K1, K3
1.5	• Build and Configure the Network • Use Ping Command for Basic Network Testing	K1, K3
1.6	• Use Tracert and Traceroute Commands for Basic Network Testing • Troubleshoot the Topology	K1, K3
1.7	▪ Generate Network Traffic in Simulation Mode. ▪ Examine the Functionality of the TCP and UDP Protocols	K1, K3
1.8	▪ The client/server model, the device requesting the information is called a client and the device responding to the request is called a server. ▪ In a P2P network, two or more computers are connected via a network and can share resources without having a dedicated server. ▪ The three common HTTP message types are GET, POST, and PUT. ▪ Email supports three separate protocols for operation: SMTP, POP, and IMAP. ▪ DNS protocol matches resource names with the required numeric network address.	K1, K3, K4
1.9	• Configure Basic Device Settings • Configure Basic Security Measures on the Router • Configure Basic Security Measures on the Switch	K1, K3
2	**Skills :**	
2.1	Configuration of Network interface card and wireless card using Access point	S1, S2
2.2	Configure a Cisco Routers	S1, S3
2.3	Configure a local Area network	S1, S4
2.4	Configuration a cisco switcher	S1, S4

CLOs		Aligned PLOs
2.5	Configuration SSH/telnet services	S2
2.6	Connect two cisco router using serial cable	S1
3	**Values:**	
3.1	Develop professional practical skills to demonstrate the ability for to build small network.	C1
3.2	Demonstrate analytical skill and problem-solving knowledge when given network issues or scenarios.	C1

C. Course Content

No	List of Topics	Contact Hours
1	Communicating Between Networks	**1.33**
2	IP Addressing IPV4	**1.33**
3	IP Addressing IPV4-VLSM	**1.33**
4	IP Addressing IPV6	**1.33**
5	IP Addressing IPV6-VLSM	**1.33**
6	Network Application Communications- TCP/IP	**1.33**
7	Building and Securing a Small Network	**1.33**
8	Introduction to Quality-of-service QoS	**1.33**
9	Troubleshooting Challenge Answers	**1.33**
Total		**12**

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	Explain how to configure cisco router And Configure router interfaces	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
1.2	Explain the IPv6 subnets and addressing scheme		
1.3	Explain how to applied Tracert and Traceroute Commands for Basic Network Testing		
1.4	Explain how to Generate Network Traffic in Simulation Mode.		
1.5	Explain how to Examine the Functionality of the TCP and UDP Protocols		
1.6	Troubleshoot the Topology.		
1.7	Explain how to use P2P network,		
1.8	Explain how to configure Basic Device Settings.		
1.9	Explain how to configure Basic Security Measures on the Switch		
2.0	**Skills**		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
2.1	Implement initial settings including passwords, IP addressing, and default gateway parameters on a network switch and end devices.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
2.2	Configure a Cisco IOS device using CLI		
2.3	Configure a host device with an IP address		
2.4	Verify connectivity between two end devices		
2.5	Calculate numbers between decimal, binary, and hexadecimal system		
2.6	Make UTP cable to be used in Ethernet networks		
3.0	**Values**		
3.1	Develop professional practical skills to demonstrate the ability for to build small network.	Online lecture Laboratory exercises Discussions	Forum
3.2	Demonstrate analytical skill and problem-solving knowledge when given network issues or scenarios.		

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quiz	2, 3, 5, 7, 9	20%
2	Assignment	6	6%
3	Forum	8	4%
4	Final Exam	10	70%

***Assessment task** (i.e., online 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:

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Network Fundamentals Version4.0; by Pual Boger, Cisco press, 2008 ISBN-13:978-1-58713-243-8.
Essential References Materials	https://www.netacad.com
Electronic Materials	CISCO Networking Academy
Other Learning Materials	lms.kau.edu.sa (BlackBoard)

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection • Cisco Packet Tracer downloaded from student's account on netacad.com. • Wireshark
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	• Not applicable

G. Course Quality Evaluation

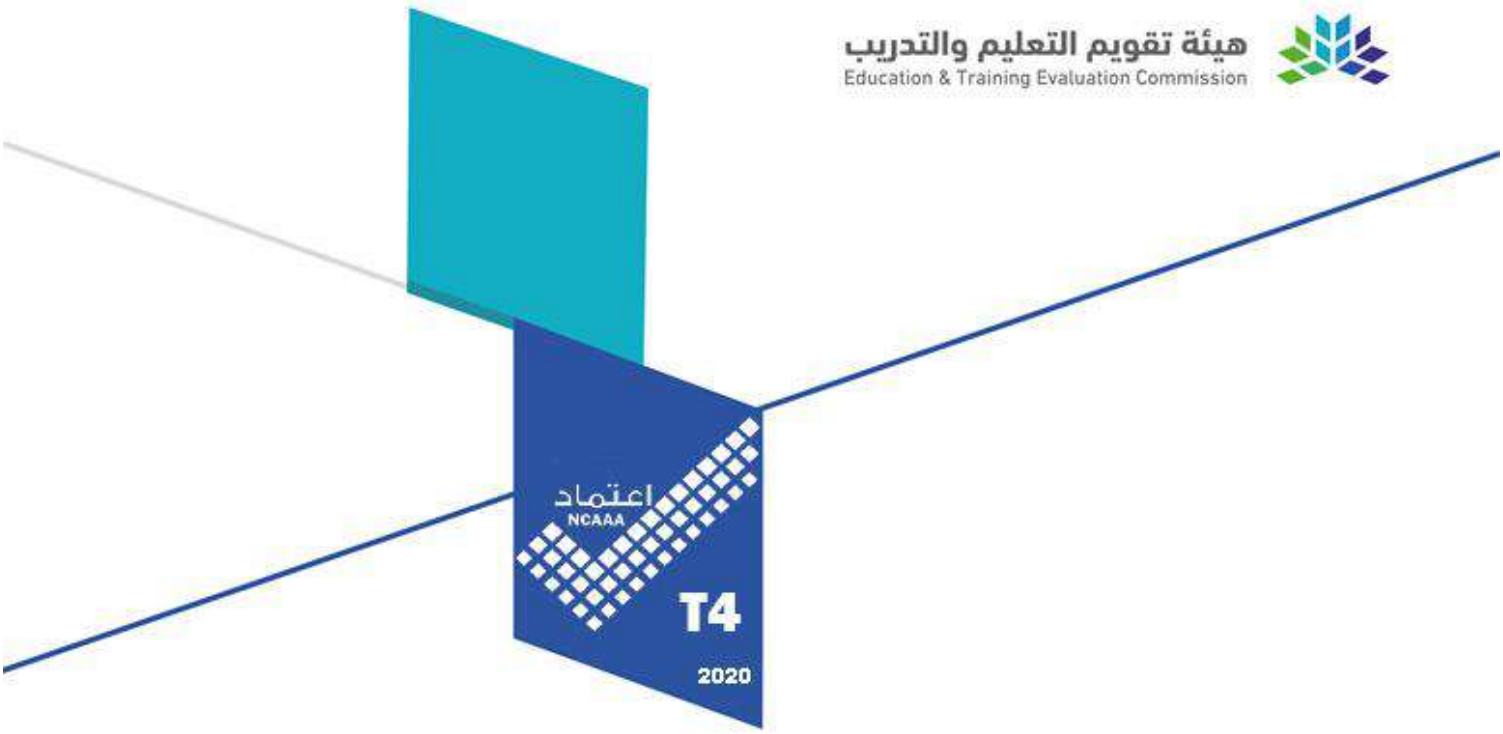
Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission



Course Specifications

Course Title:	System Analysis and Design
Course Code:	ACNT 220
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 Credit hours
2. Course type	
a.	University ☐ College ☐ Department ☑ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	2nd Year, semester 1
4. Pre-requisites for this course (if any)**:**	
Not Applicable	
5. Co-requisites for this course (if any)**:**	
Not Applicable	

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course introduces students to the concepts and skills of system analysis and design. The course presents the latest methods and techniques used in system analysis and design obtained from the actual practice in the field as well as latest advances. It includes expanded coverage of the different functions in the first three phases of the system development lifecycle (SDLC), namely, planning, analysis and design. This course does not cover the development and implementation of information systems nor their testing and maintenance. The Unified Modeling Language (UML) provides a common and standard notation for recording both analysis models and design artifacts. This course delves into the processes of object-oriented analysis and design using UML as the notation language.

2. Course Main Objective

The overall course objective is to provide students with the basic concepts and skills required for analyzing and designing systems using UML. Topics include foundation for system analysis and design, software process models, process activities, determining system requirements, data modeling and object-oriented analysis and user face design.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Outline the principles and concepts of systems analysis and design	K.1
1.2	Understand the application of system analysis and design in different contexts	K.3
1.3	Realize the phases of the system development lifecycle and their core activities.	K.4
1.4	Recognize the differences between design models to select the appropriate design model for a given system or project	K.4
2	**Skills:**	
2.1	Recognize the tools and software of systems analysis and design	S.1
2.2	Gather information to develop a requirement document with a clear problem definition that models an information system design.	S2, S.4
2.3	Develop general and detailed diagrams that model the domain by articulating the knowledge of UML to assist programmers in implementing a system	S.2
2.4	Solve a wide range of problems related to the analysis and design of information systems	S.3
3	**Values:**	
3.1	Demonstrate professional skills to analyze and design information systems.	C.1
3.2	Illustrate practical ability to work independently and in a team to solve problems related to the analysis and design of information systems.	C.2

C. Course Content (Up to 9 topics)

No	List of Topics	Contact Hours
1	Introduction to Systems Analysis	1.33
2	Unified Modeling Language	1.33
3	Investigate System Requirements	1.33
4	Use Case Diagram	1.33
5	Class Diagram	1.33
6	Sequence Diagram	1.33
7	Activity Diagram	1.33
8	Four Diagrams	1.33
9	All Together	1.33
Total		12

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	Outline the principles and concepts of systems analysis and design	Textbook reading Online lecture Discussions	Quiz 1 - 5 Forum Final exam
1.2	Understand the application of system analysis and design in different contexts.	Online lecture Laboratory exercise	Assignment
1.3	Realize the phases of the system development lifecycle and their core activities.	Textbook reading Online lecture	Quiz 1 - 5
1.4	Recognize the differences between design models to select the appropriate design model for a given system or project	Online lecture Laboratory exercise	Assignment
2.0	**Skills**		
2.1	Recognize the tools and software of systems analysis and design	Textbook reading Online lecture Discussions	Forum
2.2	Gather information to develop a requirement document with a clear problem definition that models an information system design.	Online lecture Laboratory exercise	Quiz 1 – 5 Assignment Final exam
2.3	Develop general and detailed diagrams that model the domain by articulating the knowledge of UML to assist programmers in implementing a system	Online lecture Laboratory exercise	Assignment Final exam
2.4	Solve a wide range of problems related to the analysis and design of information systems	Online lecture Discussions Laboratory exercise	Assignment Final exam
3.0	**Values**		
3.1	Demonstrate professional skills to analyze and design information systems.	Class discussions Class exercise Laboratory exercise	Quiz 1 – 5 Assignment Final exam
3.2	Illustrate practical ability to work independently and in a team to solve problems related to the analysis and design of information systems.	Class exercise Laboratory exercise	Assignment

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2, 3, 5, 7, 9	20%
2	Assignment	7	6%
3	Forum	8	4%
4	Final Exam	10	70%

#	Assessment task*	Week Due	Percentage of Total Assessment Score

***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 :

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Satzinger, J. W., Jackson, R. B., & Burd, S. D. (2016). Systems analysis and design in a changing world. Boston, USA: Cengage learning. ISBN-13: 978-1305117204, ISBN-10: 1305117204. Seidl, M., Scholz, M., Huemer, C., & Kappel, G. (2015). UML @ classroom: An introduction to object-oriented modeling. New York: Springer. ISBN-13: 978-3319127415, ISBN-10: 3319127411. Kendall, K. E., & Kendall, J. E. (2014). Systems analysis and design. Upper Saddle River, NJ: Pearson Education, Inc. ISBN 13: 978-0-13-302344-2, ISBN 10: 0-13-302344-3
Essential References Materials	Recorded Lectures
Electronic Materials	https://app.diagrams.net/
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Blackboard system
Technology Resources	• Personal computers for the instructor and students • Internet connection

Item	Resources
(AV, data show, Smart Board, software, etc.)	• Microsoft Visio
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

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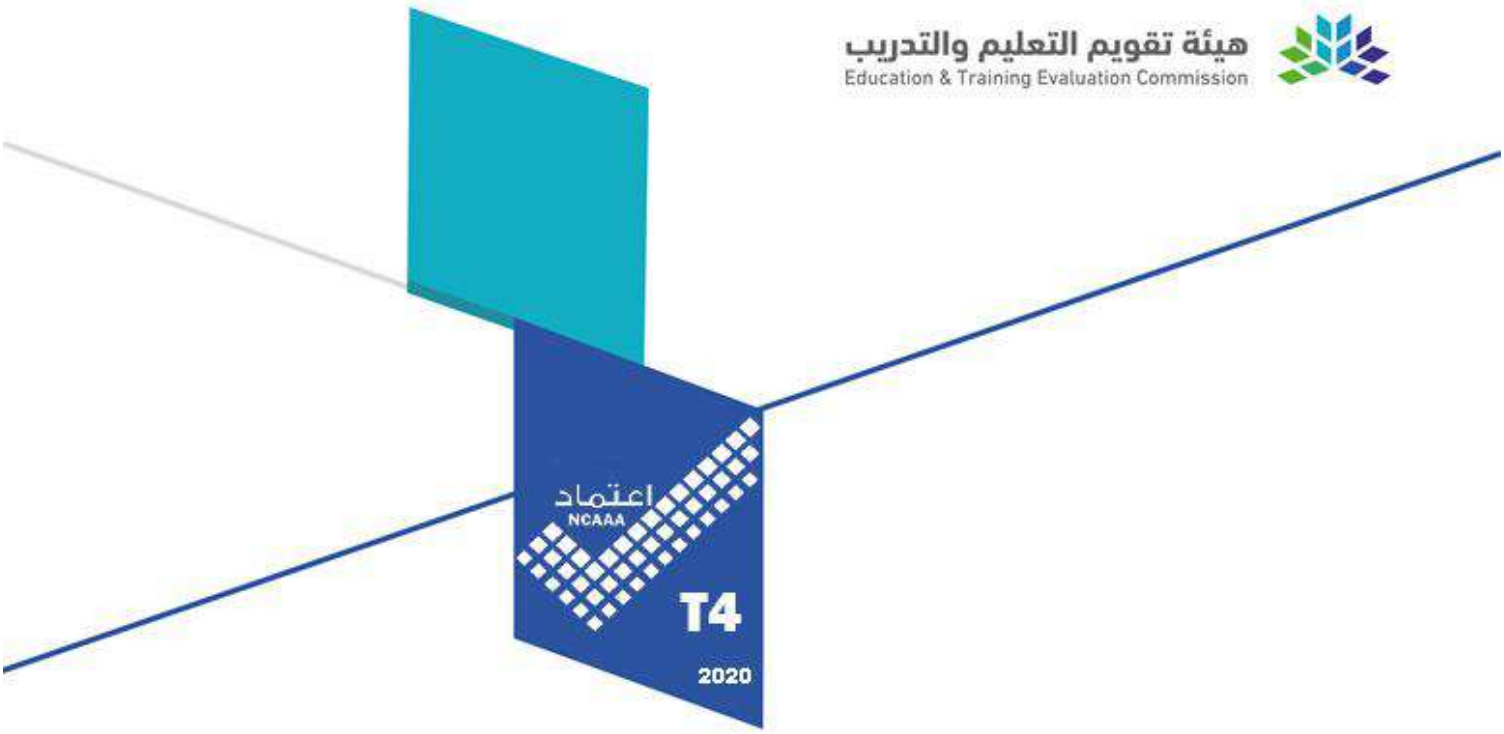
هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission



Course Specifications

Course Title:	Windows Server
Course Code:	ACNT 230
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 credit hours
2. Course type	
a.	University ☐ College ☐ Department ☑ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	Level 3 / Year 2
4. Pre-requisites for this course (if any)**:**	ACNT 111
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course introduces to students how to manage core Windows Server workloads and services using on-premises, hybrid, and cloud technologies. Students who complete this course should be able to implement and manage on-premises and hybrid solutions such as identity, management, compute, networking and storage in a Windows Server hybrid environment. Students also learn manage virtual machines and containers, implement and manage an on-premises and hybrid networking infrastructure.

2. Course Main Objective

The main objective of the course is to provide students with the knowledge to install and manage Windows Server in hybrid environment. Students learn to use administrative techniques and tools in Windows Server, identify tools used to implement hybrid solutions including Windows Admin Center and PowerShell. Students can implement identity services in Windows Server, Implement identity in hybrid scenarios, including Azure AD DS on Azure IaaS and managed AD DS, integrate Azure AD DS with Azure AD, manage network infrastructure services, Deploy Azure VMs running Windows Server, and configure networking and storage.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding:**	
1.1	Outline installation and manage Windows Servers and workloads in a hybrid environment.	K.3
1.2	Outline considerations deploy and manage AD DS in on-premises and cloud environments.	K.4
1.3	Understand Network infrastructure services in Windows Server.	K.4
2	**Skills :**	
2.1	Manage AD DS domain controllers and implement group policies.	S.2
2.2	Manage and maintain Windows Server virtual machine installations	S.4
2.3	Install and configure DHCP and DNS roles	S.2
3	**Values:**	
3.1	Demonstrate professional practical skills to apply Microsoft Windows Server configuration knowledge in the next semester advance subjects of Network program.	C.1, C.2
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	C.3

C. Course Content

No	List of Topics	Contact Hours
1	Identity services in Windows Server	1.33
2	Identity services in Windows Server	1.33
3	Implementing identity in hybrid scenarios	1.33
4	Windows Server administration	1.33
5	Facilitating hybrid management	1.33
6	Hyper-V virtualization in Windows Server	1.33
7	Deploying and configuring Azure VMs	1.33
8	Network infrastructure services in Windows Server	1.33
9	Network infrastructure services in Windows Server	1.33
Total		**12**

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	Outline installation and manage Windows Servers and workloads in a hybrid environment.	Online lecture View tutorials Laboratory exercise	Assignment Quizzes Final exam
1.2	Outline considerations deploy and manage AD DS in on-premises and cloud environments.	Online lecture View tutorials Laboratory exercise	Assignment Quizzes Final exam
1.3	Understand Network infrastructure services in Windows Server.	Online lecture View tutorials Laboratory exercise	Assignment Quizzes Final exam

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
2.0	**Skills**		
2.1	Configure domain controllers, Additional domain Controllers and implement group policies.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz Assignment Final exam
2.2	Configure and manage Windows Server virtual machines, Import/export of VMs and mnage VHDs		
2.3	Install and configure DHCP and DNS roles, configure DHCP scopes and DNS zones	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz Assignment Final exam
3.0	**Values**		
3.1	Demonstrate professional practical skills to apply Microsoft Windows Server configuration knowledge in the next semester advance subjects of Network program.	Laboratory exercises Blackboard Online lecture	Quizzes Assignment Final exam
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	Blackboard Online lecture Tutorials	Quizzes Assignment Forum Final exam

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2, 3, 5, 7, 9	20%
2	Assignment	4	6%
3	Forum	5	4%
4	Final Exam	10	70%

***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:

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Exam Ref AZ-800 Administering Windows Server Hybrid Core Infrastructure by Orin Thomas Administering Windows Server Hybrid Core Infrastructure AZ-800 Exam Guide by Steve Miles
Essential References Materials	https://learn.microsoft.com/en-us/training/courses/az-800t00
Electronic Materials	Administering Windows Server Hybrid Core Infrastructure
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection • Windows Server Virtual Machine
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

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Education & Training Evaluation Commission

Course Specifications

Course Title:	Advanced Windows Server
Course Code:	ACNT 231
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 credit hours
2. Course type	
a.	University ☐ College ☐ Department ☑ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	Level 4 / Year 2
4. Pre-requisites for this course (if any)**:**	ACNT 230
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course teaches IT Professionals to configure advanced Windows Server services using on-premises, hybrid, and cloud technologies. The course teaches IT Professionals how to leverage the hybrid capability-ties of Azure, how to migrate virtual and physical server workloads to Azure IaaS, and how to secure Azure VMs running Windows Server. The course also teaches IT Professionals how to perform tasks related to high availability, troubleshooting, and disaster recovery. The course highlights administrative tools and technologies including Windows Admin Center, PowerShell, Azure Arc, Azure Automation Update Management, Microsoft Defender for Identity, Azure Security Center, Azure Migrate, and Azure Monitor.

2. Course Main Objective

This course is intended for Windows Server Hybrid Administrators who have experience working with Windows Server and want to extend the capabilities of their on-premises environments by combining on-premises and hybrid technologies. Windows Server Hybrid Administrators who already implement and manage on-premises core technologies want to secure and protect their environments, migrate virtual and physical workloads to Azure Iaas, enable a highly available, fully redundant environment, and perform monitoring and troubleshooting. Azure AD Monitor, troubleshoot, and establish business continuity for AD DS services.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Harden the security configuration of the Windows Server operating system environment.	K.3
1.2	Enhance hybrid security using Azure Security Center, Azure Sentinel, and Windows Update Management.	K.4
1.3		
1...		
2	**Skills :**	
2.1	Apply security features to protect critical resources.	S.2
2.2	Implement high availability and disaster recovery solutions.	S.2, S.3
2.3	Implement recovery services in hybrid scenarios.	S.2, S.3
2.4	Plan and implement hybrid and cloud-only migration, backup, and recovery scenarios.	S.2, S.3
2.5	Perform upgrades and migration related to AD DS, and storage.	S.1, S.5
2.6	Manage and monitor hybrid scenarios using WAC, Azure Arc, Azure Automation and Azure Monitor.	S.4
2.7	Implement service monitoring and performance monitoring and apply troubleshooting.	S.2, S.3
2...		
3	**Values:**	
3.1	Demonstrate professional practical skills and ability to solve problem by following instructions.	C.1, C.2
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	C.3
3.3		
3...		

C. Course Content

No	List of Topics	Contact Hours
1	Windows Server security	**1.33**
2	Implementing security solutions in hybrid scenarios (Part 1)	**1.33**
3	Implementing security solutions in hybrid scenarios (Part 2)	**1.33**
4	Implementing Windows Server high availability	**1.33**
5	Disaster recovery in Windows Server	**1.33**
6	Implementing recovery services in hybrid scenarios	**1.33**
7	Upgrade and migrate in Windows Server	**1.33**
8	Server and performance monitoring in Windows Server	**1.33**
9	Implementing operational monitoring in hybrid scenarios	**1.33**
Total		**12**

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	secure Windows Server user accounts, harden the security configuration of a Windows Server operating system environment, deploy updates using Update Services, and secure Windows Server DNS.	Discussions	Forum
1.2	secure on-premises Windows Server resources and Azure IaaS workloads, improve network security for Windows Server IaaS VMs, onboard Windows Server computers to Azure Security Center, enable Update Management, and protect Windows Server IaaS VMs with BitLocker disk encryption.	Online lecture View tutorials Laboratory exercise	Assignment Quiz 1 - 5 Final exam
…			
2.0	**Skills**		
2.1	Protect critical resources by performing security features	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
2.2	Implement high availability and disaster recovery solutions.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
2.3	Implement recovery services in hybrid scenarios.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
2.4	Plan and implement hybrid and cloud-only migration, backup, and recovery scenarios.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
2.5	Perform upgrades and migration related to AD DS, and storage.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
2.6	Manage and monitor hybrid scenarios using WAC, Azure Arc, Azure Automation and Azure Monitor.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
2.7	Implement service monitoring and performance monitoring and apply troubleshooting.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz 1 - 5 Assignment Final exam
…			
3.0	**Values**		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
3.1	Demonstrate professional practical skills and ability to solve problem by following instructions.	Laboratory exercise	Quiz 1 - 5 Assignment Final exam
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	Blackboard Online lecture Tutorials	Quiz 1 - 5 Assignment Forum Final exam
…			

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2, 3, 5, 7, 9	20%
2	Assignment	4	6%
3	Forum	5	4%
4	Final Exam	10	70%
5			

***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:

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	AZ-801T00 Configuring Windows Server Hybrid Advanced Services by Microsoft corporation.
Essential References Materials	https://www.microsoft.com
Electronic Materials	Microsoft Imagine Academy
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection • Windows Server Virtual Machine
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

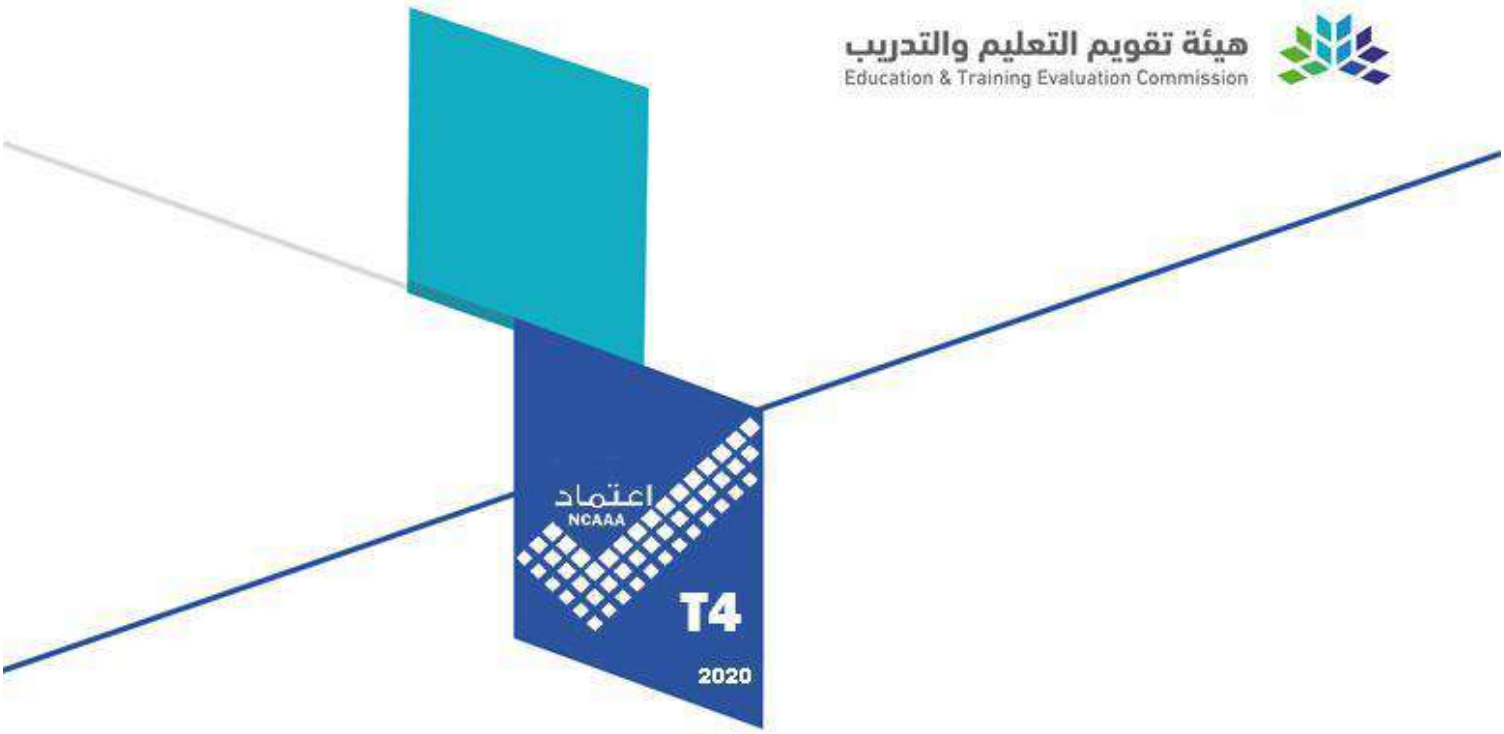
Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Professional certification
Achievement of course learning outcomes	Students	University Survey
Quality of learning resources	Students, faculty	University Survey

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	

هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission



Course Specifications

Course Title:	Routing & Switching
Course Code:	ACNT 232
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 Credit hours
2. Course type	
a.	University ☐ College ☐ Department ☑ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	Level 3 / 2nd Year
4. Pre-requisites for this course (if any)**:**	ACNT 131
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course focuses on switching technologies and router operations that support small-to-medium business networks, including VLAN, STP, and DHCP. In this course, the student will perform basic network configuration and troubleshooting, identify and mitigate LAN issues, and configure and secure a basic WLAN.

2. Course Main Objective

This course is designed to impart knowledge about detailed knowledge of Computer Networks, various protocols used in Communication, Managing and configuring Cisco Switches and Routers and various WAN technologies

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding**	

CLOs		Aligned PLOs
1.1	Explain how Layer 2 switches forward data	K.1
1.2	Implement VLANs and trunking in a switched network.	K.3
1.3	Explain how STP enables redundancy in a Layer 2 network	K.4
1.4	Implement DHCPv4 to operate across multiple LANs.	K.4
1.5	Explain how FHRPs provide default gateway services in a redundant network.	K.1
2	**Skills:**	
2.1	Work with routers, switches and wireless devices to configure and troubleshoot VLANs, Wireless LANs and Inter-VLAN routing.	S.1
2.2	Troubleshoot inter-VLAN routing on Layer 3 devices.	S2, S.3
2.3	Troubleshoot EtherChannel on switched links.	S.2
2.4	Configure and troubleshoot redundancy on a switched network using STP and EtherChannel.	S.4
2.5	Configure dynamic address allocation in IPv6 networks.	S.3
2.6	Configure routers to use information in packets to make forwarding decisions.	S2
2.7	Configure IPv4 and IPv6 static routes.	S3
3	**Values:**	
3.1	Develop critical thinking and problem-solving skills using real equipment and Cisco Packet Tracer	C.1
3.2	Develop and design a small and mid-size network using the IP addresses.	C.2

C. Course Content

No	List of Topics	Contact Hours
1	Basic Device Configuration including Switch and router	**1.33**
2	Understanding Switch Concepts	**1.33**
3	VLANs Concept and Configuration	**1.33**
4	Inter-VLAN Routing	**1.33**
5	Spanning Tree Protocol	**1.33**
6	Etherchannel Operation, Configuration and Verification	**1.33**
7	DHCPv4 Concepts and Configuration of Server and Client	**1.33**
8	SLAAC and DHCPv6 Concepts	**1.33**
9	FHRP Concepts	**1.33**
Total		**12**

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	Explain how Layer 2 switches forward data	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
1.2	Implement VLANs and trunking in a switched network.		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.3	Explain how STP enables redundancy in a Layer 2 network		
1.4	Implement DHCPv4 to operate across multiple LANs.		
1.5	Explain how FHRPs provide default gateway services in a redundant network.		
2.0	**Skills**		
2.1	Work with routers, switches and wireless devices to configure and troubleshoot VLANs, Wireless LANs and Inter-VLAN routing.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
2.2	Troubleshoot inter-VLAN routing on Layer 3 devices.		
2.3	Troubleshoot EtherChannel on switched links.		
2.4	Configure and troubleshoot redundancy on a switched network using STP and EtherChannel.		
2.5	Configure dynamic address allocation in IPv6 networks.		
2.6	Configure routers to use information in packets to make forwarding decisions.		
2.7	Configure IPv4 and IPv6 static routes.		
3.0	**Values**		
3.1	Develop critical thinking and problem-solving skills using real equipment and Cisco Packet Tracer	Online lecture Laboratory exercises Discussions	Forum
3.2	Develop and design a small and mid-size network using the IP addresses.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quiz	2, 3, 5, 7, 9	20%
2	Assignment	6	6%
3	Forum	8	4%
4	Final Exam	10	70%

***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 :

- The faculty members are required to display at the front of their office a schedule divided into lecture hours and office hours.

- The office hours are available for individual student consultation and counseling, which is on average 30-45 minutes per course per day.
- Besides each faculty member providing counseling to their students, there are also other sources of counseling to students. These are the college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Switching, Routing, and Wireless Essentials Labs and Study Guide (CCNAv7), ISBN-13: 9780136634386
Essential References Materials	CCNA Cisco Certified Network Associate Study Guide by Todd Lamme, ISBN: 0-7821-2647-2
Electronic Materials	https://www.netacad.com
Other Learning Materials	lms.kau.edu.sa (BlackBoard)

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Cisco Packet Tracer downloaded from student's account on netacad.com. • Internet connection
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement, of course, learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

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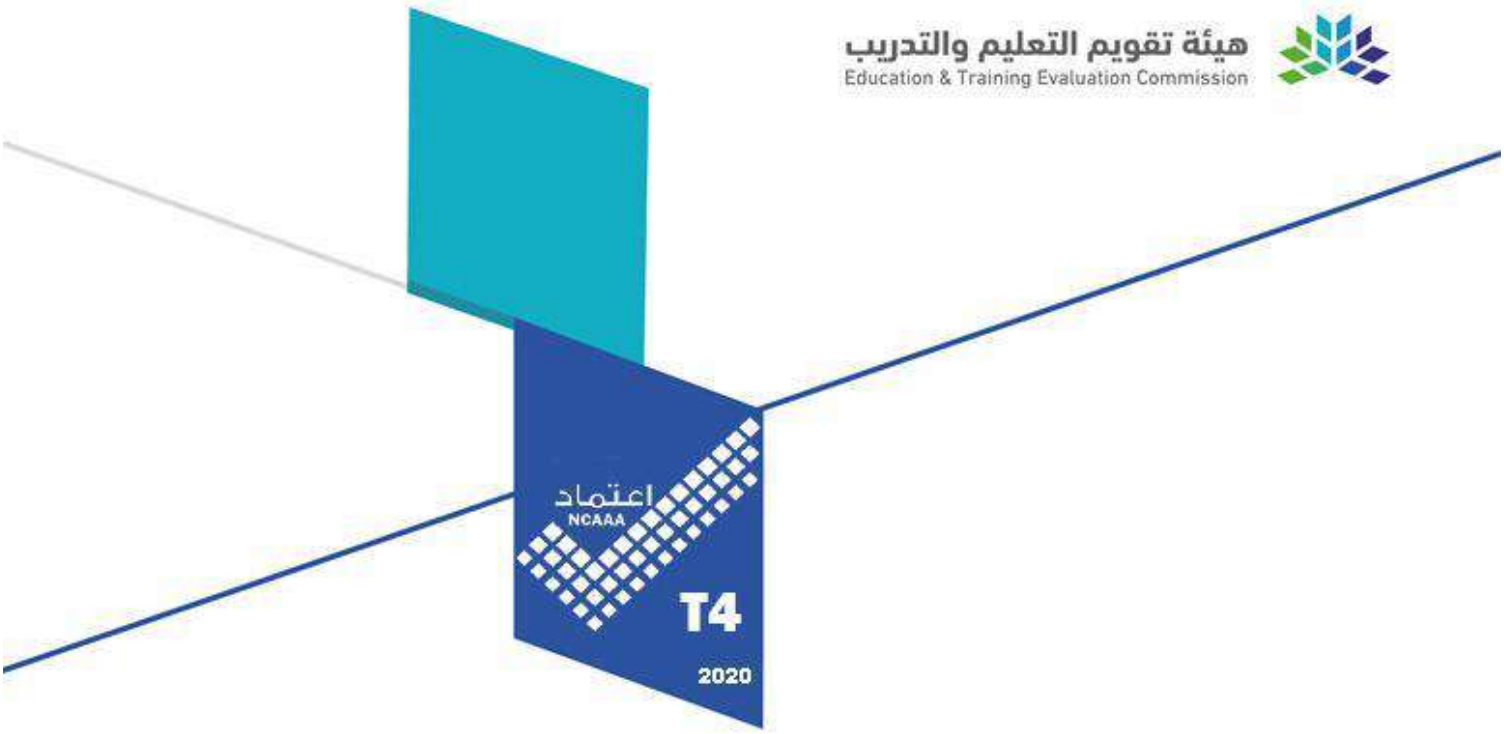
Education & Training Evaluation Commission



Course Specifications

Course Title:	WAN Technology
Course Code:	ACNT 233
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 Credit hours
2. Course type	
a.	University ☐ College ☑ Department ☐ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	2th Year, Level 3
4. Pre-requisites for this course (if any)**:**	ACNT 131
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course focuses on switching technologies and router operations that support small-to-medium business networks, including wireless local area networks (WLAN) and security concepts. In this course, the student will perform basic network configuration and troubleshooting, identify and mitigate LAN security threats, and configure and secure a basic WLAN.

2. Course Main Objective

This course is designed to impart knowledge about detailed knowledge of Computer Networks, various protocols used in Communication, Managing and configuring Cisco Switches and Routers and various WAN technologies.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Explain how vulnerabilities compromise LAN security	K.3
1.2	Explain how WLANs enable network connectivity.	K.3
1.3	Describe WLAN technology and standards.	K.4
1.4	Explain how routers use information in packets to make forwarding decisions.	K.4
2	**Skills :**	
2.1	Implement switch security to mitigate LAN attacks.	S.1
2.2	Implement a WLAN using a wireless router and WLC.	S.2
2.3	Configure IPv4 and IPv6 static routes.	S.2
2.4	Troubleshoot static and default route configurations.	S.3
2.5	Configure basic settings on a Cisco IOS router.	S.1
3	**Values:**	
3.1	Develop critical thinking and problem-solving skills using real equipment and Cisco Packet Tracer.	C.1
3.2	Develop and design a small and mid-size network using the IP addresses	C.2

C. Course Content

No	List of Topics	Contact Hours
1	LAN Security Concepts	**1.33**
2	Switch Security Configuration	**1.33**
3	WLAN Concepts	**1.33**
4	WLAN Configuration	**1.33**
5	Routing Concepts	**1.33**
6	Routing Table	**1.33**
7	IP Static Routing	**1.33**
8	IP Static Routing Configuration	**1.33**
9	Troubleshooting Static and Default Routes	**1.33**
Total		12

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	Explain how vulnerabilities compromise LAN security	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
1.2	Explain how WLANs enable network connectivity.		
1.3	Describe WLAN technology and standards.		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.4	Explain how routers use information in packets to make forwarding decisions.		
2.0	**Skills**		
2.1	Implement switch security to mitigate LAN attacks.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
2.2	Implement a WLAN using a wireless router and WLC.		
2.3	Configure IPv4 and IPv6 static routes.		
2.4	Troubleshoot static and default route configurations.		
2.5	Configure basic settings on a Cisco IOS router.		
3.0	**Values**		
3.1	Develop critical thinking and problem-solving skills using real equipment and Cisco Packet Tracer.	Online lecture Laboratory exercises Discussions	Forum
3.2	Understand basic to advance levels of networking including network security and services and network programmability and automation.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quiz	2, 3, 5, 7, 9	20%
2	Assignment	6	6%
3	Forum	8	4%
4	Final Exam	10	70%

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

E. Student Academic Counseling and Support

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

- The faculty members are required to display at the front of their office a schedule divided into lecture hours and office hours.
- The office hours are available for individual student consultation and counseling, which is on average 30-45 minutes per course per day.
- Besides each faculty member providing counseling to their students, there are also other sources of counseling to students. These are the college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Switching, Routing, and Wireless Essentials Labs and Study Guide (CCNAv7) ISBN-13: 9780136634386

Essential References Materials	CCNA Cisco Certified Network Associate Study Guide by Todd Lamme ISBN: 0-7821-2647-2
Electronic Materials	https://www.netacad.com
Other Learning Materials	lms.kau.edu.sa (BlackBoard)

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Cisco Packet Tracer downloaded from student's account on netacad.com. • Internet connection
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement, of course, learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission

اعتماد NCAAA T4 2020

Course Specifications

Course Title:	Advance Routing and Switching
Course Code:	ACNT 234
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 Credit hours
2. Course type	
a.	University ☐ College ☐ Department ☑ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	2th Year, Level 4
4. Pre-requisites for this course (if any)**:**	ACNT 232
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course focuses on switching technologies and router operations that support small-to-medium business networks, including wireless local area networks (WLAN) and security concepts. In this course, the students will perform basic network configuration and troubleshooting, identify and mitigate LAN security threats, and configure and secure a basic WLAN. It also covers quality of service (QoS) mechanisms used for secure remote access.

2. Course Main Objective

This course is designed to impart knowledge about detailed knowledge of Computer Networks, various protocols used in Communication, managing and configuring Cisco switches and routers and various WAN technologies.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Explain how single-area OSPF operates in both point-to-point and broadcast multiaccess networks.	K.1
1.2	Implement single-area OSPFv2 in both point-to-point and broadcast multiaccess network	K.3
1.3	Explain how vulnerabilities, threats, and exploits can be mitigated to enhance network security.	K.4
1.4	Explain how ACLs are used as part of a network security policy.	K.4
2	**Skills:**	
2.1	Work with routers and switches using OSPF in point-to-point and multiaccess networks.	S.1
2.2	Implement IPv4 ACLs to filter traffic and secure administrative access.	S2, S.4
2.3	Configure NAT services on the edge router to provide IPv4 address scalability.	S.2
2.4	Mitigate threats and enhance network security using access control lists and security best practices.	S.4
2.5		S.3
3	**Values:**	
3.1	Develop critical thinking and problem-solving skills using real equipment and Cisco Packet Tracer	C.1
3.2	Develop, secure and design a small and mid-size network using the OSPFv2 and ACLs.	C.2

C. Course Content

No	List of Topics	Contact Hours
1	Single-Area OSPFv2 Concepts	1.33
2	Single-Area OSPFv2 Configuration	1.33
3	Quality of Service Concepts	1.33
4	Network Security Concepts	1.33
5	ACL Concepts	1.33
6	ACLs for IPv4 Configuration	1.33
7	NAT for IPv4	1.33
8	WAN Concepts	1.33
9	VPN and IPsec Concepts	1.33
Total		12

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	Explain how single-area OSPF operates in both point-to-point and broadcast multiaccess networks.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
1.2	Implement single-area OSPFv2 in both point-to-point and broadcast multiaccess network		
1.3	Explain how vulnerabilities, threats, and exploits can be mitigated to enhance network security.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
1.4	Explain how ACLs are used as part of a network security policy.		
2.0	**Skills**		
2.1	Work with routers and switches using OSPF in point-to-point and multiaccess networks.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
2.2	Implement IPv4 ACLs to filter traffic and secure administrative access.		
2.3	Configure NAT services on the edge router to provide IPv4 address scalability.	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
2.4	Mitigate threats and enhance network security using access control lists and security best practices.		
3.0			
3.1	Develop critical thinking and problem-solving skills using real equipment and Cisco Packet Tracer	Online lecture Laboratory exercises Discussions	Forum
3.2	Develop, secure and design a small and mid-size network using the OSPFv2 and ACLs.	Online lecture Laboratory exercises	Quiz 1 – 5 Assignment Final exam

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	5 Quizzes	2,3,5,7,9	20%
2	Assignment	Between week 2 and 7	6%
3	Forum	Between week 2 and 8	4%
4	Final Exam	10	70%

***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 :

- The faculty members are required to display at the front of their office a schedule divided into lecture hours and office hours.

- The office hours are available for individual student consultation and counseling, which is on average 30-45 minutes per course per day.
- Besides each faculty member providing counseling to their students, there are also other sources of counseling to students. These are the college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Switching, Routing, and Wireless Essentials Labs and Study Guide (CCNAv7) ISBN-13: 9780136634386
Essential References Materials	CCNA Cisco Certified Network Associate Study Guide by Todd Lamme ISBN: 0-7821-2647-2
Electronic Materials	www.netacad.com
Other Learning Materials	lms.kau.edu.sa KAU Blackboard

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• KAU Blackboard
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Projector for slide presentation • Microsoft Visio
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey

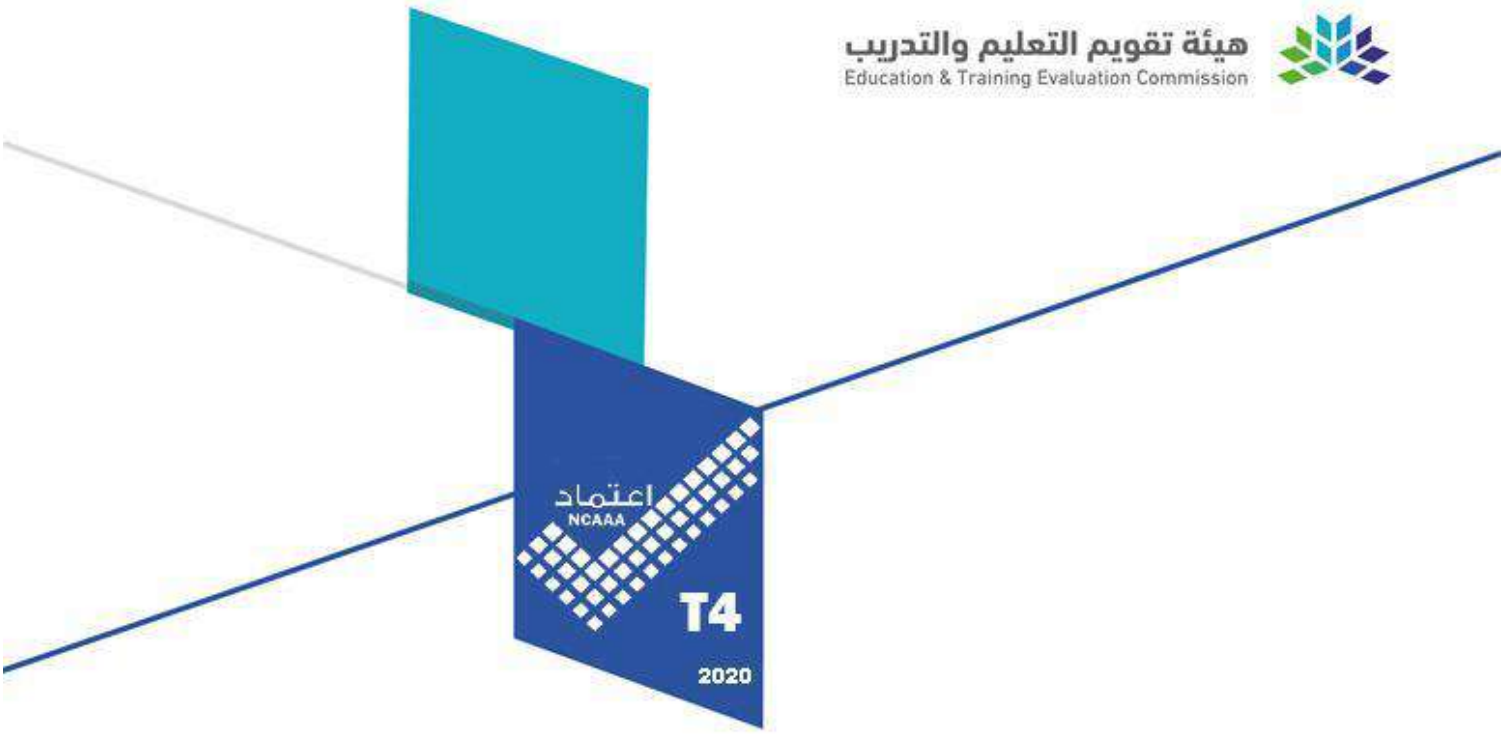
Evaluation Areas/Issues	Evaluators	Evaluation Methods
Achievement, of course, learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission



Course Specifications

Course Title:	Advanced WAN Technology
Course Code:	ACNT 235
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 credit hours
2. Course type	
a.	University ☐ College ☐ Department ☑ Others ☐
b.	Required ☑ Elective ☐
3. Level/year at which this course is offered:	Level 4 / Year 2
4. Pre-requisites for this course (if any)**:**	ACNT 233
5. Co-requisites for this course (if any)**:**	Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100%
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This course describes the architectures and considerations related to designing, securing, operating, and troubleshooting enterprise networks. It covers wide area network (WAN) technologies along with the introduction of software-defined networking, virtualization, and automation concepts that support the digitalization of networks.

2. Course Main Objective

This course is designed to impart knowledge about detailed knowledge of Computer Networks, various protocols used in Communication, Managing and configuring Cisco Switches and Routers and various WAN technologies.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Work with routers and switches using OSPF in point-to-point and multiaccess networks.	K.1
1.2	Understand virtualization, SDN, and how APIs and configuration management tools enable network automation.	K.3
1.3	Mitigate threats and enhance network security using access control lists and security best practices	K.4
1.4	Explain how technologies such as virtualization, software-defined networking, and automation affect evolving networks	K.4
2	**Skills:**	
2.1	Explain how networking devices implement Quality of Service	S.1
2.2	Implement protocols to manage the network	S2, S.4
2.3	Explain how to optimize scalable network	S.2
2.4	Explain how to monitor scalable network	S.4
2.5	Explain how to troubleshoot scalable network	S.3
3	**Values:**	
3.1	Develop critical thinking and problem-solving skills using real equipment and Cisco Packet Tracer.	C.1
3.2	Understand basic to advance levels of networking including network security and services and network programmability and automation.	C.2

C. Course Content

No	List of Topics	Contact Hours
1	Revision for WAN Technology	1.33
2	Introduction to Advanced WAN Technology	1.33
3	Network Management	1.33
4	Network Design	1.33
5	Network Troubleshooting	1.33
6	Network Virtualization	1.33
7	Network Automation – Part 1	1.33
8	Network Automation– Part 2	1.33
9	Revision and Chapter Assessments in NETACAD	1.33
Total		**12**

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	Work with routers and switches using OSPF in point-to-point and multiaccess networks.		
1.2	Understand virtualization, SDN, and how APIs and configuration		Quiz 1 - 5

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
	management tools enable network automation.	Online lecture Laboratory exercises	Assignment Final exam
1.3	Mitigate threats and enhance network security using access control lists and security best practices		
1.4	Explain how technologies such as virtualization, software-defined networking, and automation affect evolving networks		
2.0	**Skills**		
2.1	Explain how networking devices implement Quality of Service	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
2.2	Implement protocols to manage the network		
2.3	Explain how to optimize scalable network	Online lecture Laboratory exercises	Quiz 1 - 5 Assignment Final exam
2.4	Explain how to monitor scalable network		
2.5	Explain how to troubleshoot scalable network		
3.0	**Values**		
3.1	Develop critical thinking and problem-solving skills using real equipment and Cisco Packet Tracer.	Online lecture Laboratory exercises Discussions	Forum
3.2	Understand basic to advance levels of networking including network security and services and network programmability and automation.	Online lecture Laboratory exercises	Quiz 1 – 5 Assignment Final exam

2. Assessment Tasks for Students

#	*Assessment task	Week Due	Percentage of Total Assessment Score
1	Quizzes 5	2,3,5,7,9	%20
2	1 Assignments	Between week 2 and 7	6%
3	1 Forum	Between 2 and 8	4%
4	Final	Week 10	70%

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

E. Student Academic Counseling and Support

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

- The faculty members are required to display at the front of their office a schedule divided into lecture hours and office hours.
- The office hours are available for individual student consultation and counseling, which is on average 30-45 minutes per course per day.

- Besides each faculty member providing counseling to their students, there are also other sources of counseling to students. These are the college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Switching, Routing, and Wireless Essentials Labs and Study Guide (CCNAv7) ISBN-13: 9780136634386
Essential References Materials	CCNA Cisco Certified Network Associate Study Guide by Todd Lamme ISBN: 0-7821-2647-2
Electronic Materials	www.netacad.com
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Lecture room with 25 to 30 student's accommodation. • Computer Lab with all its essentials accommodates 25 to 30 students.
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Projector for slide presentation • Microsoft Visio
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

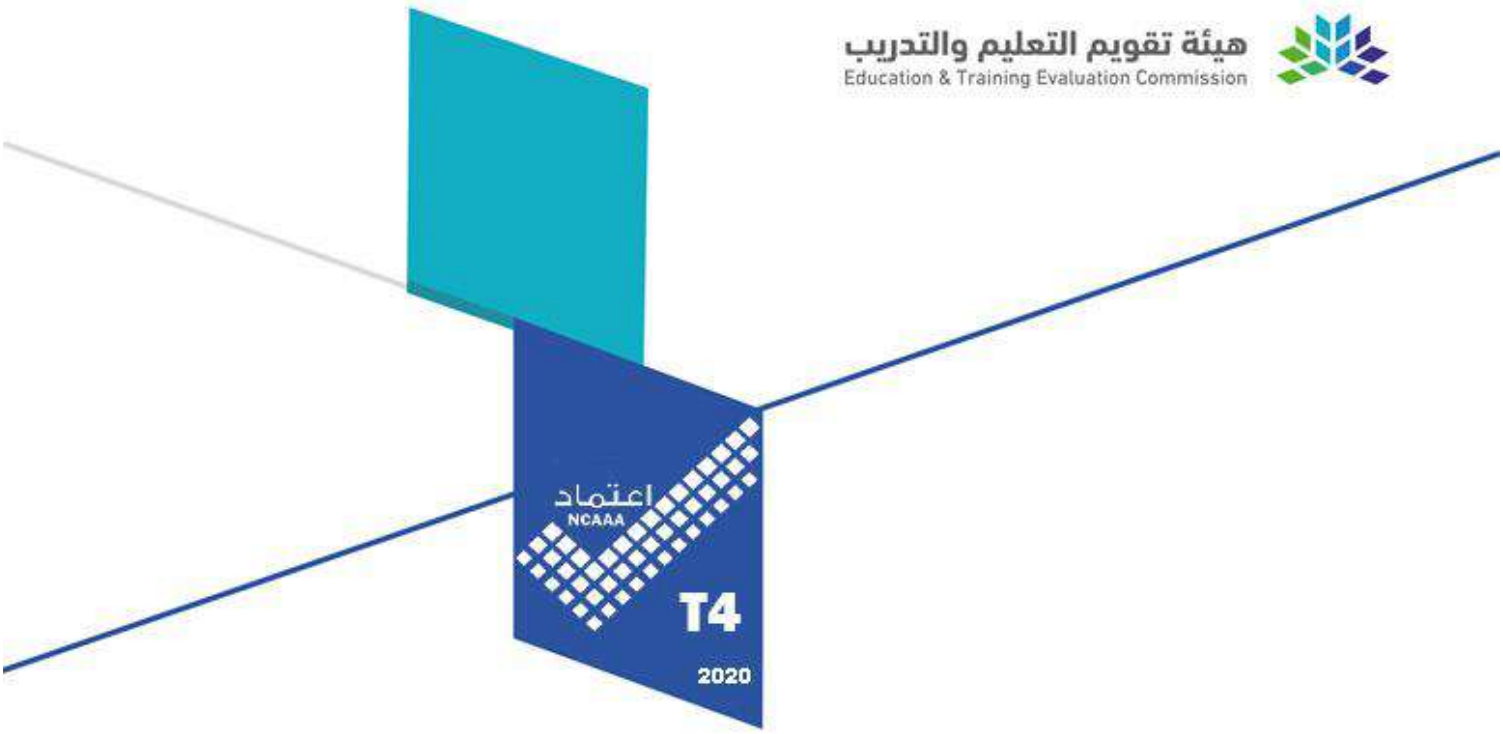
Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University survey
Quality of learning resources	Students, faculty	University survey

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	

هيئة تقويم التعليم والتدريب
Education & Training Evaluation Commission



Course Specifications

Course Title:	Cloud Computing
Course Code:	ACNT 280
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours:	3 credit hours
2. Course type	
a.	University ☐ College ☐ Department ☒ Others ☐
b.	Required ☒ Elective ☐
3. Level/year at which this course is offered:	2nd Year, level 4
4. Pre-requisites for this course (if any)**:**	
Not Applicable	
5. Co-requisites for this course (if any)**:**	
Not Applicable	

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	6
2	**Laboratory/Studio**	6
3	**Tutorial**	
4	**Others** (specify)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

The course measures students' ability to accomplish technical tasks such as understanding the cloud; enabling Microsoft cloud services; administering Microsoft 365 and Microsoft Azure; using and configuring Microsoft cloud services; and supporting cloud users.

2. Course Main Objective

Students will learn foundational level knowledge of cloud services and how those services are provided with Microsoft Azure, learn the Basic Concepts of Azure and Cloud Computing, Describe the benefits and considerations of using cloud services. Describe the differences between Infrastructure-as-a-Service (IaaS), Platform-as-a-Service (PaaS) and Software-as-a-Service (SaaS). Describe the differences between Public, Private and Hybrid cloud models and Understand Azure management tools.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Manage Microsoft 365, Microsoft Azure.	K.1
1.2	Creating Users and Groups and Assigning Services and Licenses in Microsoft 365, Creating Users and Groups and Assigning Services and Licenses in Microsoft Azure	K.3, K.4
2	**Skills :**	
2.1	Understand terms such as High Availability, Scalability, Elasticity, Agility, Fault Tolerance, and Disaster Recovery. Understand the principles of economies of scale. Describe Infrastructure-as-a-Service (IaaS), Describe Platform-as-a-Service (PaaS), Describe Software-as-a-Service (SaaS)	S.1
2.2	Understand security, privacy, compliance and trust with Microsoft Azure and pricing and support models available with Microsoft.	S.2, S.3
3	**Values:**	
3.1	Demonstrate professional practical skills and ability to solve problem by following instructions.	V.1, V.2
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	V.3

C. Course Content

No	List of Topics	Contact Hours
1	Understanding the Cloud	1.33
2	Microsoft 365 Services	1.33
3	Security, compliance, privacy, and trust in Microsoft 365	1.33
4	Microsoft 365 Pricing and Support	1.33
5	Core Azure Services	1.33
6	Core Solutions	1.33
7	Security	1.33
8	Identity, governance, privacy, and compliance	1.33
9	Azure pricing and lifecycle	1.33
Total		12

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	Understanding How Cloud Services Manage Privacy, Understanding How Data is secured at Rest or On-the-Wire, Monitoring Service Health, Service Maintenance, and Future Roadmap Publishing.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz, Forum, Assignment, Final exam
1.2	Differentiating Between the Types of Cloud Services and Their Characteristics,	Textbox reading Online lecture	Quiz, Forum,

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
	Integrating the Cloud with On-premises Services in Hybrid Scenarios, Selecting a Cloud Service Plan for Microsoft 365, Setting up the Initial Configuration of Cloud Services for Microsoft Azure.	View tutorials Laboratory exercise	Assignment, Final exam
…			
2.0	**Skills**		
2.1	Understanding Azure Services, Understanding Azure Disaster Recovery, High Availability, Redundancy, and Fault Tolerance, Differentiating Between Cloud Identities, Adding Users to Microsoft Azure	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz, Forum, Assignment, Final exam
2.2	Understanding Core Azure architectural components, Core Azure Services and Products, Securing network connectivity in Azure, Security tools and features, Azure subscriptions, Planning and managing costs.	Textbox reading Online lecture View tutorials Laboratory exercise	Quiz, Forum, Assignment, Final exam
…			
3.0	**Values**		
3.1	Demonstrate professional practical skills and ability to solve problem by following instructions.	Laboratory exercise	Quiz, Forum, Assignment, Final exam
3.2	Appraise to use computer such as internet facility, Learning Management System (Blackboard) etc.	Blackboard Online lecture Tutorials	Quiz, Forum, Assignment, Final exam
…			

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quizzes	2, 3, 5, 7, 9	20%
2	Assignment	4	6%
3	Forum	5	4%
4	Final Exam	10	70%
5			
6			
7			
8			

***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 :

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.

- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Exam Ref AZ-900 Microsoft Azure Fundamentals by Jim Cheshire (Author) Exam Ref MS-900T01 Microsoft 365 Fundamentals by Microsoft Official Academic Course (Author)	
Essential References Materials	https://www.microsoft.com	
Electronic Materials	Microsoft Imagine Academy	
Other Learning Materials	lms.kau.edu.sa	

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Blackboard system
Technology Resources (AV, data show, Smart Board, software, etc.)	• Personal computers for the instructor and students • Internet connection
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Not applicable

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, University Survey
Achievement of course learning outcomes	Students	University Survey
Quality of learning resources	Students, faculty	University Survey

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	

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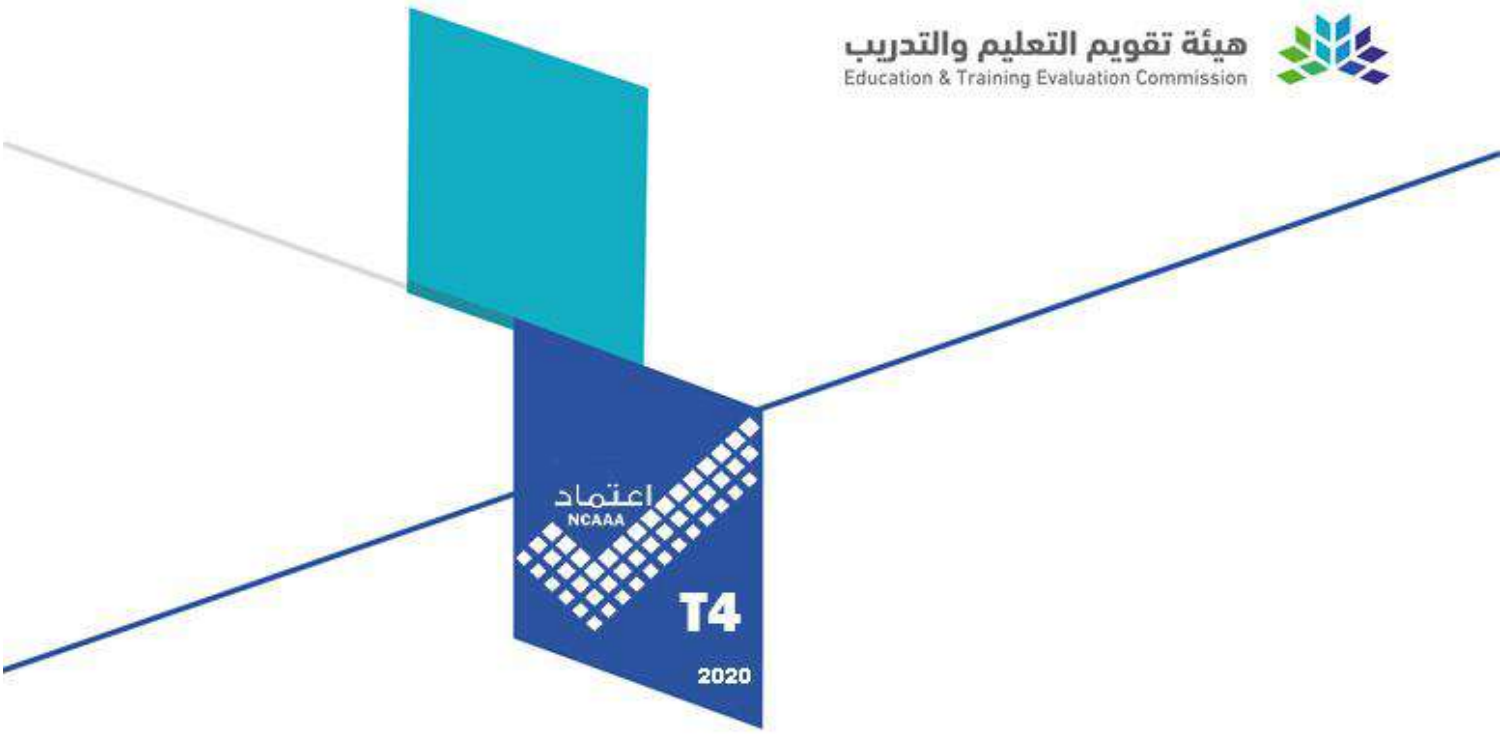
Education & Training Evaluation Commission



Course Specifications

Course Title:	Project
Course Code:	ACNT 290
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours: 3
2. Course type **a.** University ☐ College ☐ Department ☒ Others ☐ **b.** Required ☒ Elective ☐
3. Level/year at which this course is offered: Level 4 / 2nd year
4. Pre-requisites for this course (if any): ACNT 232, ACNT 233
5. Co-requisites for this course (if any)**:** Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	
2	**Laboratory/Studio**	
3	**Projects/Research Essays/Theses**	12
4	**Others** (Field training)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description The Student is required to function on multidisciplinary team to apply the concepts discussed throughout the Applied Computing and Network Technologies program into a practical project guided by the course instructor. This course is the first of two courses that require the student to start by designing a system until the implementation. Course lectures will include briefing about projects, presentation skills and evaluation criteria. The end of the course requires a written and oral examination.
2. Course Main Objective The goal of the Project (I) course is to apply the concepts discussed throughout the program career through a practical project; where the focus is on the design phase; which student will present to a jury formed by the department instructors. Student will prepare a project report and prepare at least a 15-minute presentation with demonstration.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Recognize the existence of a problem	K.2
1.2	Outline technical and scientific knowledge needed	K.4
2	**Skills :**	
2.1	Analyze a problem	S.2
2.2	Design expected solutions	S.4
3	**Values:**	
3.1	Demonstrate effective communication skills among group members	C.3, C.4
3.2	Demonstrate how to make important decisions	C.2

C. Course Content

No	List of Topics	Contact Hours
1	Briefing about project	**1.33**
2	Supervisor and student agree on topic	**1.33**
3	Proposal presentation	**1.33**
4	Discuss progress 1st stage (Final Proposal)	**1.33**
5	Discuss progress 2nd stage (Project Plan)	**1.33**
6	Discuss progress 3rd stage (Project Log)	**1.33**
7	Discuss progress 4th (Initial Output File)	**1.33**
8	Discuss progress 5th (Final Output File)	**1.33**
9	Project presentation	**1.33**
Total		12

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	Recognize the existence of a problem	Blended learning, Collaborative learning, Discussion	Proposal presentation, Mid-term report, Final report, Final presentation
1.2	Outline technical and scientific knowledge needed		
2.0	**Skills**		
2.1	Analyze a problem	Blended learning, Collaborative learning, Discussion	Proposal presentation, Mid-term report, Final report, Final presentation
2.2	Design expected solutions		
3.0	**Values**		
3.1	Demonstrate effective communication skills among group members	Blended learning, Collaborative learning, Discussion	Proposal presentation, Mid-term report, Final report, Final presentation
3.2	Demonstrate how to make important decisions		

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Proposal presentation	2	10%
2	Mid-term report	5	10%
3	Final report	9	60%
4	Final presentation	10	20%

***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 :

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	
Essential References Materials	
Electronic Materials	
Other Learning Materials	lms.kau.edu.sa

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	College maintains a very high standard of safety and security arrangements. Providing the students with healthy educational environment with all possible latest and essential educational equipments and Supplies: • Lecture room with 25 to 30 student's accommodation.

Item	Resources
	• Computer Lab with all its essentials accommodates 25 to 30 students.
Technology Resources (AV, data show, Smart Board, software, etc.)	College uses enough resources to ensure that the latest technology is used and thus modifications, improvements, updating and replacements are commonplace to stay compatible. College have following facilities: • Each lecture room is equipped with latest computer and computing devices including projectors, remote control screens. • All the information technology laboratory room have computer for each and every student. • Learning is also heavily computer based and each faculty member maintains his own website where students can access to carry out various learning activities.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	High speed Internet, Wi-Fi facility

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Professional certification
Achievement of course learning outcomes	Students	Projects, Assignments, Presentations,
Quality of learning resources	Students, faculty	University Survey

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	

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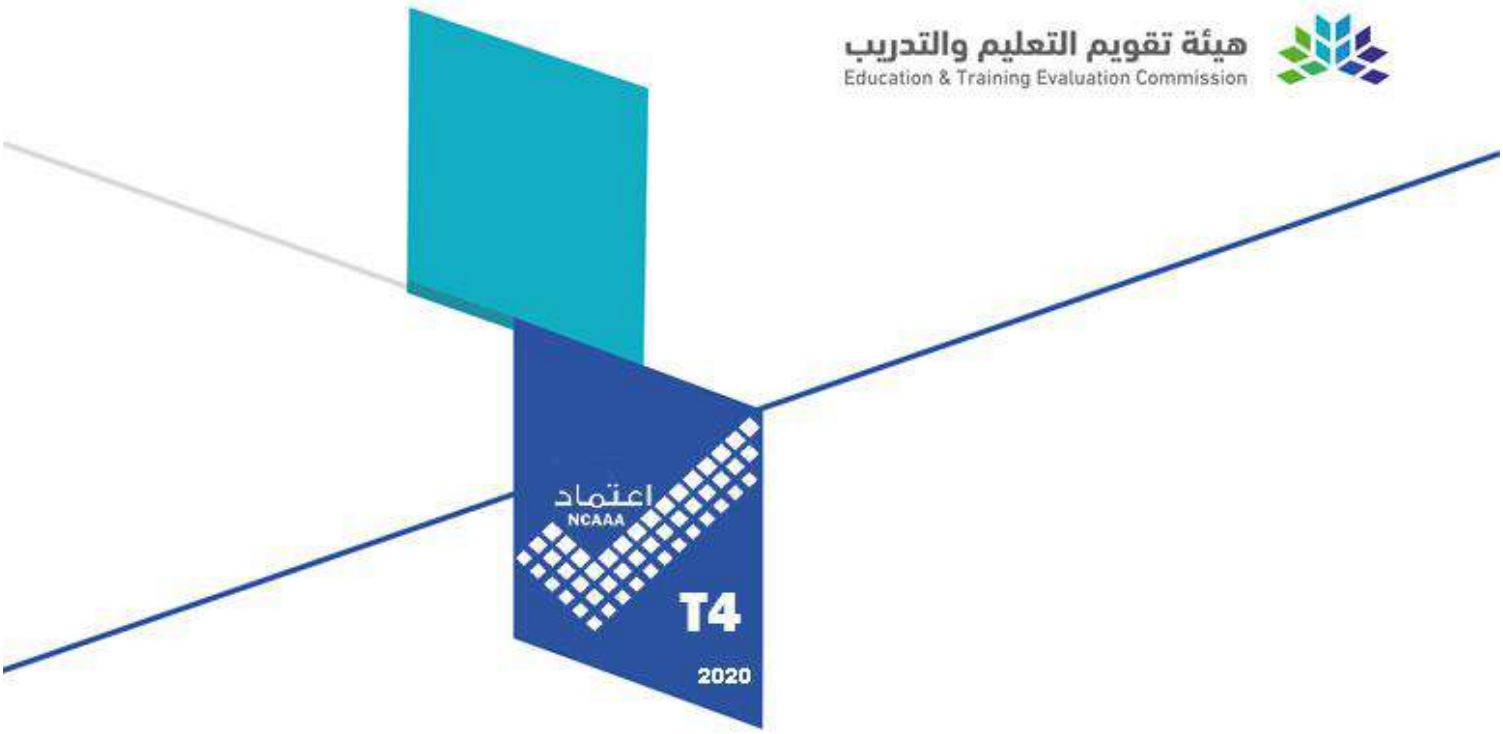
Education & Training Evaluation Commission



Course Specifications

Course Title:	Practical Training
Course Code:	ACNT 291
Program:	General Intermediate Diploma in Applied Computing and Network Technologies
Department:	Computer and Information Technology
College:	The Applied College
Institution:	King Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours: 3
2. Course type **a.** University ☐ College ☐ Department ☒ Others ☐ **b.** Required ☒ Elective ☐
3. Level/year at which this course is offered: Level 4 / Year 2
4. Pre-requisites for this course (if any): ACNT 232, ACNT 233
5. Co-requisites for this course (if any)**:** Not Applicable

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**		
2	**Blended**		
3	**E-learning**	12	100
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	12
2	**Laboratory/Studio**	
3	**Tutorial**	
4	**Others** (Field training)	
	Total	12

B. Course Objectives and Learning Outcomes

1. Course Description

This is a mandatory training program for all students in the department. The course is designed to provide students an opportunity to learn essential techniques and skills required in the work environment. The course will cover topics that enable student to prepare for employment and also to excel in any work environment.

2. Course Main Objective

Practical Training is a great experience that provides students an opportunity to learn essential techniques and skills required in the work environment. The course will enable student to prepare for employment and at the end to excel in any work environment. By the end of the course students will be able to describe work ethics, discuss problem solving in a real working environment, identify soft and hard skills required in market.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Recognize real work environment	K.5
1.2	Describe ethic of working in organization	K.5
2	**Skills:**	
2.1	Analyze in-depth knowledge of the field	S.2
2.2	Evaluate problems	S.4
3	**Values:**	
3.1	Demonstrate effective communication skills	C.3, C.4
3.2	Demonstrate how to make important decisions	C.2

C. Course Content

No	List of Topics	Contact Hours
1	Resume Writing Skills	1.33
2	Job Interview Preparation Part I	1.33
3	Job Interview Preparation Part II	1.33
4	Communication Skills in Business Part I	1.33
5	Communication Skills in Business Part II	1.33
6	Presentation Skills	1.33
7	Report Writing Basics	1.33
8	Emotional Intelligence	1.33
9	Soft and Hard Skills	1.33
Total		**12**

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	Recognize real work environment	Blended learning, Collaborative learning, Discussion	Reports and presentation
1.2	Describe ethic of working in organization		
…			
2.0	**Skills**		
2.1	Analyze in-depth knowledge of the field		

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
2.2	Evaluate problems	Blended learning, Collaborative learning, Discussion	Reports and presentation
…			
3.0	**Values**		
3.1	Demonstrate effective communication skills	Blended learning, Collaborative learning, Discussion	Reports and presentation
3.2	Demonstrate how to make important decisions		
…			

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Assessment	3	6%
2	Periodic Assessments	2,4,5,6,7	20%
3	Course Forum	8	4%
4	Project	8	30%
5	Final Exam	9	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 :

- The faculty members are required to display at the front of their office a schedule dividing into lecture hours and office hours.
- The office hours are available for individual student's consultation and counselling, which is on average 30-45 minutes per course per day.
- Beside each faculty member provides counseling to their students, there are also other sources of counseling to students. These are college admission office and counsel and alumni office.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Lustberg, A. (2020). How to sell yourself. Career press. ISBN 1-56414-585-9
Essential References Materials	
Electronic Materials	
Other Learning Materials	lms.kau.edu.sa Burnett, B., & Evans, D. (2016). Designing your life: How to build a well-lived, joyful life. Knopf. Ebook ISBN 9781101875339

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	N/A
Technology Resources (AV, data show, Smart Board, software, etc.)	N/A
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	N/A

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching and assessment	Students, Coordinator	Course report form, university survey
Achievement of course learning outcomes	Students	University Survey
Quality of learning resources	Students, faculty	University Survey

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	

2023
TP-155

Field Experience Specification

Course Title:	*Practical Training*
Course Code:	*ACNT 290*
Program:	*General Intermediate Diploma in Applied Computing and Network Technologies*
Department:	*Computer and Information Technology*
College:	*The Applied College*
Institution:	*King Abdulaziz University*
Field Experience Version Number:	*2*
Last Revision Date:	*18/03/2024*

Table of Contents

A. Field Experience Details:

1. Credit hours:		
3		
2. Level/year at which Field Experience is offered:		
4/2		
3. Time allocated for Field Experience activities		
(6) Weeks	(32) Days	(250) Hours
4. Corequisite (or prerequisites if any) to join Field Experience		
ACNT 232, ACNT 233		
5. Mode of delivery		
■ In-person/onsite	☐ hybrid (onsite/online)	☐ Online

B. Field Experience Course Learning Outcomes (CLOs), Training Activities and Assessment Methods

Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
1.0	Knowledge and understanding				
1.1	Recognize real work environment	K.5	Blended learning, Collaborative learning, Discussion	Reports and presentation	Teaching Staff, Field Supervisor
1.2	Explain Work ethics	K.5	Blended learning, Collaborative learning, Discussion	Reports and presentation	Teaching Staff, Field Supervisor
…					
2.0	Skills				
2.1	Analyze in-depth knowledge of the field	S.2	Blended learning, Collaborative learning, Discussion	Reports and presentation	Teaching Staff, Field Supervisor
2.2	Discuss problem solving in a real working environment	S.4	Blended learning, Collaborative learning, Discussion	Reports and presentation	Teaching Staff, Field Supervisor

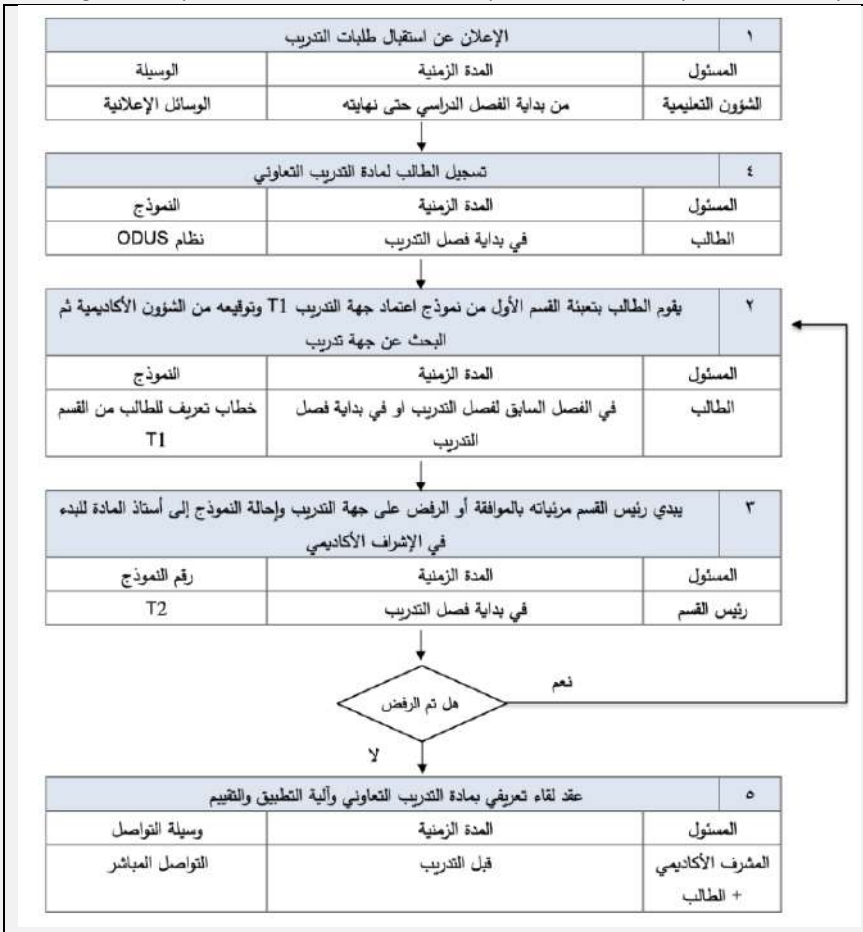
Code	Learning Outcomes	Aligned PLO Code	Training Activities	Assessment Methods	Assessment Responsibility
...					
3.0	**Values, autonomy, and responsibility**				
3.1	**Demonstrate effective communication skills**	**C.3, C.4**	**Blended learning, Collaborative learning, Discussion**	**Reports and presentation**	**Teaching Staff, Field Supervisor**
3.2	**Demonstrate how to make important decisions**	**C.2**	**Blended learning, Collaborative learning, Discussion**	**Reports and presentation**	**Teaching Staff, Field Supervisor**
...					

*Assessment methods (i.e., practical test, field report, oral test, presentation, group project, essay, etc.).

C. Field Experience Administration

1. Field Experience Flowchart for Responsibility

Including units, departments, and committees responsible for field experience identifying by the interrelations.



١	يقوم الطالب بإعداد التقارير الدورية وتسليمها في مواعيدها للمشرف الأكاديمي	
المسئول	المدة الزمنية	النموذج
الطالب	التقرير الأول بعد نهاية ١٠٠ ساعة تدريب التقرير الثاني بعد نهاية ٢٠٠ ساعة تدريب	T3 T4

٢	يقوم الطالب بتحصيل نموذج تقييمه من جهة التدريب موقعا ومختوما ومضمنا داخل ظرف مختوم	
المسئول	المدة الزمنية	النموذج
الطالب	في نهاية أخر يوم تدريبي	T6

٣	يقوم الطالب بتعبئة التقرير النهائي وتسليمه للمشرف الأكاديمي	
المسئول	المدة الزمنية	النموذج
الطالب	بعد نهاية فترة التدريب مباشرة	T5

2. Distribution of Responsibilities for Field Experience Activities

Activities	Department or College	Teaching Staff	Student	Training Organization	Field Supervisor
Selection of a field experience site			X		
Selection of supervisory staff	X				
Provision of the required equipment	X	X			
Provision of learning resources				X	X
Ensuring the safety of the site				X	
Commuting to and from the field experience site			X		
Provision of support and guidance					X
Implementation of training activities (duties, reports, projects ...)		X			
Follow up on student training activities		X			
Monitoring attendance and leave		X			
Assessment of learning outcomes		X			
Evaluating the quality of field experience		X			
Others (specify)					

3. Field Experience Location Requirements

Suggested Field Experience Locations	General Requirements*	Special Requirements**
Institutions using and supporting information technology	provides information technology related tasks	N/A

*E.g. provides information technology, equipment, laboratories, halls, housing, learning sources, clinics … etc.
** E.g. Criteria of the institution offering the training or those related to the specialization, such as safety standards, dealing with patients in medical specialties … etc.

4. Decision-Making Procedures for Identifying Appropriate Locations for Field Experience

Department Head Approval

5. Safety and Risk Management

Potential Risks	Safety Actions	Risk Management Procedures
N/A		

D. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Effectiveness of Teaching	Students, program head and Peer team	Students feedback at the end of every semester Classroom observation by head of the program and Peer evaluation
Course learning outcomes	Program leaders, peer	Exam Papers and course report
Quality of learning resources	Program leader	Textbooks, updated teaching materials, and the feedback from last year course report

Evaluation Areas/Issues	Evaluators	Evaluation Methods

Evaluation areas (e.g., Effectiveness of Training and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)
Evaluators (Students, Supervisory Staff, Program Leaders, Peer Reviewer, Others (specify)
Assessment Methods (Direct, Indirect)

E. Specification Approval Data

Council /Committee	
Reference No.	
Date	