Course Specifications

Course Title:	/ Learning, Thinking, and Research Skills
Course Code:	140 SKL – 2
Program:	Preparatory Year
Department:	Self-Development Skills Department
College:	Preparatory Year
Institution:	Najran University

Table of Contents

A. Course Identification

1. Credit hours: **2 hours**
2. Course type **a.** University ■ College □ Department □ Others □ **b.** Required ■ Elective □
3. Level/year at which this course is offered: Level One - 1439 /1440 H
4. Pre-requisites for this course (if any)**:no**
5. Co-requisites for this course (if any)**:no**

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**	٢٨	%١٠٠
2	**Blended**		
3	**E-learning**		
4	**Correspondence**		
5	**Other**	-	

7. Actual Learning Hours (based on academic semester)

No	Activity	Learning Hours
Contact Hours		
1	**Lecture**	28
2	**Laboratory/Studio**	
3	**Tutorial**	
4	**Others** (specify)	
	Total	28
Other Learning Hours*		
1	**Study**	
2	**Assignments**	2
3	**Library**	
4	**Projects/Research Essays/Theses**	
5	**Others** (specify)	
	Total	2

* 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

The course content three unit the first one is approaches of research units (how to search for information - knowledge economy, second one is thinking skills (critical - creative - problem solving - knowledge beyond) and third one is learning skills (quick reading - summary and writing notes - monitoring of customary growth - mental maps - preparation for testing)

2. Course Main Objective

- To help students acquire learning, thinking, and research skills.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge:**	
1.1	Define concepts related to learning, thinking and research skills.	
1.2		
1.3		
1...		
2	**Skills :**	
2.1	Use the learning tools correctly.	
2.2	Apply thinking skills properly.	
2.3	Use the scientific research writing skill properly.	
2...		
3	**Competence:**	
3.1	Maintain a good relationships with peers and teachers .	
3.2	Take responsibility for learning.	
3.3	Use communication skills and IT .	
3...		

C. Course Content

No	List of Topics	Contact Hours
1	Scientific research concept and its tools.	2
2	Scientific research writing skills.	2
3	Access to information skills+	2
4	Knowledge-economy skills	2
5	Critical thinking	2
6	1nd Exam	2
7	Creative thinking skills	2
8	Solving Problem Skills	2
9	Meta-cognitive thinking skill	2
10	Fast Reading Skills	2
11	+ 2nd Exam	2

12	Summary and making notes skills + 2nd Exam	2
13	Skill of using mind maps + Skill of monitoring cognitive development	2
14	Skills of study and preparation for exam + Revision	2
Total		28

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**		
1.1	Define concepts related to learning, thinking and research skills.	• lecture • Cooperative learning	Written Exam
2.0	**Skills**		
2.1	Use the learning tools correctly.	• lecture • Cooperative learning	Written Exam
2.2	Apply thinking skills properly.	• lecture • Cooperative learning	Written Exam
…	Use the scientific research writing skill properly	• lecture • Cooperative learning	Written Exam
3.0	**Competence** .		
3.1	Maintain a good relationships with peers and teachers .	Blended Learning Discussion Group	Observation card
3.2	Take responsibility for learning.	Blended Learning Discussion Group	Observation card
…	Use communication skills and IT .	Blended Learning Discussion Group	Observation card

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	FMT	6	20%
2	SMT	11	20%
3	BB Assignments	8-14	10%
4	Observation card	12	------
5	Final exam	15	50%

***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 :

- Office hours of faculty members. (10 Hours per week for each member) .
- Communication via university website .
- Academic Advising offered to students from all the teaching staff. Each member has an assigned group to advise.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Basic References : learning, thinking, and research skills ,1439 H- 2018 ,fifth edition, Education Experts Center –Riyadh.
Essential References Materials	• Alamiri , Ahmed (2005) Art of thinking . Riyadh , Alabaikan . • Mohammed Hussain Goody (2013) creative thinking development for students . cairo , academic book center . • Abduljabar Saeed Hussain(2016) . Scientific research principals , cairo • Anwar Riyadh Abdulraheem (2008)Learning and retrospect skill. Oman • Noha Abu-gomah (2015) Introduction to Scamper program for creative thinking development . Oman .
Electronic Materials	www.maharty.com/ http://lib.nu.edu.sa/Digitallibbarary.aspx
Other Learning Materials	The lectures will be designed as PPT and uploaded on the Blackboard system of e-learning

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Halls equipped with enough number of seats (30-35). • Course nature doesn't require laboratories since it is a theoretical study. • Teaching some topics requires computer laboratories (data show –Internet).
Technology Resources (AV, data show, Smart Board, software, etc.)	• The course requires from the teacher to use a computer (laptop) in presenting his lecture. • The course requires data show to present the scientific material and the enrichment activities to students

Item	Resources
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	No

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Course – faculty memebers	student	The response/feedback of the students on the questionnaire is found on the university website in which the course and the faculty members are evaluated.

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	Department Council
Reference No.	(2) second semester
Date	15/5/1440 H