

**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic Accreditation
Accreditation Department**



Academic Program and Course Description Guide

2024

Introduction:

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the academic program description circulated according to the letter of the Department of Studies T 3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

Concepts and terminology:

Academic Program Description: The academic program description provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

Course Description: Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

Program Vision: An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

Program Mission: Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

Program Objectives: They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum Structure: All courses / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

Teaching and learning strategies: They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are

followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name: University of Mosul.

Faculty/Institute: Faculty of Agriculture and forestry

Scientific Department: Department of Agricultural Extension and technology transfer

Academic or Professional Program Name: Bachelor

Final Certificate Name: Master in agricultural extension

Academic System: Classes / courses

Description Preparation Date: 2024\9\1

File Completion Date: 2024\3\26

Signature:

Head of Department Name:

Date:

Signature:

Scientific Associate Name:

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance Department:

Date:

Signature:

Approval of the Dean

1. Program Vision

Preparing an agriculturally educated generation concerned with aspects of Agriculture in general, agricultural and community guidance and guidance in particular, and working on transferring technologies to farmers and preparing qualified cadres in the community and in the specialty of agricultural extension (approved)

2. Program Mission

Providing qualified agricultural technical cadres to develop the agricultural sector in Iraq by receiving the latest Agricultural Sciences in the field of Agricultural Extension and the completion of Extension Research and community service by working on the dissemination of modern agricultural techniques (approved)

3. Program Objectives

- 1-graduation of students with the ability to work in the field of Agriculture in general and the field of agricultural extension in particular
- 2-graduation of students with the ability to communicate and interact with the rural community
- 3-preparing specialized cadres in agricultural education and extension for Bachelor's and master's degrees
- 4 – work on the dissemination of new agricultural ideas among farmers and agricultural employees through cooperation and coordination with the agricultural departments of the ministry in Nineveh Governorate
- 5-studying the problems related to agricultural extension work, dissemination and adoption of agricultural ideas developed through the research of professors and graduate students
- 6-providing students with a broad and deep understanding of the specialization of agricultural extension

- 7–enabling students to apply theoretical skills in the field of work
- 8–providing students with sound and objective foundations of agricultural guidelines
- 9–enabling students to carry out indicative agricultural projects in the field of specialization and in accordance with the academic program (approved)

4. Program Accreditation

Does the program have program accreditation? And from which agency?

5. Other external influences

Is there a sponsor for the program?

6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements				
College Requirements				
Department Requirements				
Summer Training				
Other				

* This can include notes whether the course is basic or optional.

7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
2023–2024 \ third	AEMM342	Agricultural	theoretical	practical

		Extension Methods and means		
			2 my theory	3 practical

8. Expected learning outcomes of the program	
Knowledge	
Learning Outcomes 1	Learning Outcomes Statement 1
Skills	
Learning Outcomes 2	Learning Outcomes Statement 2
Learning Outcomes 3	Learning Outcomes Statement 3
Ethics	
Learning Outcomes 4	Learning Outcomes Statement 4
Learning Outcomes 5	Learning Outcomes Statement 5

9. Teaching and Learning Strategies
Teaching and learning strategies and methods adopted in the implementation of the program in general.

10. Evaluation methods
Implemented at all stages of the program in general.

11. Faculty					
Faculty Members					
Academic Rank	Specialization		Special Requirements/Skills (if applicable)	Number of the teaching staff	
	General	Special		Staff	Lecturer
Assistant professor					

Professional Development**Mentoring new faculty members**

Briefly describes the process used to mentor new, visiting, full-time, and part-time faculty at the institution and department level.

Professional development of faculty members

Briefly describe the academic and professional development plan and arrangements for faculty such as teaching and learning strategies, assessment of learning outcomes, professional development, etc.

12. Acceptance Criterion

(Setting regulations related to enrollment in the college or institute, whether central admission or others)

13. The most important sources of information about the program

State briefly the sources of information about the program.

14. Program Development Plan

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
2023 -2024 The third	AEMM342	Agricultural Extension Methods and means	Standard	√	√	√	√	√	√	√	√	√	√	√	√

- Please tick the boxes corresponding to the individual program learning outcomes under evaluation.

Course Description Form

1. Course Name:	
Agricultural Extension Methods and means	
2. Course Code:	
AEMM342	
3. Semester / Year:	
Second spring semester / 2023 – 2024	
4. Description Preparation Date:	
2024\9\1	
5. Available Attendance Forms:	
My presence	
6. Number of Credit Hours (Total) / Number of Units (Total)	
2 hours (theoretical) + 3 hours (practical) \ 3.5 units	
7. Course administrator's name (mention all, if more than one name)	
Name: Luma Monther Adress Email: luma _adress@uomosul.edu.iq	
8. Course Objectives	
<p>Theory</p> <p>1-enabling the student to know, understand, understand and apply the procedures used to use the methods and means of agricultural extension</p> <p>2-enabling the student to choose the appropriate methods in agricultural extension</p> <p>3-enabling the student to know the types of agricultural extension methods and when to use each of them and under what conditions</p> <p>4-knowledge of the terms and conditions of using methods and means of agricultural extension</p> <p>5-providing students with knowledge of the concept of ways and means or guidance AIDS .</p>	<p>My work</p> <p>1-knowledge of the types of methods and means of guidance</p> <p>2-knowledge of how to implement and evaluate the methods and means of agricultural extension</p> <p>3-enabling the student to know how to write a report on agricultural extension methods.</p> <p>4-training students on the implementation of some methods of agricultural extension.</p> <p>5-training students to use the means and guidance AIDS properly</p> <p>6-training students on the design of brochures and posters</p>
9. Teaching and Learning Strategies	
Theory	My work

1-interactive lecture 2-brainstorming 3-dialogue and discussion 4-Assignment of tasks and report	1-assigning a collective work on how to develop a particular rural community according to the available possibilities 2-commissioning a report on each topic
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10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
1	2 my theor 3 practical	Theory :a1 To familiarize the student with the methods and means of Agricultural Extension, and to get acquainted with the concept of methods and means of extension My work :a9 To get acquainted with the conditions for using the means and guidance AIDS	Theory : Guiding ways, the concept of guiding ways Means and guidance AIDS Classification of methods and guide aids My work: The conditions to be taken into account when choosing methods and means of agricultural extension in extension work	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions
2	2 my theor 3 practical	Theory :a2 Selection of methods and guidance AIDS, methods of individual	Theory : Selection of methods and guidance AIDS, methods of	My theory :auditory methods, writing style on the	Short exams , assignment of Duty, discussions

		<p>communication, field and home visits</p> <p>My work :a10</p> <p>The concept of AIDS , the importance of means in the instructional process</p> <p>Terms of use of means and guidance AIDS, social networking sites as one of the modern guidance technologies</p>	<p>individual communication, field and home visits</p> <p>My work : The concept of AIDS , the importance of means in the instructional process</p> <p>Terms of use of means and guidance AIDS, social networking sites as one of the modern guidance technologies</p>	<p>blackboard , direct dialogue style</p> <p>Practical: assignment of tasks and report</p>	
3	2 my theor 3 practical	<p>Theory :a3</p> <p>To recognize phone calls, personal messages and modern methods of communication</p> <p>My work :a11</p> <p>To get acquainted with social networking sites, to show the importance of networking sites in guidance work</p>	<p>Theory :</p> <p>Office visits, telephone contacts:</p> <p>Personal messages:</p> <p>Advantages and disadvantages</p> <p>My work : Audiovisual guidance AIDS</p>	<p>My theory :auditory methods, writing style on the blackboard , direct dialogue style</p> <p>Practical: assignment of tasks and report</p>	Short exams , assignment of Duty, discussions
4	2 my theor 3 practical	<p>Theory :a4b1</p> <p>To show the most important collective</p>	<p>Theory :</p> <p>Informal individual communicati</p>	<p>My theory :auditory methods, writing</p>	Short exams , assignment of Duty, discussions

		<p>guidance methods, to show the types of collective methods My work :a12 To learn how to choose the types of collective methods</p>	<p>on, group counseling methods, types of Group methods , Shortcomings of mass methods My work : Still images, concept, types of still images</p>	<p>style on the blackboard , direct dialogue style Practical: assignment of tasks and report</p>	
5	2 my theory 3 practical	<p>Theory :b2 To employ methods of practical demonstration either by watching or by practicing My work :b8 To identify the models and samples and their relationship to the guidance process</p>	<p>Theory : Practical demonstration, the concept of practical demonstration ,demonstration of the method or practice Clarification of the result, a comparison between practical demonstration by viewing and demonstration by displaying the results My work : Practical demonstration A field visit to one of the</p>	<p>My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report</p>	<p>Short exams , assignment of Duty, discussions</p>

			villages belonging to Nineveh governorate for practical agricultural demonstration		
6	2 my theor 3 practical	Theory :a5 To get acquainted with the concept of field day, to determine the types of field day My work :b9 To get acquainted with the field day and its type	Theory : Field day, field concept, types of seasonal and annual field day My work : A field visit on the field day to learn about the importance of the day for farmers and the importance of agricultural extension work	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions
7	2 my theor 3 practical	Theory :a6 To get acquainted with the concept of guided trips, to get acquainted with the most important advantages and disadvantages of guided trips My work :a13 To get acquainted with the guide	Theory : Guided trips, the concept of guided trips, advantages and disadvantages My work : Steps to implement guided tours The mechanism	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions

		publications, and to get acquainted with how to design the guide publications	of guided trips and the extent of their benefit		
8	2 my theor 3 practical	Theory :b3 To build the importance of the guidance meetings in the guidance process My work :b10 To get acquainted with the guide newspapers, and how to design the guide newspapers	Theory : Orientatio n meetings , Lecture, session, seminars, symposia, debate, rural theater My work : The steps of implement ing the indicative meetings, how to choose the dates of indicative meetings	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions
9	2 my theor 3 practical	Theory :b4 To identify the types of mass communicatio n methods, to show the advantages and disadvantages of mass communicatio n methods My work :b11 To be interested in extension campaigns and	Theory : Mass counseling methods, the concept of mass counseling methods Types of mass counseling methods Advantage s and disadvanta	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions

		to learn about the educational benefits of extension campaigns	ges My work : Methods of mass counseling , radio, television, internet		
10	2 my theor 3 practical	Theory :a7b5 To get acquainted with the instructional publications, the concept of technical, light and instructional brochures and seminars My work :b12 To identify the types of mass communication methods such as radio and television	Theory : Guide publications , The concept of guidebook publications , light bulletin, technical bulletin Newsletter, Newsletter, Report magazine My work : How to design guidebook publications	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions
11	2 my theor 3 practical	Theory :a8 To employ newspapers and posters in the guidance work , and to indicate the types of guidance posters My work :a14 To get acquainted with the guidance publications and their	Theory : Newspaper articles, the concept of newspapers , advantages and disadvantages of newspapers Stickers, types of stickers My work : How to	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions

		importance in agricultural extension	design brochures, newspapers, how to design posters		
12	2 my theor 3 practical	Theory :b6 To show the most important guidance speeches and radio programs, to show the efficiency and effectiveness of agricultural guidance programs My work :a15 To learn about the educational benefits of extension campaigns	Theory : Periodic speeches , Radio guidance programs, efficiency and effectiveness of guidance programs My work : Extension campaigns. Educational benefits of extension campaigns	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions
13	2 my theor 3 practical	Theory :b7 To get acquainted with television programs, to show the importance of watching and listening programs My work :d3 To discuss reports on ways and means of guidance	Theory : Guided TV programs, listening and watching programs My work : Discussion of special reports on means and guidance AIDS, TV programs	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions
14	2 my theor 3 practical	Theory :d1 To show the	Theory : Agricultural	My theory :auditory	Short exams , assignment of

		importance of agricultural exhibitions, and to clarify the concept of the Agricultural Museum My work :d4 To discuss reports on ways and means of guidance	exhibitions, concept, benefits for exhibitions, Agricultural Museum My work : Discussion of reports on the means and guidance aids on the importance of agricultural exhibitions	methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Duty, discussions
15	2 my theor 3 practical	Theory :d2 To conduct a field visit to agricultural departments and indicate the importance of using modern methods and means in extension work My work :d5 To recognize the importance of field viewing	Theory : To conduct a field visit to agricultural departments and indicate the importance of using modern methods and means in extension work My work : Visit the college fields for field viewing	My theory :auditory methods, writing style on the blackboard , direct dialogue style Practical: assignment of tasks and report	Short exams , assignment of Duty, discussions

11. Course Evaluation

Calendar methods	Appointment date (week)	Degree	Relative weight %	ت
The first quiz(quiz) Theory My work	Week 4: theoretical: short test (1) Quiz Week 4: practical : short test (1) Quiz	2.5 theoretical 2.5 practical	5%	1

		Monthly exam (1)	Week 9: theoretical test Week 9: practical test	10 theoretical 5 practical	15%	2
		The second quiz (quiz)	Week 11: theoretical: short quiz (2) Quiz Week 11: practical: short quiz (2) Quiz	2.5 theoretical 2.5 practical	5%	3
		Monthly exam (2)	Week 13: theory test (2) Week 13: practical test (2)	10 theoretical 5 practical	15%	4
		Quest rate	Hourly rates are announced at the end of the semester	15 practical 25 theoretical	40%	5
		Final practical test	Practical exam week	20	20%	6
		Final theoretical test	A week of theoretical exams	40	40%	7
		Total	The grade of the final theoretical and practical test at the end of the academic year	60	100%	8

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	Lectures on methods and means of guidance
Main references (sources)	The book of principles of agricultural extension / by Dr. Zaki Hassan Mohammed tonight and Samir Abdul Azim Introduction to agricultural extension / by Dr. Ahmed Shoukry al-Rimawi and others
Recommended books and references (scientific journals, reports...)	Agricultural extension reference By Mohamed Mohamed Omar al-tanoubi
Electronic References, Websites	https://ajas.journals.ekb.eg http://agri.uowasit.edu.iq/wp-content https://arab-ency.com .