

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



2024

Academic Program and Course Description Guide

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:

Faculty/Institute:

Scientific Department:

Academic or Professional Program Name:

Final Certificate Name:

Academic System:

Description Preparation Date:

File Completion Date:

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

Program vision is written here as stated in the university's catalogue and website.

2. Program Mission

Program mission is written here as stated in the university's catalogue and website.

3. Program Objectives

General statements describing what the program or institution intends to achieve.

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	
			theoretical	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

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

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

Course Description Form

1. Course Name:	
Principles of agricultural extension	
2. Course Code:	
PAEX206	
3. Semester / Year:	
Springer semester /2023–2024	
4. Description Preparation Date:	
1/2/2023	
5. Available Attendance Forms:	
My presence	
6. Number of Credit Hours (Total) / Number of Units (Total)	
2 hours theoretical / 2 units	
7. Course administrator's name (mention all, if more than one name)	
Name: Asmaa Zuhair Younis Al-Hafidh Email: asmaa_alhafidh@uomosul.edu.iq	
8. Course Objectives	
Course Objectives	Introducing students to the importance of agricultural extension Introducing students to the objectives of agricultural extension Enabling students to understand and know the agricultural extension system Introducing students to the principles of agricultural extension Introducing students to the philosophy of agricultural extension

9. Teaching and Learning Strategies

<p>Theoretical</p> <ul style="list-style-type: none"> - Interactive lecture -Brainstorming - Dialogue and discussion - Assigning tasks and reporting practical 	<p>work</p> <p>There is no work</p>
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10. Course Structure

Week	Hours	Required Learning Outcomes	Unit or subject name	Learning method	Evaluation method
The first	2 are theoretical	<p>Theoretical</p> <p>B1:The student determines the philosophy of agricultural extension, its characteristics and goals. .</p>	The theoretical concept of agricultural extension	Lectures, audio media reports, pictures, and other learning methods related to the lesson:.	exams, reports, discussions, quizzes.
The second	2 are theoretical	<p>Theoretical</p> <p>A1:The student learns about the nature of communication and cooperation between agricultural extension and agricultural</p>	Theoretical The concept of agricultural extension	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions, quizzes.

		research agencies.			
the third	2 are theoretical	Theoretical B2;The student gets acquainted with the philosophical ideas related to counseling work	Theoretical Agricultural guide	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions quizzes.
the four	2 are theoretical	Theoretical A2:The student identifies social change in the field of agriculture, its sources, levels, and causes. .	Theoretical The importance of agricultural extension	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions quizzes.
The Fifth	2 are theoretical	Theoretical A3:The student identifies social change in the field of agriculture, its sources, levels, and causes. .	Theoretical Principles of agricultural extension Principles of agricultural extension Scientific visit	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exam repo , discu sions, quizz .

VI	2 are theoretical	Theoretical A4: The student highlights his knowledge of the relationship of adult education with other sciences.	Theoretical Agricultural extension philosophy Theoretical Social change in agriculture	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exam reports, discussions, quizzes.
Seventh	2 are theoretical	. Theoretical C1: The student highlights his knowledge of the relationship of adult education with other sciences.	Theoretical Adult Education	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions, quizzes.
VIII	2 are theoretical	Theoretical A5: The student learns about the elements and objectives of the educational process	Theoretical Elements of the educational process	Lectures, audio media reports, pictures, and other learning exams, reports, discussions, quizzes.g methods related to the	exams, reports, discussions, quizzes.

				lesson	
Ninth	2 are theoretical	Theoretical A6: The student should be able to know adoption, the factors involved, and identify categories of adoptees.	Theoretical Adoption Theoretical Communication in agricultural extension	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions, quizzes.
Tenth	2 are theoretical	Theoretical A7: The student learns about communication and its role in agricultural extension.	Theoretical Communication in agricultural extension	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions, quizzes.
eleventh	2 are theoretical	Theoretical C2: The student learns about the classification of counseling methods and their types.	Theoretical Agricultural extension	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions, quizzes.
twelfth	2 are theoretical	Theoretical A8: The student determines the guidance methods and	Theoretical Mass counseling methods	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions, quizzes.

		their role in delivering the guidance message to the recipient.			
Thirteenth	2 are theoretical	Theoretical A9: The student learns about the role and tasks of the leader in extension work and his communication with opinion leaders in the local community.	Theoretical Leadership and its types	Lectures, audio media reports, pictures, and other learning methods related to the lesson	exams, reports, discussions, quizzes.
fourteenth	2 are theoretical	Theoretical B3: The student determines the specifications and functions of management	Theoretical Guidance management	Lectures, audio media reports, pictures, and other learning methods related to the lesson	
Fifteenth	2 are theoretical	Theoretical E1: The student identifies the importance of field and office visits and personal letters in extension work	Theoretical Guidance visits to discuss the report	Lectures, audio media reports, pictures, and other learning methods related to the lesson	

11. Course Evaluation				
	Evaluation methods	Evaluation date	(week) Grade	Relative weight %
1	Final theoretical report	reports: week (15)	13Theoretical	13%
2	Short test (1)	week (3)	6 theoretical	6%
3	Midterm exam (theoretical)	week (9)	15 theoretical	15%
4	A short test (2)	weeks (12)	6 theoretical	6%
6	Final theoretical exam	theoretical exams week	60	60%
	Total		100	100%

12. Learning and Teaching Resources	
Required textbooks (curricular books, if any)	Agricultural extension book - lectures on agricultural extension principles
Main references (sources)	Introduction to agricultural extension book Agricultural extension science
Recommended books and references (scientific journals, reports...)	Agricultural extension, its basics and applications
Electronic References, Websites	Various Internet sites using the Google

engine (related to the subject of principles
of agricultural extension

