

National Institute of Professional Studies
D.A. University, Indore
Course Specification

Subject Name: _____

1. Course title and code:
2. Credit hours:
3. Program(s) in which the course is offered. (If general elective available in many programs indicate this rather than list programs)
4. Name of faculty member responsible for the course :
5. Level/year at which this course is offered :
6. Pre-requisites for this course (if any) :
7. Co-requisites for this course (if any) :
8. Date of approval of the course specification within the institution :
9. Location if not on main campus :

B. Aim and Objectives

1. Aim of the Course
2. Briefly describe any course development objectives that are being implemented.

C. Course Description

[illegible]

2 Course Components (total contact hours):

Lecture:	Tutorial:	Practical/Fieldwork/ Internship:	Other:
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3. Additional private study/learning hours expected for students:

4. Development of Learning Outcomes in Domains of Learning

(i) Description of the knowledge to be acquired

(ii) Teaching strategies to be used to develop that knowledge:

(iii) Methods of assessment of knowledge acquired

b. Cognitive Skills

(i) Cognitive skills to be developed

(ii) Teaching strategies to be used to develop these cognitive skills

(iii) Methods of assessment of students cognitive skills

c. Interpersonal Skills and Responsibility

(i) Description of the interpersonal skills and capacity to carry responsibility to be developed

(ii) Teaching strategies to be used to develop these skills and abilities

(iii) Methods of assessment of students interpersonal skills and capacity to carry responsibility

d. Numerical and Communication Skills

(i) Description of the numerical and communication skills to be developed

(ii) Teaching strategies to be used to develop these skills

(iii) Methods of assessment of students numerical and communication skills

5. Scheduling of Assessment Tasks for Students

Assessment task (eg. essay, test, group project, examination etc.)

Week due

Proportion of Final Assessment

D. Faculty and Staff Requirements for the Course

1. Numbers of Faculty and Staff Required

Category of Faculty and Staff

NumberMinimum

timeEquivalent Full

Additional Number of Faculty and Staff Required if Student numbers Increase

_____ to _____
Students

_____ to _____
Students

_____ to _____
Students

_____ to _____
Students

Faculty

Laboratory Assistants

Other (Specify) _____

2. Arrangements made for availability of faculty for individual student consultations and academic advice. (include amount of time faculty are available each week)

The Faculty is available 8 hours per week for consulting.

E Learning Resources

1.Required Text(s) :
2. Essential References
3-. Electronic Materials, Web Sites etc
4- Other learning material such as computer-based programs/CD, professional standards/regulations

F. Facilities Required

Indicate requirements for the course including size of classrooms and laboratories (i.e number of seats in classrooms and laboratories, extent of computer access etc.)
1. Accommodation (Lecture rooms, laboratories, etc.)
2. Computing resources
3. Other resources (specify --eg. If specific laboratory equipment is required, list requirements or attach list).

G Course Evaluation and Improvement Processes

1. Strategies for Obtaining Student Feedback on Effectiveness of Teaching
2 Other Strategies for Evaluation of Teaching
3 Processes for Improvement of Teaching
4. Processes for Verifying Standards of Student Achievement (e.g. check marking by an independent faculty member of a sample of student work, periodic exchange and remarking of a sample of assignments with a faculty member in another institution)
5 Action planning arrangements for periodically reviewing course effectiveness and planning for improvement:

List of Assignmet: