خطة المساق الدراسي COURSE PLAN

| أولاً :تعريف المساق FIRST: COURSE IDENTIFICATION | | | | | | | | |
|--|------------------|-----------|-----------------|-------------|------|-----------------------|---|--|
| College & Depart | ment | | | | | | الكلية والقسم الكلية القسم السنة الدراسي | |
| College | Medicine | | | | | | الكلية | |
| Department | Internal Me | dicine | | | | | القسم | |
| Academic Year | 4 th | | | | | ä | السنة الدراسي | |
| Academic | All semeste | rs | | | | ي | القصل الدراس | |
| Semester | | | | | | | | |
| Course details | | | | | | ق | تفاصيل المسا | |
| Course Title | Medicine 1 | | | | | | المساق اسم رمز المساق نوع المساق | |
| Course Code | MD 442 | | | | | | رمز المساق | |
| Course Type | | | | | | | نوع المساق | |
| Credit Hours | 10 | | | | | | الساعات المعن | |
| Pre-requisite | | | | | | ق | المتطلب الساب آلية تدريس ال | |
| | كامل مدمج | لكتروني ا | | | | مساق | آلية تدريس الـ | |
| Teaching Method Face-to-Face Online Ble | | | | lended | | | | |
| Instructor Contac | | | | | | | المدرس اسم | |
| Name | Bandar Gha | | | | | | المدرس اسم | |
| | Tarek Mazz | | | | | | | |
| | Sarah Haj A | | | | | | | |
| Office No. | Sufian Refa | .1 | | | | | . قد المكتب | |
| Tel (Ext) | | | | | | | ال قد الداخا | |
| E-mail | | | | | | : | الرعم الداكتي | |
| Office Hours | | | | | | ب <i>تي</i> ن د آه | رقم المكتب الرقم الداخلي البريد الالكترو الساعات المكن | |
| المحاضرة وقت | البدء وقت | ، ق،ت | النهاية ا | اليوم | | بي- المبن | القاعة رقم | |
| Class Times | Start | _ | مهيد, l Time | میوم Day | _ | بمبر lding | Room | |
| Class Tilles | Time | EHU | 1 111116 | Day | Dui | lullig | No. | |
| Sunday-Thursday | 13:00 | 1 | 5:00 | | Faci | ılty of | 110. | |
| Sanday Indisday | 13.00 | 1. | 2.00 | | | dicine | | |
| Course Materials | Course Materials | | | | | | مصادر المساؤ | |
| Textbook | | | | | | | الكتاب المقرر | |

- 1. Harisson's principles of internal medicine
- 2. Davidson's principle and practice of medicine
- 3. Macleod's Clinical Examination,

| Course References, Readings and Learning Resources | المراجع والقراءات ومصادر تعلم |
|--|-------------------------------|
| | المساق: |

- Medical journals review articles
- Uptodate
- Medscape.com

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| • | |
|----------------------|-----------------------|
| SECOND: COURSE | ثانياً:معلومات المساق |
| OVERVIEW/DESCRIPTION | |
| Course description | وصف المساق |

It is a ten -week rotation in internal medicine where students go to KHMC , oncology center , Queen Alia center and Al-Salt hospital . during this rotation students will participate in daily bed side clinical rounds , history taking , physical examination and attend lectures

| Course Objectives | | | | | أهداف المساق | | | |
|-------------------|---------------|---|---|------------------------|--------------|--------------------|----------------------------|--|
| By the end | d of thi | s course, | students shou | ıld be | ن | مساق يجب أن يكو | مع نهاية هذا ال | |
| able to | | | | | | لی | الطالب قادراً عا | |
| CO1. | to gra | aduate high | nly qualified do | octors with v | aluable s | kills and | الهدف: 1 | |
| | | | are able to pr | | | | | |
| | - | | their profession effectively and competitively in society . | | | | | |
| CO2. | _ | | sicians with pro | | | | الهدف: <u>2</u> الهدف:3 | |
| CO3. | _ | graduating physicians capable of dealing with social health | | | | | الهدف:3 | |
| | | | mmitted to mai | _ | | • | | |
| | memb | ers throug | h the practice o | f preventive | medicine | e and health | | |
| | awarr | | | | | | | |
| CO4. | | 0 1 5 | sicians and doct | ors capable | of condu | cting research | الهدف:4 | |
| | | | cal conduct. | | | | | |
| CO5. | _ | • • • | sicians with eff | | nunicatio | n skills and the | الهدف:5 | |
| | | | vork and leader | 1 | | | | |
| CO6. | _ | | icians committe | ed to princip | les of qu | ality, patient | الهدف:6 | |
| | safety | and intect | ion control | | | | | |
| CO7. | | | | | | | الهدف:7 | |
| CO8. | | | | | | | الهدف:8 | |
| Program (PILO): | Inten | ded Leari | ning Outcome | es | مج | م المستهدفة للبرنا | مخرجات التعا | |
| (LILO). | | | Show under | rstanding o | f | م ب:1 | | |
| | various hum | | | _ | | _,, | | |
| | | | | in terms of structure, | | | | |
| Knowled | lge & | PILO1 | function, and regulation, and | | | المعرفة | | |
| | understanding | | normal anatomical, | | | | المعرفة والفهم | |
| | | | biochemica | , | | | , | |
| | | | genetic, and | | • | | | |
| | | | mechanism | | | | | |

| | | and their disrupt disease status | _ | | | |
|--|-------|--|--|-------------------|----------|--|
| | _ | arsease status | | | | |
| | | Collect history, physical examinapply clinical kn | ation, and | م ب:2 | | |
| PII | LO2 | skills in disease and managemen rational planning | t through g in | | | |
| | | requesting neces updated, and acc diagnostic proce | curate | | | |
| PII | LO3 | Demonstrate and sufficient knowl drugs and pharm concepts for rati in clinical: therapeutic and psettings. | edge of nacotherapy onal drug use | 3:- ♠ | | |
| PII | LO4 | Understand and concepts and approximately community and medicine | plication of | م ب:4 | | |
| PII | LO5 | Build an efficient and healthy doctor-patient and doctor-community relationship. | | م ب:5 | | |
| Professional Skills PII | LO6 | Recognize and a basic concepts a in scientific rese emphasizing result and the practice based medicine. | pply the nd principles arch, earch ethics | ە ب: 6 | المهارات | |
| •••• | ••••• | | | ••••• | | |
| PII | LO7 | Appreciate and apply the principles of medical and sustainable professional development. | | م ب-7 : | | |
| | LO8 | Respect and adhere to ethical principles in all aspects of education, training, and work. | | م ب:8 | الكفايات | |
| PII | LO9 | | | م ب:9 | | |
| | т | | | ** *** *** | | |
| Course Intended (CILO) | | C | | لم المستهدفة للمس | | |
| في نهاية المساق بنجاح يجب أن يكتسب الطالب should lead to the following outcomes: | | | | | | |

| Knowledge & understanding | CILO2 CILO3 CILO4 | Demonstrate the ability to conduct a focused medical history and targeted physical examination appropriate to the patient's chief complaint(s) and the history of the present illness(es) in internal medicine Using the patient's history, physical exam to construct appropriate differential diagnoses Knowing the pathogenesis of different diseases Knowing symptoms and signs , manifestation , presentation and complication of different diseases , | 1: pp 2: pp 3: pp 4: pp | المعرفة والفهم |
|------------------------------|-------------------|--|-------------------------|-------------------|
| | | ability to perform a list of differential diagnosis | | |
| | CILO5 | Demonstrate effective communication skills with a diverse array of patients, physicians and other health team member | 5: 44 | |
| Professional Skills | CILO6 | Demonstrate the ability to clearly and concisely present oral summary of patients to members of the health care team in an allotted period of time | 6: 4 | المهارات |
| Skills | CILO7 | Demonstrate the ability to construct a hospital progress note using the SOAP note. | 7: م | |
| | CILO8 | Demonstrate the ability to diagnose and construct a treatment plan for common illness in internal medicine | 8: م | |
| | CILO9 | Interpretation of ECG, Chest X-rays, blood gases, spirometry and blood film. | 9: م | |
| Competences | CILO10 | | م م 10: | الكفايات |
| | CILO11 | | م م 11: | |
| | CILO12 | | م م 12: | |

خطة المساق الدراسي COURSE PLAN

| FIRST: COURSE IDENTIFICATION | أولاً:تعريف المساق |
|------------------------------|--------------------|
| College & Department | الكلية والقسم |

| College | medicine | | | | | | | الكلية |
|------------------------------|---------------|--------|--------|---|-------|-------|---------|---|
| Department | internal med | dicine | | | | | | القسم |
| Academic Year | 4th year | areme | | | | | | السنة الدراسية |
| Academic Tear Academic | first, second | dond | | | | | | الفصل الدراسى |
| , | | u anu | | | | | | العصل الدر اللي |
| Semester | Summer | | | | | | | 91 9 1 4 1 |
| Course details | T | | I | | | | | تفاصيل المساق |
| Course Title | medicine 1 | | | | | | | المساق اسم |
| Course Code | 31508402 | | | | | | | رمز المساق |
| Course Type | | | | | | | | المساق اسم رمز المساق نوع المساق |
| Credit Hours | 10 hours | | | | | | دة | الساعات المعتما |
| Pre-requisite | passing thire | d year | | | | | | المتطلب السابق |
| الكتروني كامل مدمج | | الكترو | وجاهي | | | | | آلية تدريس الم |
| Teaching Method Face-to-Face | | ice | Onlin | e | Ble | ended | | |
| Instructor Contact | Information | n | | | | | | المدرس |
| Name | Bandar Gha | zal | | | | | | المدرس المدرس الما |
| | Tarek Mazz | awi | | | | | | · |
| | Sarah Haj A | Ali | | | | | | |
| | Sufian Refa | 'i | | | | | | |
| Office No. | | | | | | | | رقم المكتب |
| Tel (Ext) | | | | | | | | الرقم الداخلي |
| E-mail | | | | | | | ن | البريد الالكتروني |
| Office Hours | | | | | | | , ق | رقم المكتب الرقم الداخلي البريد الالكتروني الساعات المكتبي |
| المحاضرة وقت | البدء وقت | ية وقت | النهاب | | اليوم | و | المبن | القاعة رقم |
| Class Times | Start | End T | ime | | Day | Bui | ilding | Room No. |
| | Time | | | | · | | Ü | |
| Sunday-Thursday | 13:00 | 15:0 | 00 | | | Fac | ulty of | |
| | | | | | | | dicine | |
| Course Materials | | | | | | | | مصادر المساق |
| Textbook | | | | | | | | مصادر المساق الكتاب المقرر |
| | | | | | | | | |

- 1. Harisson's principles of internal medicine
- 2. Davidson's principle and practice of medicine
- 3. Macleod's Clinical Examination,

| Course References, Readings and Learning | المراجع والقراءات ومصادر تعلم |
|--|-------------------------------|
| Resources | المساق: |

- Medical journals review articles
- Uptodate Medscape.com

| SECOND: COURSE | ثانياً :معلومات المساق |
|----------------------|------------------------|
| OVERVIEW/DESCRIPTION | |

Course description

وصف المساق

It is a ten -week rotation in internal medicine where students go to KHMC, oncology center, Queen Alia center and Al-Salt hospital, during this rotation students will participate in daily bed side clinical rounds, history taking, physical examination and attend lectures

| Course Obj | ectiv | es | | | | | أهداف المساق |
|---|---|---|----------------------------------|----------------|-------------------|-----------------|--------------|
| By the end | of thi | s course, s | tudents should b | e | ن الطالب | مساق يجب أن يكو | |
| able to | | | | | | | قادراً على |
| | under | stand basic | concepts in basic | and | clinical me | edical sciences | الهدف:1 |
| | | | nedical skills and t | techni | ques in his | tory taking , | الهدف:2 |
| | | cal examina | | | | | |
| CO3. | | | signs of common | | | | الهدف:3 |
| | Generate a problem list and differential diagnosis for common | | | | | الهدف:4 | |
| | medical problems | | | | | | |
| CO5. | | | | | | الهدف:5 | |
| | ability to work efficiently as part of a team | | | | | الهدف:6 | |
| CO7. | | | | | | | الهدف:7 |
| | | | | | | الهدف:8 | |
| Program I (PILO): | Program Intended Learning Outcomes (PILO): | | | | | | مخرجات التعا |
| PILO1 Knowledge & understanding PILO2 | | Show understanding of various human body systems in terms of structure, function, and regulation, and normal anatomical, biochemical, cellular, genetic, and molecular mechanisms in human body and their disruptions during disease status Collect history, perform physical examination, and apply clinical knowledge and skills in disease diagnosis and management through | | م ب:1 م ب:2 | المعرفة والفهم | | |
| | | | rational plannin requesting nece | g in | J | | |

| | | updated, and acciding diagnostic process | | | | |
|---------------------------|--|--|--|-----------|----------|------------------------------|
| | PILO3 | Demonstrate and sufficient knowl drugs and pharm concepts for ration clinical: therapeutic and settings. | d apply ledge of nacotherapy onal drug use | 3 | م ب:3 | |
| | PILO4 | Understand and concepts and ap community and medicine | : | م ب4: | | |
| | PILO5 | Build an efficient and doctor-patient and community relationships. | nd doctor- | | م ب:5 | |
| Professional Skills | PILO6 | Recognize and a basic concepts a in scientific rese emphasizing res and the practice based medicine. | and principles earch, earch ethics of evidence- | | م ب:6 | المهارات |
| | ••••• | | | •••• | ••••• | |
| | PILO7 | Appreciate and principles of sustainable development. | | : | م ب7 | |
| Competences | PILO8 | Respect and address in a education, traini | ll aspects of | { | م ب:8 | الكفايات |
| | PILO9 | | | 9 | م ب:9 | |
| | ••••• | | | •••• | ••••• | |
| Course Intend (CILO) | Course Intended Learning Outcomes (CILO) | | | | لم المست | مخرجات التع |
| | Successful completion of the course should lead to the following outcomes: | | | اح يجب أن | | في نهاية الم المخرجات الن |
| Knowledge & understanding | CILO1 | Demonstrate the ability to conduct a focused medical history and targeted physical examination appropriate to the patient's chief complaint(s) and the history of the present illness(es) in internal medicine | | | م م : 1 | المعرفة والفهم |
| | CILO2 | Using the patient exam to construct differential diagn | 's history, physic t appropriate | cal Z | 2: م | |

| | CILO3 | Knowing the pathogenesis of different diseases | 3: م | |
|------------------------|--------|--|-------------|----------|
| | CILO4 | Knowing symptoms and signs , manifestation , presentation and complication of different diseases , ability to perform a list of differential diagnosis | 4: ٩ | |
| | CILO5 | Demonstrate effective communication skills with a diverse array of patients, physicians and other health team member | 5: ס | |
| Professional Skills | CILO6 | Demonstrate the ability to clearly and concisely present oral summary of patients to members of the health care team in an allotted period of time | 6: 6 | المهارات |
| | CILO7 | Demonstrate the ability to construct a hospital progress note using the SOAP note. | 7: م | |
| | CILO8 | Demonstrate the ability to diagnose and construct a treatment plan for common illness in internal medicine | 8: 44 | |
| | CILO9 | Interpretation of ECG, Chest X-rays, blood gases, spirometry and blood film. | 9: م | |
| Competences | CILO10 | | م م 10: | الكفايات |
| | CILO11 | | م م 11: | |
| | CILO12 | | م م 12: | |

| | Mapping Course Objectives COs to Program objectives POs | | | | to | موائمة اهداف المساق POs مع اهداف البرنامج | | | | | |
|--------|--|-------------|----|-------------|------|--|----|------|-------------|-------------|--------------------------|
| | PO1 | PO2 | | PO3 | 3 | РО | 4 | | PO5 | PC |)6 |
| CO1 | \boxtimes | X | | X | | | | | | | |
| CO2 | \boxtimes | \boxtimes | | | | | | | \boxtimes | | |
| CO3 | \boxtimes | × | | | | | | | | | |
| CO4 | \boxtimes | | | \boxtimes | | | | | | | |
| CO5 | | | | | | | | | \boxtimes | Σ | ₫ |
| CO6 | | | | | | | | | | | |
| CO7 | | | | | | | | | | | |
| CO8 | | X | | | | × | | | | | |
| CO9 | | × | | | | | | | | | |
| Outcom | ng Course nes CILOs ng Outcon | to Progr | am | التعلم | ات ا | مخرجا | مع | CILO | المساق S | | موائمة مخ للبرنامج S(|
| | PILO1 | PILO2 | ΡI | LO3 | ΡI | LO4 | ΡI | LO5 | PILO6 | PILO7 | PILO8 |
| CILO1 | \boxtimes | \boxtimes | | | | | | | | | |
| CILO2 | \boxtimes | \boxtimes | | | | | | | | | |
| CILO3 | \boxtimes | \boxtimes | | | | | | | | | |
| CILO4 | \boxtimes | | | \boxtimes | | \boxtimes | | | | | |
| CILO5 | | | | | | | | X | | | × |
| CILO6 | | | | | | | | | | \boxtimes | |
| CILO7 | | | | | | | | | | \boxtimes | |
| CILO8 | | \boxtimes | | | | \boxtimes | | | | | |
| CILO9 | | \boxtimes | | | | | | | | | |

| الأس بوع We ek | / المساق مواضيع الفعاليات Course Topics/Events | القراءات (المراجع) Reading s (Referen ce) رقم | رمز مخرج ات المس اق CIL O | رمز مخرج ات البرنام PIL O | أنشطة التدريس والتعلم Teachi ng & Learni ng Activit | العلام ة Mar k | الوقت / الموعد Durati on/ Deadli nes |
|-------------------------|--|---|---|--|--|-------------------------|---|
| 1. | Esophageal disorder. Liver cirrhosis and portal hypertension. Viral hepatits. Chronic liver disease. Pancreatitis. | 1,2 | 3,4 | 1,2,3,8 | Lecture s | | 1 hour each |
| 2. | Peptic ulcer disease . Gastrointestinal bleeding . Inflammatory bowel disease . Functional bowel disease . Malabsorption . | 1,2 | 3,4 | 1,2,3,8 | Lecture s | | 1 hour each |
| 3. | Diabetes mellitus. Complication of diabetes Thyroid disorders. Adrenal disorders . Pituitary disease. Hypercalcemia. Hypocalcemia. | 1,2 | 3,4 | 1,2,3,8 | Lecture s | | 1 hour each |
| 4. | Hyponatremia . Hypernatremia . Glomerular diseases . Acute kidney injury . | 1,2 | 3,4 | 1,2,3,8 | Lecture s | | 1 hour each |

| | Chronic kidney disease. Urinary tract infection. | | | | | |
|----|--|-----|-----|---------|--------------|----------------|
| 5. | Anemia . Leukemia . Lymphoma . Myeloproliferativ e disorders . Platelet disorders . Coagulation disorders . | 1,2 | 3,4 | 1,2,3,8 | Lecture s | 1 hour each |
| 6. | Asthma . Chronic obstructive pulmonary disease . Interstitial lung disease . Pleural disease . HIV . TB . DVT and pulmonary hypertension . Ca lung . | 1,2 | 3,4 | 1,2,3,8 | Lecture s | 1 hour each |
| 7. | Hypertension . ECG . Coronary artery disease . Valvular heart disease . Heart failure and cardiomyopathy . Pericarditis . Arrythmia . Infective endocarditis . | 1,2 | 3,4 | 1,2,3,8 | Lecture s | 1 hour each |
| 8. | Rheumatoid arthritis . Seronegative Spondyloarthropa thies . SLE . Myositis . Scleroderma . Vasculitis . | 1,2 | 3,4 | 1,2,3,8 | Lecture s | 1 hour each |

| 9. | Hyperkalemia . Hypokalemia . Crystal induce arthritis . Approach to rheumatological disease . | 1,2 | 3,4 | 1,2,3,8 | Lecture s | | 1 hour each |
|-----|---|-------|---------|---------|--|----|--------------------------|
| 10. | Pneumonia . Sepsis . Multiple myeloma . | 1,2 | 3,4 | 1,2,3,8 | Lecture s | | 1 hour each |
| 1- | Clinical internal medicine | 1,2,3 | 1,2,3,4 | 3,5,6,7 | clinical inpatien t rounds | | Daily : 9 am- 12pm |
| 10 | OSCE +mini- OSCE exam | | | | | 35 | 30 minutes |
| • | | | | | | | |
| • | | | | | | | |
| • | | | | | | | |
| • | | | | | | | |
| • | • التقييم التجميعي • Final exam (Summative Assessment) | | | | الامتحان التقييم) النهائي (التجميعي Summative Assessmen t | | Week 16 |

| Week | May use the Week number more than once | من الممكن استخدام رقم الأسبوع اكثر من مرة | الأسبوع |
|------------------------------------|--|--|---------------------------------|
| Course Topics/Events | The topic that is the focus of this part of the class in subjects' format | المحتوى التعليمي المعطى في المحاضرة على شكل مواضيع | مواضيع المساق / الفعاليات |
| CILO | The learning objective of this specific topic; what you want the students to achieve. | الهدف التعليمي لهذا الموضوع المحدد؛ ما الذي تريد أن يحققه الطلاب. | مخرجات التعلم للمحاضرة |
| Teaching & Learning Activity | Power point material, Videos, White board, overhead projector, handout, pc projector, written assignment, flip chart, objects used to illustrate something etc. | وسائل التعليم المستخدمة، مادة عرض مصورة، مقاطع مصورة، مجسمات السبورة البيضاء، جهاز عرض علوي، نشرة ، جهاز عرض كمبيوتر ، مهمة كتابية ، لوح ورقي ، أشياء مستخدمة لتوضيح شيء ما وما إلى ذلك. | أنشطة التدريس والتعلم |
| Time | Duration of this part of the class. | مدة هذا الجزء النشاط من المحاضرة. | الوقت |
| Mark | Mark weight for each topic as a part of total (100) | علامة كل مخرج و هي جزء من العلامة الكلية (100) | العلامة |

| ASSESSMANT TOOLS | أساليب التقييم | |
|------------------|----------------|--|
|------------------|----------------|--|

| Write assessment tools that will be students' ability to understand the material and gain the skills and co stated in learning outcomes | أكتب أساليب التقييم التي سيتم استخدامها لتقييم قدرة الطلبة على استيعاب مواد المساق واكتساب المهارات والكفايات المنصوص عليها في مخرجات التعلم | | | |
|---|--|--|------------------|---------------------------|
| التقييم وسيلة ASSESSMENT TOOLS | أو تكويني) النوع (تجميعي Type (Informative and Summative) | رمز مخرجات المساق المستهدفة CILO | العلامة Grade | النسبة % Percentage |
| • المشاركة(Participation) | | | 15 | 15 |
| • تقریر(Report) | | | | |
| المقالات المختصرة (Essays) | | | | |
| • واجبات(assignments) | | | | |
| الاختبارات الشفوية (Oral) | | | | |
| exams) | | | | |
| • دراسة الحالة Case study) | | | | |
| exams) | | | | |
| • امتحانات قصيرة(Quizzes) | | | | |
| • التجارب العملية | | | | |
| (Experiments) | | | | |
| • مشاریع(Project) | | | | |
| • زيارات ميدانية(Field Trip) | | | | |
| أخرى) يرجى التحديد Other (| | | | |
| (specify) | | | | |
| • امتحان منتصف الفصل Mid) | | | 35 | 35 |
| Exam) | | | | |
| • الامتحان النهائي Final) | | | 50 | 50 |
| Exam) | | | | |
| المجموع(TOTAL MARKS) | 100 | | | |

| Informative | A set of formal and informal assessment procedures that teachers conduct during the learning process in order to modify teaching and learning activities to improve student achievement. | مجموعة من إجراءات التقييم الرسمية وغير الرسمية التي يجريها المعلمون أثناء عملية التعلم من أجل تعديل أنشطة التعليم والتعلم لتحسين تحصيل الطلاب. | التكويني |
|---------------------|--|--|---------------|
| Summative | A set of formal assessment procedures that teachers conduct after the learning process in order to measure student achievement. | مجموعة من إجراءات التقييم الرسمية التي يجريها المعلمون بعد عملية التعلم من أجل قياس تحصيل الطلاب. | التجميعي |
| Assessment Tools | Technique or method of evaluating information to determine how much a Student knows and whether this knowledge aligns with the intended learning outcomes of a theory or framework. | تقنية أو طريقة لتقييم المعلومات لتحديد مدى معرفة الطالب وما إذا كانت هذه المعرفة تتوافق مع نتائج التعلم لنظرية أو إطار عمل. | وسيلة التقييم |

| THIRD: COURSE POLICIES AND | ثالثاً: التعليمات والإرشادات |
|----------------------------|------------------------------|
| INSTRUCTIONS | |

الحضور والمواظبة Attendance rules

السياسات والارشادات

Attendance and participation are critical, and the regular university norms will apply. A student is not permitted to be absent for more than 15% of the total number of credit hours given to any course. Each class's attendance will be tracked. A 10% absence will result in a first written notice. If a student misses 15% of the class, the course is dropped, and the student is not entitled to sit for the final exam. If a student has any special circumstances (medical or personal), he or she is advised to discuss this with the instructor, and documented evidence will be requested to remove any absences from his or her attendance records.

Policies

and

يعتبر حضور الطلبة للمحاضرات ومشاركتهم بها في غاية الأهمية، وسيتم تطبيق القواعد المعمول بها في الجامعة بهذا الخصوص يتم تسجيل حضور الطلبة في كل محاضرة وصول نسبة غياب الطالب إلى %10 ستتسبب في تلقيه إنذاراً أولياً خطياً في حال وصول نسبة الغيابات إلى %15 ، يتم حرمان الطالب من المساق ولن يسمح للطالب بالتقدم للامتحان النهائي في المساق في حال تعرض الطالب إلى أي ظروف قاهرة) مرض أو ظروف شخصية (، يجدر بالطالب التواصل مع المدرس ومناقشة هذا الظرف وإظهار دليل خطي يبرر الظرف ليتم الغاء الغياب من سجل الغياب .

| GRADING SYSTEM التقديرات نظام | | | | | | |
|----------------------------------|------------------|----------------|--|--|--|--|
| التقدير Grade | النقاط Points | المدى Range | | | | |
| A | j | | | | | |
| A- | _ | | | | | |
| B+ | + + | | | | | |
| В | Ļ | | | | | |
| В- | ب- | | | | | |
| C+ | +ج | | | | | |
| C | ₹ | | | | | |
| C- | ₹- | | | | | |
| D+ | 7+ | | | | | |
| D | 7 | | | | | |
| D- | ٦- | | | | | |
| F | 4 | | | | | |

instructions

- Students must read and follow the internal bylaws of BAU in relation to student conduct bylaws.
- Students with special needs are highly recommended to register their cases with a valid doctor's report in the student affairs department.
- Students with special needs shall be subject to special care in coordination with the head of department as per internationally recognized and benchmarked considerations and services.
- The student must seek permission before making any interventions on the subject of the lecture.
- The student must listen to and respect the opinions of others.
- The student should not obstruct the course of the lecture.
- Students should not hesitate to ask questions to the instructor.
- Students should not use their mobile phones during the lecture.
- Students are strongly encouraged to contact their instructor if they have courserelated questions during office hours.
- Students are recommended to contact their instructor using the LMS.
- Cheating and Plagiarism are prohibited.

- يجب على الطالب أن يقوم بقراءة واتباع اللوائح الداخلية الخاصة بجامعة البلقاء التطبيقية المتعلقة بلوائح سلوك الطلبة.
- ينصح الطلبة من ذوي الاحتياجات
 الخاصة أن يقوموا بتسجيل حالاتهم لدى
 شؤون الطلبة من خلال تقرير طبي
 حسب الأصول وساري المفعول
 - يخضع الطابة من ذوي الاحتياجات الخاصة إلى رعاية خاصة وذلك بالتنسيق مع رئيس القسم وفقاً للمعايير الخاصة بذلك و المعترف بها دولياً.
 - على الطالب الاستئذان قبل القيام بأي مداخلات على موضوع المحاضرة.
 - على الطالب الاستماع واحترام الرأي الآخر .
- على الطالب عدم إعاقة سير المحاضرة
- على الطلاب عدم التردد في طرح
 الأسئلة على مدرس المادة والتواصل مع
 المدرس خلال الساعات المكتبية او من
 خلال نظام التعليم الالكتروني.
- على الطلاب عدم استخدام الهاتف النقال أثناء المحاضرة.
- على الطلاب عدم التردد في التواصل مع المدرس خلال الساعات المكتبية او من خلال نظام التعليم الالكتروني.
 - غير مسموح الغش والانتحال على الاطلاق.

| منسق المساق | Bandar Ghazl | رئيس القسم | Tarek Mazzawi |
|--------------------|--------------|------------------|---------------|
| Course | | Department | |
| Coordinator: | | Head: | |
| رقم قرار القسم | | تاريخ القرار: | |
| Department | | Date of | |
| Decision | | Decision: | |
| التوقيع | | التوقيع | |
| Signature: | | Signature: | |
| التاريخ | 3/3/2023 | التاريخ | |
| Date: | | Date:: | |
| COURSE COOF | RDINATOR | | منسق المساق |