School/Institute Name: ………………

**D.A. University, Indore**

**Course Plan Specification**

**Subject Name:**

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| 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**

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

**C. Course Description**

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| **No. of weeks** | Topic | **Reading** |
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| 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: |

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| 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 |

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| 5. Scheduling of Assessment Tasks for Students | | |
| Assessment task (eg. essay, test, group project, examination etc.) | Week due | Proportion of Final Assessment |
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**D. Faculty and Staff Requirements for the Course**

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| 1. Numbers of Faculty and Staff Required | | | | | | |
| Category of Faculty and Staff | Minimum Number | Equivalent Full time | 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

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| 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**

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| 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**

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| 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: