Form: Course Syllabus	Form Number	EXC-01-02-02A
	Issue Number and Date	2/3/24/2022/2963 05/12/2022
	Number and Date of Revision or Modification	
	Deans Council Approval Decision Number	2/3/24/2023
	The Date of the Deans Council Approval Decision	23/01/2023
	Number of Pages	06

1.	**Course Title**	Employability Readiness
2.	**Course Number**	0304494
3.	**Credit Hours (Theory, Practical)**	6 (5 theory, 1 practical)
	Contact Hours (Theory, Practical)	6
4.	**Prerequisites/ Corequisites**	Completion of at least 90 Credit hours
5.	**Program Title**	B.Sc. Biological Sciences
6.	**Program Code**	4
7.	**School/ Center**	Science
8.	**Department**	Biological Sciences
9.	**Course Level**	Obligatory Specialization requirement
10.	**Year of Study and Semester (s)**	4th year, 1st or 2nd semesters,
11.	**Other Department(s) Involved in Teaching the Course**	None
12.	**Main Learning Language**	English + Arabic
13.	**Learning Types**	■Face to face learning ☐ Blended ☐Fully online
14.	**Online Platforms(s)**	■Moodle ■Microsoft Teams
15.	**Issuing Date**	25 – 11 – 2024
16.	**Revision Date**	

17. Course Coordinator:

Name: Dr. Munir Al-Zeer	Contact hours:
Office number: 311	Phone number:
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18. Other Instructors:

Name:
Office number:
Phone number:
Email:
Contact hours:
Name:
Office number:
Phone number:
Email:
Contact hours:

19. Course Description:

This course focuses on training students on the use of modern educational techniques, formulating learning outcomes, taking into account individual differences when writing exam questions and linking them to the required learning outcomes, and presenting information in a clear manner. The course also trains students on the basics of conducting scientific experiments, collecting and analyzing data using mathematical and statistical methods, and using scientific equipment. The course also focuses on developing the student's professional skills, including resume writing, job interviewing, effective communication, and calm and logical dialog. In addition to stimulating constructive criticism and the ability to solve issues, this course trains students on the ability to adapt in different environments and changes of individuals and work. This course also enhances students' ability to make decisions and learn how to use digital devices, search and exchange information.

20. Program Student Outcomes (SO's): (To be used in designing the matrix linking the intended learning outcomes of the course with the intended learning outcomes of the program)

1. An ability to identify, formulate, and solve broadly-defined technical or Scientific problems by applying knowledge of mathematics and science and /or technical topics to areas relevant to discipline.
2. An ability to formulate or design a system, process, procedure or program to meet desired needs.
3. An ability to develop and conduct experiments or test hypotheses, analyze and interpret data and use scientific judgement to draw conclusions.
4. An ability to communicate effectively with a range of audiences.
5. An ability to understand ethical and professional responsibilities and the impact of technical and /or scientific solutions in global, economic, environmental, and societal contexts

6. An ability to function effectively on teams that establish goals plan tasks , meet deadlines and analyze risk and uncertainty

21. Course Intended Learning Outcomes (CLO's): (Upon completion of the course, the student will be able to achieve the following intended learning outcomes)

1. Professionally craft tailored CVs that highlight key achievements, skills, and experiences, ensuring alignment with job requirements and industry standards.
2. Collaborate effectively within diverse teams, demonstrating clear communication, adaptability, and problem-solving to achieve shared goals professionally.
3. Critically analyze and evaluate information, apply logical reasoning to solve complex problems, and make well-informed, reflective decisions in a professional context.
4. Apply diverse educational styles and training methods professionally, creating effective, inclusive learning environments and delivering impactful educational programs.
5. Design, conduct, and analyze data from scientific experiments, utilizing mathematical and statistical tools (e.g., PRISM) to interpret results.
6. Use online resources like NCBI and other relevant databases to conduct literature reviews, access biological data, and integrate these tools into their research for data analysis and scientific discovery.
7. Write clear, concise, and well-structured scientific papers, abstracts, and literature reviews, following established conventions in academic writing.
8. Organize, analyze, and present scientific data clearly and professionally, utilizing visual aids (e.g., charts, graphs, tables) and oral communication techniques to make complex information accessible to both expert and non-expert audiences.
9. Gain hands-on experience through training in various sectors, including education, pharmaceuticals, research centers, and medical representation, applying learned skills in real-world contexts.

Course CLOs	**The learning levels to be achieved**					
	Remembering	**Understanding**	**Applying**	**Analysing**	**evaluating**	**Creating**
CLO 1			•			
CLO 2		•	•			
CLO 3			•	•	•	•
CLO 4			•	•		
CLO 5		•	•	•		

CLO 6		•	•			
CLO 7	•	•	•		•	
CLO 8		•				•
CLO 9			•	•	•	

22. The matrix linking the intended learning outcomes of the course with the intended learning outcomes of the program:

Program SO's / Course CLO's	SO (1)	SO (2)	SO (3)	SO (4)	SO (5)	SO (6)
CLO (1)						
CLO (2)				•		•
CLO (3)				•		
CLO (4)	•					
CLO (5)	•		•			
CLO (6)	•				•	
CLO (7)						
CLO (8)	•	•		•	•	
CLO (9)					•	•

23. Topic Outline and Schedule:

Week	Lecture	Topic	CLO/s Linked to the Topic	Learning Types (Face to Face/ Blended/ Fully	Platform Used	Synchronous / Asynchronous	Evaluation Methods	Learning Resources
1	1	General organization	1	FF	Teams	S	Oral	Open Sources
2	2	Communication skills	1	FF	Teams	S	Oral	Open Sources
3	3	CV writing, Portfolio, LinkedIn, Research Gate, GitHub, and other platforms	2	FF	Teams	S	Oral	Open Sources
4	4	Job interview and Job Hunting	3	FF	Teams	S	Oral	Open Sources
5	5	Critical Thinking	4, 9	FF	Teams	S	Oral	Open Sources
6	6	Teaching Methodologies	4, 9	FF	Teams	S	Oral	Open Sources
7	7	Training						
8	8	Training						
9	9	Training						
10	10	Training						

11	11	Scientific Experimentation & Data Analysis	5, 6	FF	Teams	S	Oral	Open Sources
12	12	Scientific Writing & Abstract Writing	5, 6	FF	Teams	S	Oral	Open Sources
13	13	- Research Methodology Lab Safety (Biological, chemical and radiation lab safety)	6	FF	Teams	S	Oral	Open Sources
14	14	Final Project Presentation and Report -	7, 8	FF	Teams	S	Oral	Open Sources
15	15	Final Project Presentation and Report	7, 8	FF	Teams	S	Oral	Open Sources

24. Evaluation Methods:

Opportunities to demonstrate achievement of the CLOs are provided through the following assessment methods and requirements:

Evaluation Activity	Mark	Topic (s)	CLO/s Linked to the Evaluation activity	Period (Week)	Platform
CV writing, Platforms, Attendance, Job interview	30		1-10		
Critical thinking	20		1-10		
Training (Employer evaluation, Project writing+ Presentation) and demo class	50		1-10		

25. Course Requirements:

Computer Account in Microsoft Teams

26. Course Policies:

27. References:

A- Required book(s), assigned reading and audio-visuals: B- Recommended books, materials, and media:

28. Additional information:

Name of the Instructor or the Course Coordinator:	Signature: ……..……	Date:
Name of the Head of Quality Assurance Committee/ Department	Signature: ……..……	Date: ……..……
Name of the Head of Department	Signature: ……..……	Date: ……..……
Name of the Head of Quality Assurance Committee/ School of Science	Signature: ……..……	Date: ……..……
Name of the Dean or the Director	Signature: ……..……	Date: ……..……