

**Receiving list of the *electronic* course files**

Department:

Program:

Section: Male/Female

Academic year: 14 / 14

Semester: First/ Second

Course code & NO	Staff Name																						
	CHS 212	CHS 214	CHS 215	CHS 225	CHS 243	CHS 264	CHS 265	CHS 266	CHS 267	CHS 268	CHS 269	CMED 303	CHS 334	CHS 343	CHS 344	CHS 345	CHS 346	CHS 369	CHS 390	CHS 431	CHS 433	CHS 435	
1. Cover																							
2. Updated CV																							
3. Teaching philosophy																							
4. Course (FExp) specification																							
5. Course Syllabus																							
6. Course (FExp) Report																							
• Final Revised (word file)																							
• Final Revised signed (PDF file)																							
7. Students attendance																							
8. Exam sheet																							
• 1 <sup>st</sup> midterm																							
• 2 <sup>nd</sup> midterm																							
• Final																							
• Practical	NA	NA									NA	NA	NA				NA		NA		NA		
9. Model answer																							
• 1 <sup>st</sup> midterm																							
• 2 <sup>nd</sup> midterm																							
• Final																							
• Practical	NA	NA									NA	NA	NA				NA		NA		NA		

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10. Samples of students' answers (3 levels)																						
• 1 <sup>st</sup> midterm																						
• 2 <sup>nd</sup> midterm																						
• Final																						
• Practical	NA	NA									NA	NA	NA				NA		NA		NA	
11. Approved final exam's results																						
12. Course evaluation surveys (Edugate)																						
13. Students activities i.e. quizzes, seminars, presentations...etc																						
• List of activities																						
• Sample of activities																						
14. Exam Peer reviewing report																						
15. Teaching Staff list																						

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	CHS 439	CHS 446	CHS 453	CHS 454	CHS 455	CHS 456	CHS 457	CHS 221	CHS 226	CHS 231	CHS 242	CHS 261	CHS 262	CHS 470											
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• 1 <sup>st</sup> midterm	NA				NA																				
• 2 <sup>nd</sup> midterm	NA				NA																				
• Final	NA				NA																				
• Practical	NA	NA		NA	NA			NA	NA	NA	NA	NA	NA	NA											
9. Model answer																									
• 1 <sup>st</sup> midterm	NA				NA																				
• 2 <sup>nd</sup> midterm	NA				NA																				
• Final	NA				NA																				
• Practical	NA	NA		NA	NA			NA	NA	NA	NA	NA	NA	NA											

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10. Samples of students' answers (3 levels)																				
• 1 <sup>st</sup> midterm	NA				NA															
• 2 <sup>nd</sup> midterm	NA				NA															
• Final	NA				NA															
• Practical	NA	NA		NA	NA			NA	NA	NA	NA	NA	NA	NA						
11. Approved final exam's results																				
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• List of activities																				
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Approved, Course file team;

Name: ----- Signature: -----