

## **Course Specification of Mathematics 1**

I. Course Identification and General Information:							
1-	Course title:	Mathem	natics (1).				
2-	Course Number & Code:	FR001.					
			C.I	H		Total	
3-	Credit hours:	Th.	Seminar	Pr.	Tu.	Cr. Hr.	
		2	_	-	2	3	
4-	Study level/year at which this course is offered:	First Year-First Semester.					
5-	Pre –requisite (if any):	None.					
6-	Co –requisite (if any):	None.					
7-	Program (s) in which the course is offered	Mechatronics Engineering Program.					
8-	Language of teaching the course:	English	Language.				
9-	System of Study:	Semesters.					
10-	Mode of delivery:	Lectures and Tutorials.					
11-	Location of teaching the course:	Mechatronics Engineering Department.					
12-	Prepared by:	Dr. Adnan Khalid Al-Salihi.					
13-	Date of approval:						

Prepared by Dr. Adnan Khalid Al-Salihi Head of Department Ass. Prof. Dr. Abdul-Malik Momin

Quality Assurance Unit Ass. Prof. Dr. Mohammad Algorafi Dean of the Faculty Prof. Dr. Mohammed AL-Bukhaiti Academic Development Center & Quality Assurance Ass. Prof. Dr. Huda Al-Emad



#### **II.** Course Description:

This course prepared to be a primary education in the first branch of the calculus (differential calculus), whereas focus on the fundamental concepts of: Real functions, Limits of the functions, Continuity of the functions, Derivatives of the functions, The complex numbers, Matrices and determinants and how to use them to get solution of simultaneous linear equations, Study properties of functions by using algebra and graphical methods that include plotting points, determining symmetry, and making horizontal or vertical shifts.

The Calculus was invented as a tool for investigating problems that involve motion, Algebra and trigonometry, may be used to study objects that move at constant speed along linear or circular paths. Modern day applications of the derivative include investigating the rate of growth of bacteria in the culture, predicating the outcome of a chemical reaction, measuring instantaneous change in electrical current, describing the behavior of atomic particles, forecasting economic profits and losses and analyzing vibrations mechanical systems, and it is also useful in solving problems that involving maximum or minimum values, So mathematics is necessary to underpin education in mechatronics engineering.

III.(	Course Intended learning outcomes (CILOs) of the course	Referenced PILOs
a.1	Characterize the real functions, and how to solve linear inequality, quadratic inequality, modulus equation in the domain of the set of real numbers.	A1, A3.
a.2	Classify the properties of the limits and continuity and basic rules of differentiation and how can deal with their calculations.	A1, A3.
b.1	Combine different methods of differentiation to solve applied problems.	B1, B2.
b.2	Create a smooth transition into the interactive problem solving.	B1, B2.

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<b>c.1</b>	Demonstrate the graphs of the algebraic and transcendental functions by using properties, rigid and non-rigid transformations.	C2.
c.2	Compute a mathematical model use the elementary functions and estimate its solution as engineering applications.	C2.
d.1	Examine applications such as apply mathematical concepts, principles and methods in practical engineering problems within the required time efficiently.	D1, D3.
d.2	Cooperate and work effectively in group or individually.	D3.

# (A) Alignment Course Intended Learning Outcomes of Knowledge and Understanding to Teaching Strategies and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
<b>a1.</b> Characterize the real functions, and how to solve linear inequality, quadratic inequality, modulus equation in the domain of the set of real numbers.	Lecture and tutorial class.	Assignments (Quizzes & Homework).
<b>a2.</b> Classify the properties of the limits and continuity and basic rules of differentiation and how can deal with their calculations.	Lecture and tutorial class.	Assignments (Quizzes & Homework).

# (**B**) Alignment Course Intended Learning Outcomes of Intellectual Skills to Teaching Strategies and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies					
<b>b2</b> . Combine different methods of differentiation to solve applied problems.	Lecture and tutorial class.	Assignments (Quizzes & Homework).					

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<b>b2.</b> Create a smooth transition into the	Lecture and	Assignments (Quizzes &
interactive problem solving.	tutorial class	Homework).

# © Alignment Course Intended Learning Outcomes of Professional and Practical Skills to Teaching Strategies and Assessment Strategies:

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Course Intended Learning Outcomes	Teaching	Assessment Strategies				
	strategies					
<b>c1.</b> Demonstrate the graphs of the algebraic and transcendental functions by using properties, rigid and non-rigid transformations.	Lecture and tutorial class.	Assignments (Quizzes & Homework).				
<b>c2.</b> Compute a mathematical model use the elementary functions and estimate its solution as engineering applications.	Lecture and tutorial class	Assignments (Quizzes & Homework).				

### (D) Alignment Course Intended Learning Outcomes of Transferable Skills to Teaching Strategies and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
<b>d1.</b> Examine applications such as apply		
mathematical concepts, principles and	Lecture and	Assignments (Quizzes and Home
methods in practical engineering problems	tutorial class	works).
within the required time efficiently.		
d2. Cooperate and work effectively in	Lecture and	Assignments (Quizzes and Home
group or individually.	tutorial class	works)

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IV. Course Content:							
	A – Theoretical Aspect:						
Order	Units/Topics List	Learning Outcomes	Sub Topics List	Number of Weeks	Contact hours		
1.	Arithmetic and Introduction to Algebra.	a1, d2.	<ul> <li>Types of number and powers.</li> <li>Inequalities and absolute value.</li> <li>Introduction to algebra (powers, logarithms, factorization of algebraic expressions).</li> <li>Algebraic expressions, equations and functions.</li> </ul>	1	2		
2.	Functions and their Graphs.	a1,b2,c1, c2,d1	<ul> <li>Rectangular coordinates.</li> <li>Graphs of equations.</li> <li>Linear equations in two Variables.</li> <li>Functions and their Graphs.</li> <li>Combinations of functions: composite functions and inverse functions.</li> </ul>	1	2		
3.	Polynomial and Rational Functions.	a1,a2,b2,c1, c2,d1,d2	<ul> <li>Quadratic and polynomial functions of higher degree.</li> <li>Polynomial and synthetic division</li> <li>Complex numbers and zeros of polynomial functions.</li> <li>Rational functions.</li> <li>Non-linear inequalities.</li> </ul>	1	2		

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4.	Exponential and Logarithmic Functions.	a1,a2, b2,c1,c2, d1,d2.	<ul> <li>Exponential functions, properties and graphs.</li> <li>Logarithmic functions, properties and graphs.</li> <li>Exponential and logarithmic equations.</li> <li>Exponential and logarithmic models</li> </ul>	1	2
5.	Trigonometric and Inverse Trigonometric Functions.	a1,a2, b2,c1,c2, d1,d2	<ul> <li>Trigonometric functions, properties and graphs.</li> <li>Inverse trigonometric functions, properties and graphs.</li> </ul>	1	2
6.	Hyperbolic and Inverse Hyperbolic Functions.	a1,a2, b2,c1,c2, d1,d2	<ul> <li>Hyperbolic functions, properties and graphs.</li> <li>Inverse hyperbolic functions, properties and graphs.</li> </ul>	1	2
7.	Limits and Continuity.	a1,a2, b2,c1,c2, d1,d2.	<ul><li>Limits and their properties.</li><li>Techniques for evaluating limits.</li><li>Continuity of a function.</li></ul>	1	2
8.	Mid-Term Exam.	a1, a2, b1, b2, c1, c2.	• The First 7 Chapters.	1	2
9.	Differentiation	a1,a2, b1,b2,c1,c2, d1,d2.	<ul><li> The Derivative and the tangent, line problem.</li><li> Basic differentiation rules.</li></ul>	1	2
10.	Differentiation.	a1,a2, b1,b2,c1,c2, d1,d2.	<ul><li>Higher-order derivatives.</li><li>The chain rule.</li><li>Implicit differentiation.</li></ul>	1	2

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11.	Differentiation.	a1,a2, b1,b2,c1,c2, d1,d2.	• Derivatives of exponential, logarithmic, trigonometric and inverse trigonometric function.	1	2
12.	Differentiation.	a1,a2, b1,b2,c1,c2, d1,d2.	• Derivatives of hyperbolic and inverse hyperbolic functions.	1	2
13.	Applications of Differentiation.	a1,a2,b1, b2,c1,c2, d1,d2.	<ul> <li>Extrema on an interval.</li> <li>Rolle's theorem and the mean value theorem.</li> <li>Increasing and decreasing functions and the first.</li> <li>Concavity and the 2nd derivative test.</li> </ul>	1	2
14.	Matrices and. Determinants.	a1,a2,b2, c1,c2, d1,d2.	<ul> <li>Operations with matrices.</li> <li>The inverse of a matrix.</li> <li>The determinant of a matrix.</li> <li>Properties of determinants.</li> </ul>	1	2
15.	Solving Systems of Linear Equations by using Matrices and Determinants.	a1,a2,b2, c1,c2, d1,d2.	<ul> <li>Matrices and systems of equations.</li> <li>Cramer's rule.</li> <li>Use Gauss-Jordan and Gaussian elimination to solve systems of linear equations.</li> </ul>	1	2
16.	Final Exam.	a1, a2, b1, b2, c1, c2.	• All the Chapters.	1	2
Number of Weeks /and Units Per Semester			16	32	

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B- Tutorial Aspect:						
Order	Tasks/ Experiments	Number of Weeks	Contact hours	Learning Outcomes		
1.	Arithmetic and Introduction to Algebra.	1	2	a1, d2.		
2.	Functions and their Graphs.	1	2	a1,b2,c1, c2,d1		
3.	Polynomial and Rational Functions.	1	2	a1,a2,b2,c1, c2,d1,d2		
4.	Exponential and Logarithmic Functions.	1	2	a1,a2, b2,c1,c2, d1,d2.		
5.	Trigonometric and Inverse Trigonometric Functions.	1	2	a1,a2, b2,c1,c2, d1,d2		
6.	Hyperbolic and Inverse Hyperbolic Functions.	1	2	a1,a2, b2,c1,c2, d1,d2		
7.	Limits and Continuity.	1	2	a1,a2, b2,c1,c2, d1,d2.		
8.	Differentiation	1	2	a1,a2, b1,b2,c1,c2, d1,d2.		
9.	Differentiation.	1	2	a1,a2, b1,b2,c1,c2, d1,d2.		
10.	Differentiation.	1	2	a1,a2, b1,b2,c1,c2, d1,d2.		
11.	Differentiation.	1	2	a1,a2, b1,b2,c1,c2, d1,d2.		
12.	Applications of Differentiation.	1	2	a1,a2,b1, b2,c1,c2, d1,d2.		
13.	Matrices and Determinants.	1	2	a1,a2,b2, c1,c2, d1,d2.		

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14.	Solving Systems of Linear Equations by	1	2	a1,a2,b2, c1,c2, d1,d2.
	using Matrices and Determinants.			
Number of Weeks /and Units Per Semester		14	28	

#### V. Teaching strategies of the course:

- 1. Lectures
- 2. Tutorial class.
- 3. Interactive class discussion.
- 4. Presentations.

VI	. Assignments:			
No	Assignments	Aligned CILOs(symbols)	Week Due	Mark
1.	Quizzes and class activities (exercises and discussions).	a1,a2,b1,b2, c1,c2, d1, d2.	Every 2 weeks	10
2.	Homework .	a1,a2,b1,b2, c1,c2,d1,d2.	Every 2 weeks	10
	•	Total		20

#### VII. Schedule of Assessment Tasks for Students During the Semester:

No.	Assessment Method	Week Due	Mark	Proportion of Final Assessment	Aligned Course Learning Outcomes
1	Quizzes and class activities (exercises and discussions).	Every 2 weeks	15	10%	a1,a2,b1,b2, c1,c2, d1, d2.

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2	Homework.	Every 2 weeks	15	10%	a1,a2,b1,b2, c1,c2, d1, d2.
3	Mid-Term Exam.	On the 8 <sup>th</sup> week	15	10%	a1,a2,b1,b2, c1,c2.
4	Final exam.	On the 16 <sup>th</sup> week	105	70%	a1,a2,b1,b2, c1,c2.
	Total			100%	

VII	I. Learning Resources:					
• pul	Written in the following order: (Author - Year of publication – Title – Edition – Place of blication – Publisher).					
1- Rec	quired Textbook(s) ( maximum two ).					
	<ol> <li>Essential Calculus Early Transcendental Functions, Ron Larson, Robert Hostetler and Bruce H. 2008 Edwards, Houghton Mifflin Company Boston New York.</li> <li>Thomas', 2014.Calculus by George B. Thomas, Jr. Thirteenth Edition, Pearson Education, Inc.</li> </ol>					
<b>2-</b> E	ssential References.					
	1- Higher Engineering Mathematics, 2006, Fifth Edition by John Bird, Elsevier Ltd.					
<b>3-</b> E	3- Electronic Materials and Web Sites etc.					
	1- 2-					

IX	K. Course Policies:
1.	<b>Class Attendance:</b> The students should have more than 75 % of attendance according to rules and regulations of the faculty.
2.	Tardy:

Prepared by	Head of Department	Quality Assurance Unit	Dean of the Faculty	Academic Development
Dr. Adnan	Ass. Prof. Dr. Abdul-	Ass. Prof. Dr.	Prof. Dr. Mohammed	Center & Quality
Khalid Al-Salihi	Malik Momin	Mohammad Algorafi	AL-Bukhaiti	Assurance
				Ass. Prof. Dr. Huda Al-
				Emad



	The students should respect the timing of attending the lectures. They should attend within 1					
	minute from starting of the lecture.					
	Exam Attendance/Punctuality:					
3.	The student should attend the exam on time. The punctuality should be implemented					
	according to rules and regulations of the faculty for midterm exam and final exam.					
	Assignments & Projects:					
4.	The assignment is given to the students after each chapter, the student has to submit all the					
	assignments for checking on time.					
	Cheating:					
5.	If any cheating occurred during the examination, the student is not allowed to continue and					
	he/she has to face the examination committee for enquires.					
	Plagiarism:					
6.	The student will be terminated from the Faculty, if one student attends the exam on another					
	behalf according to the policy, rules and regulations of the university.					
	Other policies:					
7.	• All the teaching materials should be kept out the examination hall.					
	• The mobile phone is not allowed.					
	<ul> <li>There should be a respect between the student and his teacher.</li> </ul>					
Revi	ewed Vice Dean for Academic Affairs and Post Graduate Studies: Dr. Tarek A. Barakat					

Reviewed	Vice Dean for Academic Affairs and Post Graduate Studies: Dr. Tarek A. Barakat
By	President of Quality Assurance Unit: Ass. Prof. Dr. Mohammed Algorafi
	Head of Mechatronics Engineering Department: Ass. Prof. Dr. Abdul-Malik Momin
	Ass. Prof. Dr. Riyadh Muharam.
	Deputy Rector for Academic Affairs Dr. Ibrahim AlMutaa
	Ass. Prof. Dr. Ahmed Mujahed
	Dr. Munaser Alsubri

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## **Template for Course Plan of Mathematics 1**

I. Information about Faculty Member Responsible for the Course:								
Name of Faculty Member	Dr. Adnan Khalid Al- Salihi	Office Hours						
Location& Telephone No.	00967770499879	SAT	SUN	MON	TUE	WED	THU	
E-mail	Adnans2000@gmail.com							

	II. Course Identification and General Information:							
1.	Course Title:	Mathematics (1)						
2.	Course Number & Code:	FR001.						
			C.I	I		Total		
3.	Credit hours:	Th.	Seminar	Pr.	Tu.	Cr. Hr.		
		2	-	-	2	3		
4.	Study level/year at which this course is offered:	First Year-First Semester.						
5.	Pre –requisite (if any):	None.						
6.	Co –requisite (if any):	None.						
7.	Program (s) in which the course is offered	Mechatronics Engineering Program.						
8.	Language of teaching the course:	English Language.						
9.	System of Study:	Semesters.						
10.	Mode of delivery:	Lectures and Tutorials.						
11.	Location of teaching the course:	Mechat	ronics Engin	eering De	epartmen	t.		

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#### **III.** Course Description:

This course prepared to be a primary education in the first branch of the calculus (differential calculus), whereas focus on the fundamental concepts of: Real functions, Limits of the functions, Continuity of the functions, Derivatives of the functions, The complex numbers, Matrices and determinants and how to use them to get solution of simultaneous linear equations, Study properties of functions by using algebra and graphical methods that include plotting points, determining symmetry, and making horizontal or vertical shifts.

The Calculus was invented as a tool for investigating problems that involve motion, Algebra and trigonometry, may be used to study objects that move at constant speed along linear or circular paths. Modern day applications of the derivative include investigating the rate of growth of bacteria in the culture, predicating the outcome of a chemical reaction, measuring instantaneous change in electrical current, describing the behavior of atomic particles, forecasting economic profits and losses and analyzing vibrations mechanical systems, and it is also useful in solving problems that involving maximum or minimum values, So mathematics is necessary to underpin education in mechatronics engineering.

IV. (	Referenced	
	the course	PILOs
a.1	Characterize the real functions, and how to solve linear inequality, quadratic inequality, modulus equation in the domain of the set of real numbers.	A1, A3.
a.2	Classify the properties of the limits and continuity and basic rules of differentiation and how can deal with their calculations.	A1, A3.
b.1	Combine different methods of differentiation to solve applied problems.	B1, B2.
<b>b.2</b>	Create a smooth transition into the interactive problem solving.	B1, B2.

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<b>c.1</b>	Demonstrate the graphs of the algebraic and transcendental functions by using properties, rigid and non-rigid transformations.	C2.
c.2	Compute a mathematical model use the elementary functions and estimate its solution as engineering applications.	C2.
d.1	Examine applications such as apply mathematical concepts, principles and methods in practical engineering problems within the required time efficiently.	D1, D3.
d.2	Cooperate and work effectively in group or individually.	D3.

	V. Course Content:					
	A – Theoretica	I Aspect:				
Order	Units/Topics List	Sub Topics List	Number of Weeks	Contact hours		
1.	Arithmetic and Introduction to Algebra.	<ul> <li>Types of number and powers.</li> <li>Inequalities and absolute value.</li> <li>Introduction to algebra (powers, logarithms, factorization of algebraic expressions).</li> <li>Algebraic expressions, equations and functions.</li> </ul>	1	2		
2.	Functions and their Graphs.	<ul> <li>Rectangular coordinates.</li> <li>Graphs of equations.</li> <li>Linear equations in two Variables.</li> <li>Functions and their Graphs.</li> <li>Combinations of functions: composite functions and inverse functions.</li> </ul>	2	2		
3.	Polynomial and	• Quadratic and polynomial functions of higher degree.	3	2		

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	Rational Functions.	<ul> <li>Polynomial and synthetic division</li> <li>Complex numbers and zeros of polynomial functions.</li> <li>Rational functions.</li> <li>Non-linear inequalities.</li> </ul>		
4.	Exponential and Logarithmic Functions.	<ul> <li>Exponential functions, properties and graphs.</li> <li>Logarithmic functions, properties and graphs.</li> <li>Exponential and logarithmic equations.</li> <li>Exponential and logarithmic models.</li> </ul>	4	2
5.	Trigonometric and Inverse Trigonometric Functions.	<ul> <li>Trigonometric functions, properties and graphs.</li> <li>Inverse trigonometric functions, properties and graphs.</li> </ul>	5	2
6.	Hyperbolic and Inverse Hyperbolic Functions.	<ul> <li>Hyperbolic functions, properties and graphs.</li> <li>Inverse hyperbolic functions, properties and graphs.</li> </ul>	6	2
7.	Limits and Continuity.	<ul> <li>Limits and their properties.</li> <li>Techniques for evaluating limits.</li> <li>Continuity of a function.</li> </ul>	7	2
8.	Mid-Term Exam.	• The First 7 Chapters.	8	2
9.	Differentiation	<ul><li>The Derivative and the tangent, line problem.</li><li>Basic differentiation rules.</li></ul>	9	2
10.	Differentiation.	<ul><li>Higher-order derivatives.</li><li>The chain rule.</li><li>Implicit differentiation.</li></ul>	10	2
11.	Differentiation.	• Derivatives of exponential, logarithmic, trigonometric and inverse trigonometric function.	11	2

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12.	Differentiation.	• Derivatives of hyperbolic and inverse hyperbolic functions.	12	2
13.	Applications of Differentiation.	<ul> <li>Extrema on an interval.</li> <li>Rolle's theorem and the mean value theorem.</li> <li>Increasing and decreasing functions and the first.</li> <li>Concavity and the 2nd derivative test.</li> </ul>	13	2
14.	Matrices and. Determinants.	<ul> <li>Operations with matrices.</li> <li>The inverse of a matrix.</li> <li>The determinant of a matrix.</li> <li>Properties of determinants.</li> </ul>	14	2
15.	Solving Systems of Linear Equations by using Matrices and Determinants.	<ul> <li>Matrices and systems of equations.</li> <li>Cramer's rule.</li> <li>Use Gauss-Jordan and Gaussian elimination to solve systems of linear equations.</li> </ul>	15	2
16.	Final Exam.	• All the Chapters.	16	2
Number of Weeks /and Units Per Semester			16	32

B- Tuto	B- Tutorial Aspect:				
Order	Tasks/ Experiments	Number of Weeks	Contact hours	Learning Outcomes	
1.	Arithmetic and Introduction to Algebra.	1	2	a1, d2.	
2.	Functions and their Graphs.	2	2	a1,b2,c1, c2,d1	
3.	Polynomial and Rational Functions.	3	2	a1,a2,b2,c1, c2,d1,d2	
4.	Exponential and Logarithmic Functions.	4	2	a1,a2, b2,c1,c2, d1,d2.	

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5.	Trigonometric and Inverse Trigonometric Functions.	5	2	a1,a2, b2,c1,c2, d1,d2
6.	Hyperbolic and Inverse Hyperbolic Functions.	6	2	a1,a2, b2,c1,c2, d1,d2
7.	Limits and Continuity.	7	2	a1,a2, b2,c1,c2, d1,d2.
8.	Differentiation	8	2	a1,a2, b1,b2,c1,c2, d1,d2.
9.	Differentiation.	9	2	a1,a2, b1,b2,c1,c2, d1,d2.
10.	Differentiation.	10	2	a1,a2, b1,b2,c1,c2, d1,d2.
11.	Differentiation.	11	2	a1,a2, b1,b2,c1,c2, d1,d2.
12.	Applications of Differentiation.	12	2	a1,a2,b1, b2,c1,c2, d1,d2.
13.	Matrices and Determinants.	13	2	a1,a2,b2, c1,c2, d1,d2.
14.	Solving Systems of Linear Equations by using Matrices and Determinants.	14	2	a1,a2,b2, c1,c2, d1,d2.
Numb	er of Weeks /and Units Per Semester	14	28	

### VI. Teaching strategies of the course:

- 5. Lectures
- 6. Tutorial class.
- 7. Interactive class discussion.
- 8. Presentations.

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Dr. Adnan	Ass. Prof. Dr. Abdul-	Ass. Prof. Dr.	Prof. Dr. Mohammed	Center & Quality
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				Ass. Prof. Dr. Huda Al-

Emad



VII	VII. Assignments:				
No	Assignments	Aligned CILOs(symbols)	Week Due	Mark	
1.	Quizzes and class activities (exercises and discussions).	a1,a2,b1,b2, c1,c2, d1, d2.	Every 2 weeks	10	
2.	Homework .	a1,a2,b1,b2, c1,c2,d1,d2.	Every 2 weeks	10	
		Total		20	

VIII.Schedule	of Assessment	t Tasks for S	tudents During	the Semester:
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No.	Assessment Method	Week Due	Mark	Proportion of Final Assessment	Aligned Course Learning Outcomes
1	Quizzes and class activities (exercises and discussions).	Every 2 weeks	15	10%	a1,a2,b1,b2, c1,c2, d1, d2.
2	Homework.	Every 2 weeks	15	10%	a1,a2,b1,b2, c1,c2, d1, d2.
3	Mid-Term Exam.	On the 8 <sup>th</sup> week	15	10%	a1,a2,b1,b2, c1,c2.
4	Final exam.	On the 16 <sup>th</sup> week	105	70%	a1,a2,b1,b2, c1,c2.
	Total		150	100%	

### **IX. Learning Resources:**

• Written in the following order: (Author - Year of publication – Title – Edition – Place of publication – Publisher).

1- Required Textbook(s) ( maximum two ).

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	3- Essential Calculus Early Transcendental Functions, Ron Larson, Robert Hostetler and
	4- Thomas' 2014 Calculus by George B. Thomas. Ir. Thirteenth Edition. Pearson
	Education, Inc.
2- E	ssential References.
	2- Higher Engineering Mathematics, 2006, Fifth Edition by John Bird, Elsevier Ltd.
<b>3-</b> E	lectronic Materials and Web Sites etc.
	1-
	2-

X.	Course Policies:
1.	<b>Class Attendance:</b> The students should have more than 75 % of attendance according to rules and regulations of the faculty.
2.	<b>Tardy</b> : The students should respect the timing of attending the lectures. They should attend within 1 minute from starting of the lecture.
3.	<b>Exam Attendance/Punctuality:</b> The student should attend the exam on time. The punctuality should be implemented according to rules and regulations of the faculty for midterm exam and final exam.
4.	Assignments & Projects: The assignment is given to the students after each chapter, the student has to submit all the assignments for checking on time.
5.	<b>Cheating</b> : If any cheating occurred during the examination, the student is not allowed to continue and he/she has to face the examination committee for enquires.

Prepared by	Head of
Dr. Adnan	Ass. Pro
Khalid Al-Salihi	Mali

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	Plagiarism:
6.	The student will be terminated from the Faculty, if one student attends the exam on another
	behalf according to the policy, rules and regulations of the university.
	Other policies:
7.	<ul><li>All the teaching materials should be kept out the examination hall.</li><li>The mobile phone is not allowed.</li></ul>
	• There should be a respect between the student and his teacher.

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