







الجمهورية اليمنية وزارة التعليم العالى والبحث العلمى كلية اللغات وحدة ضمان الجودة

**Course Specification of Technology Enhanced Language Learning** 

I.	I. Course Identification and General Information:						
1	Course Title:	Technology	Technology-Enhanced Language Learning (TELL)				
2	Course Number & Code:		DR 85				
		С.Н				Total	
3	Credit hours:	Theoretical	Practical	Training	Seminar	Total	
		3				3	
4	Study level/ semester at which		Semeste	r 08/ 4 <sup>th</sup> year	r		
_	this course is offered:						
5	Pre -requisite (if any):		DR 35, FR 37, & DR 47				
6	Co –requisite (if any):		I	OR 81			
7	Program (s) in which the course	B.A. in English					
	is offered:						
8	Language of teaching the course:		E	nglish			
9	Location of teaching the course:	Hall B, English Dept., Faculty of Languages					
1	Prepared by:	Dr. Mohialdeen Alotumi					
0							
1	Date of approval:						
1							

#### II. **Course description:**

This course furnishes EFL students with a fundamental understanding of the principles underlying the utilization of computer technology in EFL learning and teaching. It helps students use technology to teach/learn core EFL skills and web-based CALL activities, utilizing computermediated communication in EFL learning and teaching, and designing and creating CALL activities, apps, and programs.

III	III. Intended learning outcomes (ILOs) of the course:			
	(A) Knowledge and Understanding:			
Alignm	ent of Course Intended Learning Outcomes (CILOs) to Pro	gram In	tended Learning Outcomes (PILOs) in: Knowledge and Understanding.	
Prog	gram Intended Learning Outcomes	Cou	rse Intended Learning Outcomes (CILOs) in:	
	(Sub- PILOs) in:		Knowledge and Understanding	
]	Knowledge and Understanding			
After co	impleting this program, students should be	A	After completing this course, students should be able to:	
	able to:			
A1-	Demonstrate knowledge and	a1-	Demonstrate knowledge of the main concepts	
	understanding of key concepts,		and terminology in TELL and strategies and	
	issues, ideas, theories, styles of		tools of CALL.	
	argumentation, evaluation criteria			
	and research methods used in the			
	study of English Language,			

عمید مرکز التطویر أ.م.د/ هدی العماد د/ محمد الناصر نائب العميد لشؤون الجودة أ.م.د/ عبدالحميد الشجاع

رئيس القسم أ.م.د/ عدنان الشعيبي

رئيس الجامعة أ.د/ القاسم عباس عميد الكلية









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	Linguistics and Literature.			
A2-		a2-	Show informed under	erstanding of contemporary
	some of the main theories	TELL/CAL		LL research methodologies.
	concerning the broader human			
	language faculty, its nature,			
	acquisition, production and use in			
	various contexts.			
	Teaching and Assessment Meth	ods	for Achieving Lear	ning Outcomes:
Aligr	Alignment of Learning Outcomes of Knowledge and Understanding to Teaching and Assessment Methods:			
Co	ourse Intended Learning Outcomes		Teaching	
	(CILOs) in Knowledge and	stra	tegies/methods to be	Methods of assessment
	Understanding		used	
Aft	er completing this course, students should be	• Le	ectures	<ul><li>Exams</li></ul>
	able to:	• Re	eading the required	<ul><li>Quizzes</li></ul>
a1-	Demonstrate knowledge of the main	tex	ktbook	<ul><li>Presentations</li></ul>
	concepts and terminology in TELL		ompleting chapter	<ul><li>portfolios</li></ul>
	and strategies and tools of CALL.	J	ercises	-
a2-	Show informed understanding of		rtfolio of practical	
	contemporary TELL/CALL research	ass	signments	
	methodologies.			
			<b>\</b>	B) Intellectual Skills:
	ment of Course Intended Learning Outcomes (CILOs)		_	
	ogram Intended Learning Outcomes	Cou		ng Outcomes (CILOs) of
	(Sub- PILOs) in Intellectual skills		Intellectu	
After o	completing this program, students should be able to:	A	After completing this cour	se, students should be able to:
В3-	Critically examine and evaluate	b1-	Critically examine to	he practical uses of CALL
	evidence in relation to communication		in foreign langu	age learning and teaching.
	and language use in a variety of			
	modes, genres and contexts, in			
	different literary and non-literary texts			
B5-	Apply critical thinking and problem	b2-	Critically evaluate 1	anguage learning software
	solving skills within the subject		•	and websites.
	paradigm.			

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	<b>Teaching and Assessment Met</b>	hods	s for	Achieving Lea	rning Outcomes:
Align	ment of Learning Outcomes of Intellect	ual Sk			and Assessment Methods:
C	Course Intended Learning Outcomes (CILOs) in Intellectual Skills.	stra		eaching s/methods to be used	Methods of assessment
b1-	completing this course, students should be able to:  Critically examine the practical uses of CALL in foreign language learning and teaching.  Critically evaluate language learning software and websites.	<ul> <li>Lectures</li> <li>Reading the required textbook</li> <li>Completing chapter exercises</li> <li>Portfolio of practical assignments</li> </ul>		ing chapter of practical	<ul><li>Exams</li><li>Quizzes</li><li>Presentations</li><li>portfolios</li></ul>
			(	C) <b>Professiona</b>	l and Practical Skills:
Aligni	ment of Course Intended Learning Outcomes (CILOs) to P	rogram		•	
Program Intended Learning Outcomes (Sub- PILOs) in Professional and Practical Skills  Course Intended Learning Outcomes (CILOs) in Professional and Practical			S		
After completing this program, students should be able to:  After completing this course, students should be			rrse, students should be able to:		
C1-	Apply a range of conceptual tools communication skills in hand language based tasks in approprious contexts, including the ability to pre sustained and persuasive written and arguments cogently and coherent	on using technology to teach and learn EF oriate esent oral			_
C2-	Plan and execute a small research prowith minimal supervision, involving to collection and analysis of suitable dat according to research ethical requirements.	oject c2- Design and produce simple TELL/CALI programs and activities			oduce simple TELL/CALL programs and activities.
	Teaching and Assessment Metho	ds fo	r Acl	nieving Learning	g Outcomes:
A	lignment of Learning Outcomes of Professio				
Course Intended Learning Outcomes (CILOs) Professional and Practical Skills			stra	Teaching ategies/methods to be used	Methods of assessment
After c	Apply TELL/CALL knowledge and on using technology to teach and EFL s	skills learn	kills • Reading the required textbook		<ul><li>Exams</li><li>Quizzes</li><li>Presentations</li></ul>

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c2-	Design and produce simple TELL/CALL	exercises	<ul><li>portfolios</li></ul>
	programs and activities.	• Portfolio of practical assignments	-

	(D) General / Transferable Skills:			
Alignm	ent of Course Intended Learning Outcomes (CILOs) to Pro	gram Iı	ntended Learning Outcomes (PILO	s) in: General and Transferable skills
Prog	gram Intended Learning Outcomes	Co	urse Intended Learnin	g Outcomes (CILOs) in
(PIL	Os) in General / Transferable skills		General / Tran	sferable skills
After completing this program, students should			After completing this cour	se, students should be able to:
	be able to:			
D1-	Utilize Information Communication	d1-	Utilize ICT tool to cre	eate a range of basic CALL
	Technologies (ICTS) to enhance		tasks using	g tools such as presentation
	their critical and analytical skills in		applications, basic	authoring programmes and
	English language and literature.		word processor	s, to support EFL learning.
D2-	Employ effective skills in research	<b>d2</b> -	Use new	knowledge to better relate
	capability, creative thinking and		TELL/CALL to cu	arrent ideas about language
	interpersonal relationship skills.			learning and teaching.
Tea	aching and Assessment Method	s for	Achieving Learni	ng Outcomes:
A	Alignment of Learning Outcomes of General and Transferable skills to Teaching and Assessment  Methods:			
Cou	urse Intended Learning Outcomes		Teaching	

#### (CILOs) in General and Transferable strategies/methods to be Methods of assessment used **Skills** After completing this course, students should be Presentations Observation able to: Workshops Presentations Utilize ICT tool to create a range of Collaborative basic CALL tasks using tools such Text Analysis as presentation applications, basic authoring programmes and word processors, to support EFL learning. d2-Use new knowledge to better relate

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TELL/CALL to current ideas about language learning and teaching.

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IV.	<b>Course Content:</b>				
	a – Theoretical Aspect				
Order	Topic List / Units	CILOs (symbols)	Sub-topic List	Number of weeks	Contact hours
1	Introduction to Computer Assisted Language Learning	a1, a2, b1	1.1 What is CALL?  1.2 Types of CALL Programs  1.3 Types of CALL Activities  1.4 What Computers Can and Can't "Do"  1.5 Roles of the Computer in language learning and teaching  1.6 The Development of CALL  1.7 How Computers are used in the Language Class  1.8 Principles of Using CALL Programs in Language Learning and Teaching	1 week	3 hrs.
2	The Internet Basics and Web Resources	a1, a2, b1, c1, d1, d2	2.1 Essential Vocabulary for the Internet 2.2 Finding Materials on the Web 2.2.1 Search Engines and Subject Directories 2.2.2 Online Dictionaries 2.2.3 Online Concordancers 2.3 Evaluating your Ability to Use Browsers 2.4 Evaluating Websites	1 week	3 hrs.
3	Communication	a1, a2, b1, c1, d1, d2	<ul> <li>3.1 Communication &amp; Context</li> <li>3.2 Digital Context &amp; Communication</li> <li>3.3 Language in Digital Communication</li> <li>3.4 Digital Nativity</li> <li>3.5 The Role of Hardware</li> </ul>	1 week	3 hrs.
4	Multimedia CALL and Evaluation of CALL	a1, a2, b2, c1, d1, d2	<ul> <li>4.1 Introduction to Multimedia and MPC</li> <li>4.2 Comparing Early CALL and Modern</li> <li>CALL</li> <li>4.3 Pros and Cons of Multimedia CALL</li> <li>4.4 Evaluating Multimedia CALL Software</li> <li>4.5 Exploring CALL CD-ROMs</li> </ul>	1 week	3 hrs.
5	Technology & Listening Skills	a1, a2, b2, c1, d1, d2	<ul> <li>5.1 The Role of Listening in SLA</li> <li>The Comprehension Approach</li> <li>Krashen's Monitor Model</li> <li>5.2 Approaches to the Teaching of Listening Skills</li> <li>5.2.1 The Natural Approach</li> <li>5.2.2 The Total Physical Response (TPR)</li> <li>5.3 Listening Processes</li> <li>5.4 Listening Purposes</li> </ul>	1 week	3 hrs.
6	Technology & Speaking Skills	a1, a2, b1, b2, c1, d2	6.1 The Role of Speaking in SLA 6.2 Approaches to the Teaching/Learning of Speaking Skills 6.3 The Role of Pronunciation in SLA 6.4 Approaches to Pronunciation Instruction 6.5 The Use of Computers in Teaching Speaking and Pronunciation Skills	1 week	3 hrs.
7	Technology & Reading Skills	a1, a2, b2, c1, c2, d1	7.1 The Role of Reading in SLA 7.1.1 Three Models of Reading Process 7.1.2 Reading and Schema Theory	2 week	6 hrs.

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					1
			7.2 Teaching Reading Skills and the Use of Computers		
			7.2.1 Automatic Word Recognition Skills		
			7.2.2 Vocabulary and Structural Knowledge		
			7.2.3 Formal Discourse Structure Knowledge		
			7.2.4 Content / World Background		
			Knowledge		
			7.2.5 Synthesis and Evaluation Skills		
			7.2.6 Metacognitive Knowledge and Skills		
			8.1 The Role of Writing in SLA		
			8.2 Approaches to Teaching Writing and the		
		a1, a2, b2,	Use of Computers		
8	Technology &	c1, c2, d1,	8.2.1 Form-focused Approach 8.2.2 Process-focused Approach	1 week	3
O			8.2.3 Content-based Approach	1 WCCK	hrs.
	Writing Skills	d2	8.2.4 Reader/audience-dominated Approach		
			8.3 Bringing it All Together: Reading,		
			Writing, Listening, and Speaking		
			9.1 The Role of Thinking Skills in		
			Language Learning		
			9.2 How Technology Supports Thinking 9.3 Thinking Skills and the Use of		
	T10	a1, a2, b2,	Computers		2
9	Technology &	c1, c2, d1,	9.3.1 Perceptual Skills	1 week	3
	Thinking Skills	d2	9.3.2 Conceptual Skills		hrs.
		u2	9.4 Designing Inquiry-based Learning		
			Activities		
			9.4.1 Instructional Models		
			9.4.2 The Web and Thinking 10.1 Considerations for the Design of		
			CALL Programs		
			10.1.1 Pedagogy First and Technology		
			Second		
	Designing CALL	a1, a2, b1,	10.1.2 Computer Interactivity vs.		
10	Programs and		Pedagogical Interactivity	2 ryools	6
10	C	b2, c1,	10.2 CALL Program Design Principles 10.2.1 Content Design	2 week	hrs.
	Activities	c2,d1, d2	10.2.2 Visual Design		
			10.2.3 Navigation Design		
			10.2.4 Multimedia Design		
			10.3 Using Authoring Programs to make		
			Interactive Exercises		
			11.1 Introduction to Web-Based CALL Activities		
			11.2 How to Build a Multimedia Website		
	Using Multimedia for	a1, a2, b1,	11.3 Introduction to JavaScript		
11	Web-Based CALL	b2, c1,	11.4 Introduction to Flash	1 week	3
11			11.5 Creating and Editing Images	1 WCCK	hrs.
	Programs	c2,d1, d2	11.6 Recording and Editing Sounds		
			11.7 Recording and Editing Videos 11.8 Developing Web-based		
			Activities/Courses		
12	Rethinking CALL	a1, a2, b1,	12.1 Is the computer a must in language	1 week	3
12	Reminking CALL	a1, a2, 01,	learning and teaching?	1 WCCK	,

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Number of Weeks /and Un		14 weeks	42 hrs.
b2	12.2 What is computer assisted language learning (CALL)? 12.3 What can teachers and learners do in using computers for language learning? 12.4 What knowledge or competence do language teachers need for CALL?		hrs.

	b- Training Aspect:				
Order	Training Tasks	CILOs (symbols)	Number of weeks	Contact hours	
1		·			
	Number of Weeks /and Units Per Semester				

## **Teaching strategies of the course:**

Lectures; Reading the required textbook; Completing chapter exercise; Portfolio of practical assignments

## **1-Assessment Methods:**

Exams; Quizzes; Observation; Presentations; portfolios

V	I. Schedule of Assessment T	Tasks for	r Stude	nts During t	he Semester:
No.	Assessment Method	Week Due	Mark	Proportion of Final Assessment	Aligned Course Learning Outcomes (CILOs symbols)
1	Participation, quizzes and presentations	1-12	10	10%	a1, a2, b1, b2, c1, c2,d1, d2
2	Assignments (portfolio)	4-12	10	10%	a1, a2, b1, b2, c1, c2,d1, d2
3	Mid-semester exam	8	20	20%	a1, a2, b1, c1
4	Final Exam	16	60	60%	a1, a2, b1, c1
	Total		100	100%	

#### **Learning Resources (MLA style or APA style)s:** VII.

Required Textbook(s) ( maximum two )

Thomas, M. and Reinders, H. (2013). Contemporary computer-assisted language learning. London: Bloomsbury.

Walker, A. and White, G. (2013). Technology enhanced language learning. Oxford: Oxford University Press.

2- Recommended Readings and Reference Materials

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Beatty, K. (2010). *Teaching and researching computer-assisted language learning*. New York: Longman.

Chapelle, C. A. (2003). English language learning and technology: Lectures on applied linguistics in the age of information and communication technology. Philadelphia:

John Benjamins.

Levy, M. & Stockwell, G. (2006). *CALL dimensions: Options and issues in computer-assisted language learning*. Mahwah, NJ: Lawrence Erlbaum Associates. Egber, J. (2005). *CALL essentials: Principles and practice in CALL classrooms*. Alexandra, VA: TESOL.

Zhang, F. (2012). *Computer-enhanced and mobile-assisted language learning*. Hershey, PA: Information Science Reference.

#### 3- Essential References

Butler-Pascoe, M. E. & Wiburg, K. M. (2003). *Technology and teaching English language learners*. Boston, MA: Allyn and Bacon, Pearson Education. Meskill, C. (2002). *Teaching and learning in real time: Media, technologies, and language acquisition*. Houston, TX: Athelstan.

Pegrum, M. (2014). Mobile learning. Hampshire, England: Palgrave Macmillan.

### 4- Electronic Materials and Web Sites etc.

http://www.ict4lt.org/en/

http://www2.nkfust.edu.tw/~emchen/CALL/exercise.htm https://sites.google.com/a/isu.edu/esl-teaching-resources/call https://web.stanford.edu/~efs/callcourse2/CALL1.htm

https://www.fluentu.com/blog/educator/what-is-computer-assisted-language-learning/https://www.llas.ac.uk/resources/gpg/61

### 5- Other Learning Material:

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VII	II. Course Policies: (Based on the Uniform Students' Bylaw (2007))
1	Class Attendance: Class Attendance is mandatory. A student is considered absent and shall be banned from taking the final exam if his/her absence exceeds 25% of total classes.
2	Tardiness: A student will be considered late if he/she is not in class after 10 minutes of the start time of class.
3	No student shall be allowed to the exam hall after 30 minutes of the start time, and shall not leave the hall before half of the exam time has passed.
4	Assignments & Projects: Assignments and projects must be submitted on time. Students who delay their assignments or projects shall lose the allocated mark.
5	Cheating: Cheating is an act of fraud that results in the cancelation of the student's exam or assignment. If it takes place in a final exam, the Uniform Students' Bylaw (2007) shall apply.
6	Forgery and Impersonation: Forgery/Impersonation is an act of fraud that results in the cancelation of the student's exam, assignment or project. If it takes place in a final exam, the Uniform Students' Bylaw (2007) shall apply.
7	Other policies:  The University official regulations in force will be strictly observed and students shall comply with all rules and regulations of the examination set by the Department, Faculty and University Administration.

		لإشرافية:	اللجنة ا
التوقيع	الصفة الوظيفية	الاسم	م
	نائب العميد للدر اسات العليا	د/ عباس مطهر	١
	نائب عميد مركز التطوير وضمان الجودة	أ.م.د/ أحمد مجاهد	۲
	نائب رئيس الجامعة للشئون الأكاديمية	أ.د/ إبراهيم المطاع	٣

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**Course Plan of Technology Enhanced Language Learning** 

I.	I Information about Faculty Member Responsible for the Course:								
Name of Faculty Member  Dr. Mohialded Alotur				Office Hours					
Loc	Location & Telephone No. 77144476			SAT	SUN	MON	TUE	E WED	THU
	E-mail mohialdeen@gmail.co					3			3
II.	II. Course Identification and General Information:								
1-		Course Title:	Technology Enhanced Language Learning						
2-	C	ourse Number & Code:	DR 83						
	Credit hours:		C.H Total						
3-			Th	h.	Semina	er P	r.	F. Tr.	Total
			3	3	-		-		3
4-	Study level/year at which this course is offered:				Sem	ester 8 <sup>tl</sup>	1 / 4 <sup>th</sup>	year	
5-		Pre –requisite (if any):	DR 35, FR 37, & DR 47						
6-		Co -requisite (if any):	DR 81						
7-	Program (s) in whi	ich the course is offered	fered B.A. in English						
8-	Language of teaching the course: English								
9-		System of Study:	y: Regular						
10-		Mode of delivery:	Interactive Lectures						
11-	Location	of teaching the course:	Hall B, English Dept., Faculty of Languages						
	S 5 1 11								

# **III. Course Description:**

This course furnishes EFL students with a fundamental understanding of the principles underlying the utilization of computer technology in EFL learning and teaching. It helps students use technology to teach/learn core EFL skills and web-based CALL activities, utilizing computer-mediated communication in EFL learning and teaching, and designing and creating CALL activities, apps, and programs.

# IV.Intended learning outcomes (ILOs) of the course:

### After completing this course, students should be able to:

- 1. Demonstrate knowledge of the main concepts and terminology in TELL and strategies and tools of CALL.
- 2. Show informed understanding of contemporary TELL/CALL research methodologies.
- 3. Critically examine the practical uses of CALL in foreign language learning and teaching.
- 4. Critically evaluate language learning software and websites.
- 5. apply TELL/CALL knowledge and skills on using technology to teach and learn EFL skills.
- 6. Design and produce simple TELL/CALL programs and activities.
- 7. Utilize ICT tool to create a range of basic CALL tasks using tools such as presentation

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applications, basic authoring programmes and word processors, to support EFL learning.

8. Use new knowledge to better relate TELL/CALL to current ideas about language learning and teaching.

V. Co	V. Course Content:					
A – Theoretical Aspect:						
Nr	Topics List Week I			Contact Hours		
1	Introduction to Computer Assisted Language Learning	1 <sup>st</sup>			3 hrs.	
2	The Internet Basics and Web Resources	2 <sup>nd</sup> 3 hrs.			hrs.	
3	Communication	$3^{rd}$ 3 hrs.			hrs.	
4	Multimedia CALL and Evaluation of CALL	on of CALL 4 <sup>th</sup> 3 hrs.				
5	Technology & Listening Skills					
6	Technology & Speaking and Pronunciation Skills					
7	Technology & Reading Skills (1)	7 <sup>th</sup> 3 hrs			hrs.	
8	Mid-term Exam				hrs.	
9	Technology& Reading Skills (2)	9 <sup>th</sup> 3 hr			hrs.	
10	Technology & Writing Skills	10 <sup>th</sup>			hrs.	
11	Technology & Thinking Skills	11 <sup>th</sup>			3 hrs.	
12	Designing CALL Programs and Activities (1)	12 <sup>th</sup> 3 hr			hrs.	
13	Designing CALL Programs and Activities (2)	13 <sup>th</sup> 3 hrs.			hrs.	
14	Using Multimedia for Web-Based CALL Programs	14 <sup>th</sup> 3 hrs.			hrs.	
15	Rethinking CALL	15 <sup>th</sup> 3 hrs.			hrs.	
16	Final Exam	16	5 <sup>th</sup>	3 hrs.		
Number of Weeks /and Units Per Semester 16 w			weeks/ 08 units	48 hrs.		
B- Training Aspect:						
Order	Training Tasks			Oue Contact hours		
1						
2						

# VI. Teaching strategies of the course:

Number of Weeks /and Units Per Semester

- Lectures
- Reading the required textbook
- Completing chapter exercises
- Portfolio of practical assignments

عمید مرکز التطویر أ.م.د/ هدی العماد عميد الكلية د/ محمد الناصر

رئيس القسم نائب العميد لشؤون الجودة أ.م.د/ عدنان الشعيبي أ.م.د/ عبدالحميد الشجاع نائب العميد لشؤون الجودة









الجمهورية اليمنية وزارة التعليم العالى والبحث العلمي كلية اللغات وحدة ضمان الجودة

## 1. Assessment Methods:

No.	Type of Assessment Tasks	Week Due	Mark	Proportion of Final Assessment
1	Present/Absent	All	10	10%
2	Class activities	All	10	10%
3	Midterm written Exam	8 <sup>th</sup>	20	20%
4	Final Exam	16 <sup>th</sup>	60	60%
5	Total	Total		

#### Learning Resources (MLA style or APA style)s: VII.

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

Thomas, M. and Reinders, H. (2013). Contemporary computer-assisted language learning. London: Bloomsbury.

Walker, A. and White, G. (2013). Technology enhanced language learning. Oxford: Oxford University Press.

### **Recommended Readings and Reference Materials**

Beatty, K. (2010). Teaching and researching computer-assisted language learning. New York: Longman.

Chapelle, C. A. (2003). English language learning and technology: Lectures on applied linguistics in the age of information and communication technology. Philadelphia: John

Levy, M. & Stockwell, G. (2006). CALL dimensions: Options and issues in computer-assisted language learning. Mahwah, NJ: Lawrence Erlbaum Associates.

Egber, J. (2005). CALL essentials: Principles and practice in CALL classrooms. Alexandra, VA: TESOL.

Zhang, F. (2012). Computer-enhanced and mobile-assisted language learning. Hershey, PA: Information Science Reference.

#### 3. Essential References

Butler-Pascoe, M. E. & Wiburg, K. M. (2003). Technology and teaching English language learners. Boston, MA: Allyn and Bacon, Pearson Education. Meskill, C. (2002). Teaching and learning in real time: Media, technologies, and language acquisition. Houston, TX: Athelstan.

Pegrum, M. (2014). Mobile learning. Hampshire, England: Palgrave Macmillan.

### Electronic Materials and Web Sites etc.

http://www.ict4lt.org/en/ http://www2.nkfust.edu.tw/~emchen/CALL/exercise.htm https://sites.google.com/a/isu.edu/esl-teaching-resources/call https://web.stanford.edu/~efs/callcourse2/CALL1.htm

https://www.fluentu.com/blog/educator/what-is-computer-assisted-language-learning/ https://www.llas.ac.uk/resources/gpg/61

عميد مركز التطوير أ.م.د/ هدى العماد

رئيس القسم نانب العميد لشؤون الجودة عميد الكلية أم.د/ عدنان الشعيبي أم.د/ عبدالحميد الشجاع د/ محمد الناصر









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# **5. Other Learning Material:**

VIII	. Course Policies: (Based on the Uniform Students' Bylaw (2007))
1	Class Attendance: Class Attendance is mandatory. A student is considered absent and shall be banned
	from taking the final exam if his/her absence exceeds 25% of total classes.
2	Tardiness:
	A student will be considered late if he/she is not in class after 10 minutes of the start time of
	class.
3	Exam Attendance/Punctuality:
	No student shall be allowed to the exam hall after 30 minutes of the start time, and shall not
	leave the hall before half of the exam time has passed.
4	Assignments & Projects:
	Assignments and projects must be submitted on time. Students who delay their assignments
	or projects shall lose the allocated mark.
5	Cheating:
	Cheating is an act of fraud that results in the cancelation of the student's exam or
	assignment. If it takes place in a final exam, the Uniform Students' Bylaw (2007) shall
	apply.
6	Forgery/Impersonation is an act of fraud that results in the cancelation of the student's exam,
	assignment or project. If it takes place in a final exam, the Uniform Students' Bylaw (2007)
	shall apply.
7	Other policies:
,	The University official regulations in force will be strictly observed and students shall
	comply with all rules and regulations of the examination set by the Department, Faculty and
	University Administration.
	Chrycisty Administration.

عمید مرکز التطویر أ.م.د/ هدی العماد

عميد الكلية د/ محمد الناصر نانب العميد لشؤون الجودة أ.م.د/ عبدالحميد الشجاع

رئيس القسم أ.م.د/ عدنان الشعيبي