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الجمهورية اليمنية وزارة التعليم العالي والبحث العلمي مجلس الاعتماد وضمان جودة التعليم العالي

علم المعاني Morphology Course Specification

I. Information about Course Lecturer							
Name	Dr. Fawwaz An-Nashef			Office Hours: 3/weekly			
Place and phone number			Dep	artment of	English (774847787)		
E-mail:			fawa	anashef@g	mail.com		
I. Course Identification and	l General I	nfor	mati	on:			
Course Title:		Mo	rphol	ogy			
Course Code and Number:							
Credit Hours:		The	eory	seminar	practice	training	Total
orealt flours.		3					42 hrs
Level & Semester:		Level Three – First Semester					
Pre-requisites (if any):		Introduction to Linguistics					
Co-requisites (if any):		None					
Program in which this course	e is	BA in English Language and Literature					
offered:							
Language of teaching the cou	rse:	English					
Location of teaching the cour	se:	English Department- Faculty of Arts and		d			
D 11		Humanities – Sana'a University					
Prepared by:		Dr. Fawwaz An-Nashef					
Date of Approval:		2020-2021					

ΤT	Cours	a Dac	anin	tion.
II.	Cours	e pes	CLID	uon:

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This course is an introduction to morphology. It examines the internal structure of words and the rules by which words are formed. In other words, in this course we will study the rules for composing words and phrases from the smallest units of linguistic combination the "morphemes".

The course will provide students with the basic concepts of word structure of English such as morphemes, morphs, allomorphs, root, stem and base. It will also explain the difference between inflectional and derivational affixes. The different processes of word formation will be discussed thoroughly. The students will be exposed to the descriptive and analytical techniques for understanding the internal structure of words. They will also be introduced to the tree analysis of word structure. Students will be familiar with the shapes of prefixes, suffixes and roots that change depending on their semantic and phonological context. Some related theories will be referred to during the study of this course.

IV. Alignment of Course Intended Learning Outcomes (CILOs)toProgram Intended						
Learning Outcomes (PILOs)						
PILOs CILOs						
(A) Knowledge & Understanding:						
Upon the completion of the BA program, students are expected to be able to:	Upon the completion of this course, students are expected to be able to:					
A1: showknowledge and understanding of different linguistic and literary theories and schools of thought and English and American linguistics/literature;	a1-Demonstrate an awareness of the relationship between morphology and other branches of linguistics in English.					
A2: expressa knowledge of social values and traditions common in other cultures;	a2-Show an awareness of the key morphological concepts, terminologies and the basic word structure in English.					
A3: show a solid background of various	a3- Recognize the differences between					

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communication skills, be it reading,

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inflectional and derivational morphology,

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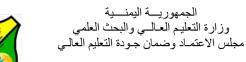
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writing, speaking, or translation skills;	and the different word formation				
	processes.				
(B) Intellectual Skills					
<b>B1</b> : distinguish different literary forms and	b1- Explain basic distinction between free				
currents as well as their distinct	and bound morphemes, and the				
characteristics;	characteristics of class - maintaining and				
	class - changing morphemes.				
B2: evaluate linguistic and cultural	b2-Recognize the analysis of English words				
phenomena and suggest explanations for	into their root, stem and base morphemes.				
them;					
<b>B3</b> : compare different literary, linguistic and	b3-Compare the two different approaches				
translation theories and strategies;	to the study of morphology.				
<b>B4</b> : distinguish different language skills in	b4-Distinguish the different word forms				
terms of reading, writing, and speaking	based on the suffixes they have; and				
and listening;	recognize which word form to use in				
	speaking or writing accordingly.				
(C) Professional &Practical Skills					
C1: employ theories, terms and concepts	c1- Apply the two main morphological				
common in literature, linguistics and	analyses to show the word structure.				
translation studies;					
C2: employ different language skills in order	c2- Make use of the morphological				
to read and write different texts in English	knowledge they got to choose the correct				
and translate them from English into	word form in their communication, be it				
Arabic and vice versa;	written or spoken.				
C3: make use of basic technological	c3- Employ internet facilities in self-learning				
applications to facilitate learning and	and improving themselves in different				
research process;	linguistic fields including Morphology.				

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(D) Transferrable Skills					
<b>D1</b> : make use of the linguistic and cultural	d1- Connect the morphological knowledge				
knowledge acquired in order to interact	acquired to their use of the language in				
efficiently and appropriately with people	their communication with people of				
from different cultures;	different cultures, be it written or spoken				
D2: manage time, work under pressure, and	d2-Reflect their confidence in the ability to				
involve in team activities;	communicate effectively through English,				
	and in managing their assignments and				
	submitting them on time.				
<b>D3</b> : pursue knowledge to improve self-	d3-Make use of some educational websites				
learning;	and tools that improve their knowledge				
	and skills in English language.				
<b>D4</b> : involve creatively in social and academic					
activities.					

# V. Alignment of Course Intended Learning Outcomes (CILOs)

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

Teaching	Assessment			
Strategies	Strategies			
✓ Lecture/PPT Presentation ✓ Class Participation	- Random questions for students			
	- Oral questions			
✓ Lecture/PPT Presentation ✓ Class discussion	<ul><li>In- class exercises</li><li>Quizzes</li><li>Oral questions</li><li>Midterm Exam</li></ul>			
	Strategies  ✓ Lecture/PPT Presentation ✓ Class Participation  ✓ Lecture/PPT Presentation			

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a3- Recognize the differences between
inflectional and derivational morphology,
and the different word formation
processes.

- ✓ Lecture/PPT
  Presentation
- ✓ In-class activities
- ✓ Group work
- Assignments
- Analyzing some words on the board
- Quick and short quiz
- Midterm Exam

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

CILOs	Teaching Strategies	Assessment Strategies
b1- Explain basic distinction between free and bound morphemes, and the characteristics of class - maintaining and class - changing morphemes.	✓ Lecture ✓ Word analyzing ✓ Communicative drills ✓ Pair- work	<ul> <li>Assignment</li> <li>Midterm Exam</li> <li>Asking volunteers to analyze words on the board.</li> </ul>
b2-Recognize the analysis of English words into their root, stem and base morphemes.	✓ Lecture ✓ Word analyzing ✓ Self-learning ✓ Problem solving	<ul><li>Class participation</li><li>Quizzes</li><li>Assignments</li><li>Exams</li></ul>
b3- Compare the two different approaches to the study of morphology.	✓ Lecture ✓ Word analyzing ✓ Collaborative learning/team work	<ul><li>Quizzes</li><li>Assignments and oral discussion</li></ul>
b4-Distinguish the different word forms based on the suffixes they have; and recognize which word form to use in speaking or writing accordingly.	✓ Class discussion ✓ Encouraging students to think independently and engage in group discussion.	<ul><li>Class participation</li><li>Quizzes</li><li>Assignments</li><li>Midterm Exam</li></ul>

# (C) Alignment of Course Intended Learning Outcomes of Professional and Practical Skills to the Teaching Strategies and Assessment Strategies:

CILOs	Teaching	Assessment
	Strategies	Strategies
c1- Apply the two main morphological	✓ Lecture ✓ Analyzing	- Quizzes - Group- work and

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د. حسين أحمد الورد

عميد الكلية

أ.م.د. عبدالملك محد عيسى

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analyses to show the word structure.	morphological discussion data from English, Arabic and other languages.
c2- Make use of the morphological knowledge they got to choose the correct word form in their communication, be it written or spoken.	✓ Lecture ✓ Class discussion ✓ Formal analysis of morphemes, their types and functions ✓ Encouraging students' prediction skills. ✓ Individual counselling
c3- Employ internet facilities in self-learning and improving themselves in different linguistic fields including Morphology.	<ul> <li>✓ Pair-work</li> <li>✓ Class discussion</li> <li>✓ Communicative drills</li> <li>✓ Competitive tasks</li> <li>✓ Competitive tasks</li> <li>✓ Quiz</li> </ul>

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

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CILOs	Teaching	Assessment					
	Strategies	Strategies					
d1- Connect the morphological knowledge acquired to their use of the language in their communication with people of different cultures, be it written or spoken	<ul><li>✓ Class discussion</li><li>✓ Competitive tasks</li><li>✓ Pair work</li><li>✓ Group work</li></ul>	<ul> <li>✓ Class participation</li> <li>✓ Class presentation</li> <li>✓ Group assignment</li> <li>✓ Midterm Exam</li> </ul>					
d2-Reflect their confidence in the ability to communicate effectively through English, and in managing their assignments and submitting them on time.	✓ Competitive tasks ✓ Pair work ✓ Group work	✓ Class participation ✓ Group presentations ✓ Final exam ✓ Reflecting one's work session after term paper/assignments submission or midterm exam					

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d3-Make use of some educational websites and tools that improve their knowledge and skills in English language.

- Lecture
- Class discussion
  - Individual counselling
- Assignments
- Midterm exam
- In-class activities

1-	Theoretical Aspect:				
Order	Units/Topics	Sub-Topics	Number of Weeks	Cont act Hour s	Learning Outcomes
1	Morphology: Some Basic Concepts	<ul> <li>Introduction to the course.</li> <li>Syllabus and Policies of the course.</li> <li>What is morphology?</li> <li>What is a morph?</li> <li>What is a morpheme?</li> <li>Morphs and morphemes</li> <li>Morphemes and Allomorphs</li> </ul>	first	3	a1, a2, b1, b2, b4, c2,c3, d1, d2
2	Some Other Basiqc Concepts	- Free and Bound morphemes - Inflection and derivation - Class-maintaining and class-changing morphemes - Root, Stem and Base - Word and Lexeme - More on lexemes and word-forms - More on affixes, bases and roots - More on morphemes and allomorphs	Second & Third	6	a2, a3, b1, b2, c2, d1, d2, d3

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3	Morphology and Word Formation	- Words and morphemes  - English inflectional morphology  - English derivational morphology  - Word formation processes  - The internal structure of complex words  - Some English derivational morphemes	Fourth & Fifth	6	a2, a3,b1, b4, c1, c3, d1, d3
4	Inflection and Derivation	- Inflectional values - Derivational meanings - Properties of inflection and derivation - Dichotomy or continuum - Inflection, derivation and the syntax- morphology interface	Sixth & Seventh	6	a1, a3, b3, b4, c1, c2,d1, d2, d3
5	Midterm Exam	Midterm Exam	eighth	3	a2, a3, b1, b2, b4, c2, c3, d1, d2, d3
6	A Word and its Structure	Different types of morphological analyses     A mismatch between meaning and structure	Ninth	3	a2, b2, b4, c1, c2, c3, d1, d2
7	Analyzing Simple and Complex Words	<ul><li>Analysis of simple words</li><li>Analysis of complex words</li></ul>	Tenth & Eleventh	6	a2, b2, b4, c1, c2, d1, d2
8	Analyzing Compound Words	- Analysis of compound words	twelfth	3	a2, b2, b4, c1, c2, d1, d2
9	General Revision	- Reviewing main topics in class	Thirteenth	3	a1, a2, a3, b1, b2, b3, b4, c1,

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رئيس الجامعة أ.د. القاسم محمد عباس عميد مركز التطوير الأكاديمي وضمن الجودة أ.م.د. هدى العماد

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		- Analyzing the structure of some English words					c2, c3, d1, d2, d3
10	Final Exams	Final Exams		Fourteenth		3	a1, a2, a3, b1, b2, b3, b4, c1, c2, c3, d1, d2, d3
Number of Weeks and Contact Hours per						42	
Semester:			14 v	weeks	hrs		
2.	Practical Aspect (if	any):					
Order	Tasks/Expe	riments	Num	ber	Contact		Learning
			of Weeks		Hou	ırs	Outcomes
1							
Number of Weeks and Contact Hours							
per Semester:							

## VI. Teaching Strategies of the Course

- ✓ Lectures
- ✓ Class discussion
- ✓ In class competitive tasks
- ✓ Pair work
- ✓ Group work
- ✓ Encouraging students to think independently
- ✓ Engaging students in group discussions.
- ✓ Class discussion
- ✓ Communicative drills
- ✓ Individual counselling
- ✓ Encouraging prediction skills.
- ✓ Collaborative learning/team work
- ✓ Problem-solving strategies
- ✓ Individual counselling

VII.	VII. Activities/Assignments								
No.	Activities/Assignments	Aligned CILOs	Week	Mark					
			Due						

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		b4, c1, c2, c3, d1, d2,		
		d3		
2	Assignments	a1, a2, a3, b1, b2, b3,	Weekly	10
		b4, c1, c2, c3, d1, d2,		
		d3		

VII	VIII. Schedule of Assessment Task for Students During the Semester:						
No	Assessment Method	Week Due	Mark	Proportion of Final Assessment	Aligned CILOs		
1	Assignments and Presentation	Weekly	10	10%	a1, a2, a3, b1, b2, b3, b4, c1, c2, c3, d1, d2, d3		
2	Attendance and Participation	Weekly	10	10%	a1, a2, a3, b1, b2, b3, b4, c1, c2, c3, d1, d2, d3		
3	Midterm	Week 8	10	10%	a2, a3, b1, b2, b4, c2, c3, d1, d2, d3		
4	written final exam	Week 14	70	70%	a1, a2, a3, b1, b2, b3, b4, c1, c2, c3, d1, d2, d3		
	Total Mark		100	100%			

#### IX. Learning Resources:

#### A. Required Textbook(s) (*maximum two*):

1. (Compiled by Dr. Fawwaz An-Nashef -2016 - Morphology – (different chapters from different books complied as a text book – IbnAlhaitham Xerox shop)

#### **B:** Essential References:

- 1. D Thakur, (2008). *Morphology*, first edition, Patna: BharatiBhawan.
- 2. Delahunty, G. P., & Garvey, J. J. (2010). *The English language: From sound to sense*. Fort Collins, Colo: WAC Clearinghouse. Chicago
- 3. Rochelle, L. (2010). *Introducing Morphology*. Cambridge: Cambridge University Press.
- 4. Carstairs-McCarthy, Andrew. (2002). *An Introduction to English Morphology: Words and. Their Structure*. Edinburgh University
- 5. Spencer, A., & Arnold, Z. (1997). The Handbook of Morphology, Oxford: Blackwell.
- 6. Bauer, L., (1983). English Word-formation, New York: Cambridge University Press.
- 7. Martian, H., (2010). *Understanding Morphology*, New York: Routledge.

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#### C. Electronic Materials and Websites:

- 1. <a href="https://www.education.vic.gov.au/school/teachers/teachingresources/discipline/english/literacy/readingviewing/Pages/litfocuswordmorph.aspx">https://www.education.vic.gov.au/school/teachers/teachingresources/discipline/english/literacy/readingviewing/Pages/litfocuswordmorph.aspx</a>
- 2. <a href="http://translantida.ru/lexicology">http://translantida.ru/lexicology</a> content/word structure/
- 3. <a href="https://linguisticsforteachersofells.weebly.com/morphology-in-the-classroom.html">https://linguisticsforteachersofells.weebly.com/morphology-in-the-classroom.html</a>

### X. Course Policies:

- **1. Class Attendance**: It is determined according to the regulations and the general policy of the college/university.
  - According to Article (21) of the regulations of Students Affairs, the system of study is 'Regular', hence; the student is denied entry to the final exam if his attendance is less than (75%).
- **2. Tardy**: Tardy students are treated according to the regulations and the general policy of the college/university.
- **3. Exam Attendance/Punctuality**: It follows the general policy of the College/university which states that:

During exams, the following rules will be followed:

- **a.** In case the student comes at least half an hour late for an exam, the Article (45) of the Student Affairs Regulations states that he/she won't be allowed to take the exam.
- **b**. The student is not allowed to leave the examination room/hall until half of the time has passed.
- **4. Assignments/Projects**: Assignments/projects should be submitted to the instructor of the course on time. In case of late- submission of assignments, the general policy of the department will be in effect.
- **5. Cheating**: It is subject to the general rules, procedures and regulations of the university which state that, according to Article (72) of the Student Affairs Regulations, the student shall be punished with one of the following:
  - a. Canceling the student's exam in the course.
  - b. Depriving the students from one or more coming exams (as determined by the college's penal committee).
- 6. **Plagiarism**: All types of plagiarism are unacceptable and are considered dishonest practices. If some cases are found, the student will be punished with the final dismissal from the college based on the Article (79) of the Student Affairs Regulations.
- 7. Other Policies: Students are expected to be punctual, and, as always, to conduct themselves professionally and courteously.Using electronic devices or speaking with each other is not allowed; the student involved shall be expelled out of the class and shall be considered to be absent.

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Sana'a University
Faculty of Arts and Humanities
Department of English and Literature



# **Template for Course Plan**

I. Information about Course Lecturer						
Name:	Dr. Fawwaz An-Nashef	r. Fawwaz An-Nashef				
Place and phone number		Dept. of English (774847787)				
E-mail:		fawanashef@gmail.com				

II. Course Identification and General Information:							
Course Title:		Morphology					
Course Code and Number:							
	Theory	Seminar	practice	training	Total		
Credit Hours:	3				42		
Level & Semester:		Level Th	ree – First	Semester			
Pre-requisites (if any):		Introdu	ction to Li	nguistics			
Co-requisites (if any):			None				
Program in which this course is	В	A in English	n Language	and Literat	ture		
offered:							
Language of teaching the course:			English				
Study system:	Regular / by semester						
Prepared by:		Dr. Fawwaz An-Nashef					
Date of Approval:			2020/2021	1			

III.	Course	Desci	ripti	ion:
111.	Course			

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This course is an introduction to morphology. It examines the internal structure of words and the rules by which words are formed. In other words, in this course we will study the rules for composing words and phrases from the smallest units of linguistic combination the "morphemes".

The course will provide students with the basic concepts of word structure of English such as morphemes, morphs, allomorphs, root, stem and base. It will also explain the difference between inflectional and derivational affixes. The different processes of word formation will be discussed thoroughly. The students will be exposed to the descriptive and analytical techniques for understanding the internal structure of words. They will also be introduced to the tree analysis of word structure. Students will be familiar with the shapes of prefixes, suffixes and roots that change depending on their semantic and phonological context. Some related theories will be referred to during the study of this course.

#### V. Learning Outcomes

- a1-Demonstrate an awareness of the relationship between morphology and other branches of linguistics in English.
- a2-Show an awareness of the key morphological concepts, terminologies and the basic word structure in English.
- a3- Recognize the differences between inflectional and derivational morphology, and the different word formation processes.
- b1- Explain basic distinction between free and bound morphemes, and the characteristics of class maintaining and class changing morphemes.b1-Explain the different positions and functions of the noun, adjective and adverb clauses.
- b2-Recognize the analysis of English words into their root, stem and base morphemes.
- b3- Compare the two different approaches to the study of morphology.
- b4-Distinguish the different word forms based on the suffixes they have; and recognize which word form to use in speaking or writing accordingly.
- c1- Apply the two main morphological analyses to show the word structure.
- c2- Make use of the morphological knowledge they got to choose the correct word form in their communication, be it written or spoken.
- c3- Employ internet facilities in self-learning and improving themselves in different linguistic fields including Morphology.
- d1- Connect the morphological knowledge acquired to their use of the language in their communication with people of different cultures, be it written or spoken..
- d2- Reflect their confidence in the ability to communicate effectively through English, and in managing their assignments and submitting them on time.
- d3- Make use of some educational websites and tools that improve their knowledge and skills in English language.

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VI. Course Content:						
1-	Theoretical Aspect:					
Order	Units/Topics	Sub-Topics	Number of Weeks	Conta ct Hours	Learning Outcomes	
1	Morphology: Some Basic Concepts	<ul> <li>Introduction to the course.</li> <li>Syllabus and Policies of the course.</li> <li>What is morphology?</li> <li>What is a morph?</li> <li>What is a morpheme?</li> <li>Morphs and morphemes</li> <li>Morphemes and Allomorphs</li> </ul>	first	3	a1, a2, b1, b2, b4, c2,c3, d1, d2	
2	Some Other Basic Concepts	- Free and Bound morphemes - Inflection and derivation - Class-maintaining and class-changing morphemes - Root, Stem and Base - Word and Lexeme - More on lexemes and word-forms - More on affixes, bases and roots - More on morphemes and allomorphs	Second & Third	6	a2, a3, b1, b2, c2, d1, d2, d3	
3	Morphology and Word Formation	- Words and morphemes - English inflectional morphology - English derivational morphology - Word formation processes - The internal structure of complex words - Some English derivational morphemes	Fourth & Fifth	6	a2, a3,b1, b4, c1, c3, d1, d3	

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4	Inflection and Derivation	<ul> <li>Inflectional values</li> <li>Derivational meanings</li> <li>Properties of inflection and derivation</li> <li>Dichotomy or continuum</li> <li>Inflection, derivation and the syntaxmorphology interface</li> </ul>			Sixth & Seventh	6	a1, a3, b3, b4, c1, c2,d1, d2, d3
5	Midterm Exam	Midterm E	Exam		eighth	3	a2, a3, b1, b2, b4, c2, c3, d1, d2, d3
6	A Word and its Structure	Different types of morphological analyses     A mismatch between meaning and structure			Ninth	3	a2, b2, b4, c1, c2, c3, d1, d2
7	Analyzing Simple and Complex Words	Analysis of simple     words     Analysis of complex     words			Tenth & Eleventh	6	a2, b2, b4, c1, c2, d1, d2
8	Analyzing Compound Words	- Analysis of conwords	mpound	1	twelfth	3	a2, b2, b4, c1, c2, d1, d2
9	General Revision	Reviewing ma in class     Analyzing the of some Engli	structure	Tl	hirteenth	3	a1, a2, a3, b1, b2, b3, b4, c1, c2, c3, d1, d2, d3
10	Final Exams	Final Exa	nms	F	Fourteent h	3	a1, a2, a3,
	er of Weeks and Conf	tact Hours per			14	42	2
Semester:				١	weeks	hr	S
2	. Practical Aspect (if	any):			1		,
Order	Tasks/Expe	riments	Number	Number Conta		ct	Learning
		of Week			Hours	5	Outcomes
	er of Weeks and Con						
per Ser	per Semester:						

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# **VII.** Teaching Strategies of the Course

- ✓ Lectures
- ✓ Class discussion
- ✓ In class competitive tasks
- ✓ Pair work
- ✓ Group work
- ✓ Encouraging students to think independently
- ✓ Engaging students in group discussions.
- ✓ Class discussion
- ✓ Communicative drills
- ✓ Individual counselling
- ✓ Encouraging prediction skills.
- ✓ Collaborative learning/team work
- ✓ Problem-solving strategies
- ✓ Individual counselling

VIII	VIII. Activities/Assignments							
No.	Activities/Assignments	Aligned	Week	Mark				
		CILOs	Due					
1	In-class Q & A sessions	a1, a2, a3, b1, b2, b3, b4, c1, c2, c3, d1, d2, d3	Weekly	10				
2	In-class individual presentations	-	-	-				
3	Group presentations	-	-	-				
4	In-class peer and teacher's evaluation							

IX	IX. Schedule of Assessment Task for Students During the Semester:								
N	0	Assessment	Week	Mark	Proportion of Final	Aligned CILOs			
		Method	Due		Assessment				
1	L	Assignments and	Weekly	10	10%	a1, a2, a3, b1, b2, b3,			
	F	Presentation				b4, c1, c2, c3, d1, d2, d3			
2	? <i>A</i>	Attendance and	Weekly	10	10%	a1, a2, a3, b1, b2, b3,			
	F	Participation				b4, c1, c2, c3, d1, d2, d3			

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3	Midterm	Week 8	10	10%	a2, a3, b1, b2, b4, c2, c3, d1, d2, d3
4	written final exam	Week 14	70	70%	a1, a2, a3, b1, b2, b3, b4, c1, c2, c3, d1, d2, d3
Total Mark			100	100%	

#### IX. Learning Resources:

#### A. Required Textbook(s) (*maximum two*):

1. (Compiled by Dr. Fawwaz An-Nashef -2016 - Morphology – (different chapters from different books complied as a text book – Ibn Alhaitham Xerox shop)

#### **B:** Essential References:

- 8. D Thakur, (2008). *Morphology*, first edition, Patna: BharatiBhawan.
- 9. Delahunty, G. P., & Garvey, J. J. (2010). *The English language: From sound to sense*. Fort Collins, Colo: WAC Clearinghouse. Chicago
- 10. Rochelle, L. (2010). Introducing Morphology. Cambridge: Cambridge University Press.
- 11. Carstairs-McCarthy, Andrew. (2002). *An Introduction to English Morphology: Words and. Their Structure*. Edinburgh University
- 12. Spencer, A., & Arnold, Z. (1997). *The Handbook of Morphology*, Oxford: Blackwell.
- 13. Bauer, L., (1983). *English Word-formation*, New York: Cambridge University Press.
- 14. Martian, H., (2010). *Understanding Morphology*, New York: Routledge.

#### C. Electronic Materials and Websites:

- 4. <a href="https://www.education.vic.gov.au/school/teachers/teachingresources/discipline/english/literacy/readingviewing/Pages/litfocuswordmorph.aspx">https://www.education.vic.gov.au/school/teachers/teachingresources/discipline/english/literacy/readingviewing/Pages/litfocuswordmorph.aspx</a>
- 5. http://translantida.ru/lexicology content/word structure/
- 6. https://linguisticsforteachersofells.weebly.com/morphology-in-the-classroom.html

#### X. Course Policies:

- **1. Class Attendance**: It is determined according to the regulations and the general policy of the college/university.
  - According to Article (21) of the regulations of Students Affairs, the system of study is 'Regular', hence; the student is denied entry to the final exam if his attendance is less than (75%).
- **2. Tardy**: Tardy students are treated according to the regulations and the general policy of the college/university.
- **3. Exam Attendance/Punctuality**: It follows the general policy of the College/university which states that:

During exams, the following rules will be followed:

**a**. In case the student comes at least half an hour late for an exam, the Article (45) of the Student Affairs Regulations states that he/she won't be allowed to

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	take the exam.				
	<b>b</b> . The student is not allowed to leave the examination room/hall until half of				
	the time has passed.				
4.	<b>Assignments/Projects</b> : Assignments/projects should be submitted to the				
	instructor of the course on time. In case of late-submission of assignments, the				
	general policy of the department will be in effect.				
5.	<b>Cheating</b> : It is subject to the general rules, procedures and regulations of the				
	university which state that, according to Article (72) of the Student Affairs				
	Regulations, the student shall be punished with one of the following:				
	c. Canceling the student's exam in the course.				
	d. Depriving the students from one or more coming exams (as determined by the				
	college's penal committee).				
6.	Plagiarism: All types of plagiarism are unacceptable and are considered				
	dishonest practices. If some cases are found, the student will be punished with				
	the final dismissal from the college based on the Article (79) of the Student				
	Affairs Regulations.				
7.	Other Policies: Students are expected to be punctual, and, as always, to				
	conduct themselves professionally and courteously.				
	Using electronic devices or speaking with each other is not allowed; the student				
	involved shall be expelled out of the class and shall be considered to be absent.				

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