Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

Course Specification of Computer Ethics

Course No (...................)

2020/2021

I. Course Identification and General Information:			
1	Course Title:	Computer Ethics	
2	Course Code & Number:		
3	Credit hours:	C.H	TOTAL

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

		Th.	Seminar	Pr	Tr.	
		3	-	-	-	*3*
4	Study level/ semester at which this course is offered:					
5	Pre –requisite (if any):	None				
6	Co –requisite (if any):	None				
7	Program (s) in which the course is offered:	Computer Science, Information Technology, Information Systems				
8	Language of teaching the course:	English				
9	Study System	Term Based System				
10	Mode of delivery:	Full Time				
11	Location of teaching the course:	Faculty of Computer and Information Technology				
12	Prepared By:	Dr. Mokhtar Mohammed Ghilan				
13	Date of Approval					

Course Specification of Computer Ethics

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

II. Course Description:

This course aims to provide student with the principle concepts about computer ethics. The course deals with the impact of computing technology on as individual and on our society. Course will cover many issues like privacy, intellectual property, computer crime, technology and work freedom of speech and ethical and professional responsibilities. Social, legal and economical affects related to computing and technology will be discussed in this course. also code of ethics for the worker in technology filed will be covered.

III. Course Intended learning outcomes (CILOs) (maximum 8CILOs)		Referenced PILOs (Only write code number of referenced Program Intended learning outcomes)
a.1	Demonstrate understanding of concepts and issues related to computer ethics.	A1
a.2	Recognize the social, legal, political, economic effect related to computing and technology.	A1
b.1	Analyze the effect of computing and technology on us as individual and on our sociality.	B1
b.2	Explore the professional ethics and responsibilities of the worker in the computing and technology fields.	B3
c.1	Apply the professional and ethical responsibilities in their work	C1
c.2	Interpret the potential effects of technology on privacy and intellectual property.	C1
d.1	Work effectively as individual and with a team.	D1

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

d.2	Demonstrate commitment to professional and ethical responsibilities.	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
a1- Demonstrate understanding of concepts and issues related to computer ethics	Lecture Discussion	Written exams, oral exams, reports, quizzes
a2- Recognize the social, legal, political, economic effect related to computing and technology.	Lecture Discussion	Written exams, oral exams, reports, quizzes

(B) Alignment Course Intended Learning Outcomes of Intellectual Skills to Teaching Strategies and Assessment Strategies:		
Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
b1- Analyze effect of computing and technology on as individual and on our sociality.	Interactive Lecture Presentation Group discussion	Written exams, oral exams, reports, quizzes
b2- Explore the professional ethics and responsibilities of the worker in the computing and technology fields.	Interactive Lecture Presentation Group discussion	Written exams, oral exams, reports, quizzes

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

(C) **Alignment Course Intended Learning Outcomes of Professional and Practical Skills to Teaching Strategies and Assessment Strategies:**		
Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
C1- Apply the professional and ethical responsibilities in their work	Interactive Lecture Presentation Group discussion	Reports and oral exams
C2- Interpret the potential effects of technology on privacy and intellectual property.	Interactive Lecture Presentation Group discussion	Reports and oral exams

(D) **Alignment Course Intended Learning Outcomes of Transferable Skills to Teaching Strategies and Assessment Strategies:**		
Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
d1- Work effectively as individual and with a team	Presentation Group discussion	Discussion and oral exam
d2- Demonstrate commitment to professional and ethical responsibilities.	Presentation Group discussion	Discussion and oral exam

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

IV. Course Content:

A – Theoretical Aspect:

Order	Units/Topics List	Learning Outcomes	Sub Topics List	Number of Weeks	contact hours
1	Introduction to course	a1	- Course requirement - Overview on the course topics	1	3
2	Introduction: Unwrapping the gift	a1,a2	- Rapid peace of change - New development and dramatic impacts - Issues and themes - Ethics	2	6
3	Privacy	a1,a2,b1,c2	- Definition of privacy - Type of privacy - Privacy and computer technology - New technology, new risks - Principles of data collection and use	1	3
4	Intellectual property	a1,a2,b1,c2	- Intellectual property and changing technology - Copyright law and significant cases - Copying and sharing - Free software	2	6

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

5	Freedom of Speech	a1,a2,b1	- Changing Communication Paradigms - Controlling Offensive Speech - Censorship on the Global Net - Anonymity - Protecting Access and Innovation: Net Neutrality or De-regulation?	1	3
6	Crime	a1,a2,b1,c2	- Computer crime - Hacking - Identify theft and credit card fraud - Scams and forgery - Laws that rule the web	2	6
7	Technology and work	a1,a2,b1,c2	- Fears and Questions - The Impact on Employment - The Work Environment - Employee Crime - Employee Monitoring	1	3
8	Professional ethics and responsibilities	a1,b2,c1,d1,d2	- What is Professional Ethics? - Ethical Guidelines for	2	6

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad
			Rector of Sana'a University
			Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ــ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

			Computer Professionals - Scenarios		
9	Student Presentation	All		2	6
Number of Weeks /and Units Per Semester				**14**	**42**

B - Practical Aspect: (if any)

Order	Tasks/ Experiments	Number of Weeks	contact hours	Learning Outcomes
1				
2				
3				
4				
Number of Weeks /and Units Per Semester				

V. Teaching strategies of the course:

Lecture

Interactive lecture

Discussion

Group discussion

Presentation

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

VI. Assignments:

No	Assignments	Aligned CILOs(symbols)	Week Due	Mark
1	- Report on advantage and disadvantage of new technology on us as individual and on our society	a1,a2,b1,c2	10th	10
2	- Presentation on topics related to course	All	3rd -15th	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	Assignment	10th	10	10%	a1,a2,b1,c2
2	Presentation	3rd - 15th	20	20%	All
3	Mid-Exam	7th	20	20%	a2,a2,b1
4	Final-Exam	16th	50	50%	a1,a2,b1,b2,c1,c2

VIII. Learning Resources:

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

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

1- Sara Baase, (2017), Gift of Fire, A: Social, Legal, and Ethical Issues for Computing a the Internet, 5/E .Prentice Hall.

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

2- Essential References.	
	1- Michael J. Quinn,(2016), Ethics for the Information Age, 7/E , Pearson.
3- Electronic Materials and Web Sites *etc.*	
	1. https://teachcomputerscience.com/computer-ethics/ 2. https://www.tutorialspoint.com/professional_ethics/index.htm

IX. Course Policies:

Unless otherwise stated, the normal course administration policies and rules of the Faculty of Computer and Information Technology apply. For the policy, see: ---------------------------------
The University Regulations on academic misconduct will be strictly enforced. Please refer to **-----------**

1	**Class Attendance:** A student should attend not less than 75 % of total hours of the subject; otherwise he will not be able to take the exam and will be considered as exam failure. If the student is absent due to illness, he/she should bring a proof statement from university Clinic
2	**Tardy:** For late in attending the class, the student will be initially notified. If he repeated lateness in attending class, he will be considered as absent.
3	**Exam Attendance/Punctuality:** A student should attend the exam on time. He is Permitted to attend an exam half one hour from exam beginning, after that he/she will not be permitted to take the exam and he/she will be considered as absent in exam.
4	**Assignments & Project** The assignment is given to the students after each chapter; the student has to submit all the assignments for checking on time.
5	**Cheating:** For cheating in exam, a student will be considered as fail. In case the cheating is repeated three times during his/her study the student will be disengaged from the Faculty.

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

6	**Plagiarism:** Plagiarism is the attending of a student the exam of a course instead of another student. If the examination committee proofed a plagiarism of a student, he will be disengaged from the Faculty. The final disengagement of the student from the Faculty should be confirmed from the Student Council Affair of the university.
7	**Other policies:** - Mobile phones are not allowed to use during a class lecture. It must be closed, otherwise the student will be asked to leave the lecture room - Mobile phones are not allowed in class during the examination. - Lecture notes and assignments my given directly to students using soft or hard copy

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad
			Rector of Sana'a University
			Prof. Dr. Qassim Mohammed Abbas

Faculty of Computer & Information Technology

Department of Computer Science

Program of Computer Science

Course syllabus of Computer Ethics

Course No (...................)

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad
			Rector of Sana'a University
			Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ــ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

2020/2021

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad
			Rector of Sana'a University
			Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

I. - Information about Faculty Member Responsible for the Course:

Name of Faculty Member		Office Hours						
Location& Telephone No.			SAT	SUN	MON	TUE	WED	THU
E-mail								

II. Course Identification and General Information:

1-	**Course Title:**	Computer Ethics				
2-	**Course Number & Code:**					

		C.H				Total
3-	**Credit hours:**	Th.	Seminar	Pr.	F. Tr.	
		3	-	-	-	3

4-	**Study level/year at which this course is offered:**	
5-	**Pre –requisite (if any):**	None
6-	**Co –requisite (if any):**	None
7-	**Program (s) in which the course is offered**	Computer Science, Information Technology, Information Systems
8-	**Language of teaching the course:**	English
9-	**System of Study:**	Term Based System
10-	**Mode of delivery:**	Full Time

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

	Location of teaching the course:	Faculty of computer and information technology

III. Course Description:

This course aims to provide student with the principle concepts about computer ethics. The course deals with the impact of computing technology on as individual and on our society. Course will cover many issues like privacy, intellectual property, computer crime, technolog work freedom of speech and ethical and professional responsibilities. Social, legal and economical affects related to computing and technology will be discussed in this course. als code of ethics for the worker in technology filed will be covered.

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

- Brief summary of the knowledge or skill the course is intended to:

1- Demonstrate understanding of concepts and issues related to Commuter ethics.
2- Recognize the social, legal, political, economic effect related to computing technology.
3- Analyze effect of computing and technology on as individual and on our sociality.
4- Explore the professional ethics and responsibilities of the worker in the computing and technology fields.
5- Interpret the potential effects of technology on privacy and intellectual property.

V. Course Content:

- Distribution of Semester Weekly Plan of Course Topics/Items and Activities.

A – Theoretical Aspect:

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad
			Rector of Sana'a University
			Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

Order	Topics List	Week Due	Contact Hours
1	Introduction to course	1st	3
2	Introduction: Unwrapping the gift	2nd,3th	6
3	Privacy	4 th	3
4	Intellectual property	5 th,6 th	3
5	Mid-Exam	7 th	1
6	Freedom of Speech	8 th	3
7	Crime	9 th,10 th	6
8	Technology and work	11 th	3
9	Professional ethics and responsibilities	12 th,13 th	6
10	Student presentation	14 th,15 th	6
11	Final-Exam	16 th	2
Number of Weeks /and Units Per Semester		16	4

B – Practical Aspect: *(if any)*			
Order	Topics List	Week Due	Contact Hours
1			
2			

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

3			
4			
5			
Number of Weeks /and Units Per Semester			

VI. Teaching strategies of the course:
Lecture
Interactive lecture
Discussion
Group discussion
Presentation

VII. Assignments:				
No	**Assignments**	**Aligned CILOs(symbols)**	**Week Due**	**Mark**
1	Report on advantage and disadvantage of new technology on us as individual and on our society	a1,a2,b1,c2	10 th	10
2	Presentation on topics related to course	All	3 th -15 th	20

Head of Department	**Vise Dean for Quality Assurance**	**Dean of the Faculty**	**Dean of Academic Development center and Quality**
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

VIII. Schedule of Assessment Tasks for Students During the Semester:

Assessment	Type of Assessment Tasks	Week Due	Mark	Proportion of Final Assessment
1	Assignment	10th	10	10%
2	Presentation	3th -15th	20	20%
3	Mid-Exam	7th	20	20%
4	Final-Exam	16th	50	50%

IX. Learning Resources:

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

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

1 -Sara Baase, (2017) , Gift of Fire, A: Social, Legal, and Ethical Issues for Computing the Internet, 5/E .Prentice Hall.

2- Essential References.

1- Michael J. Quinn,(2016), Ethics for the Information Age, 7/E , Pearson.

3- Electronic Materials and Web Sites *etc*.

3. https://teachcomputerscience.com/computer-ethics/
4. https://www.tutorialspoint.com/professional_ethics/index.htm

X. Course Policies:

Unless otherwise stated, the normal course administration policies and rules of the Faculty of Computer and Information Technology apply. For the policy, see: ----------------------------------
The University Regulations on academic misconduct will be strictly enforced. Please refer to **-----------**

1	**Class Attendance:**

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

	A student should attend not less than 75 % of total hours of the subject; otherwise he will not be able to take the exam and will be considered as exam failure. If the student is absent due to illness, he/she should bring a proof statement from university Clinic
2	**Tardy:** For late in attending the class, the student will be initially notified. If he repeated lateness in attending class, he will be considered as absent.
3	**Exam Attendance/Punctuality:** A student should attend the exam on time. He is Permitted to attend an exam half one hour from exam beginning, after that he/she will not be permitted to take the exam and he/she will be considered as absent in exam.
4	**Assignments & Project** The assignment is given to the students after each chapter; the student has to submit all the assignments for checking on time.
5	**Cheating:** For cheating in exam, a student will be considered as fail. In case the cheating is repeated three times during his/her study the student will be disengaged from the Faculty.
6	**Plagiarism:** Plagiarism is the attending of a student the exam of a course instead of another student. If the examination committee proofed a plagiarism of a student, he will be disengaged from the Faculty. The final disengagement of the student from the Faculty should be confirmed from the Student Council Affair of the university.
7	**Other policies:** - Mobile phones are not allowed to use during a class lecture. It must be closed, otherwise the student will be asked to leave the lecture room - Mobile phones are not allowed in class during the examination. - Lecture notes and assignments my given directly to students using soft or hard copy

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad
			Rector of Sana'a University
			Prof. Dr. Qassim Mohammed Abbas

Republic of Yemen
Minster of Higher Education
and Scientific Research
Sana'a University
Faculty of Computer & IT
Quality Assurance Unit

الجمهورية اليمنية
وزارة التعليم العالي والبحث العلمي
جامعة ـ صنعاء
كلية الحاسوب وتكنولوجيا المعلومات
وحدة ضمان الجودة

اللجنة الإشرافية

م.	الاســــم	الصــــــفة	التوقيع
١	أ.م.د. عبد الماجد الخليدي	نائب عميد الكلية للشؤون الأكاديمية	
٢	أ.م.د. احمد مجاهد	نائب مدير مركز التطوير الأكاديمي وضمان الجودة	
٣	د. حسين الأشول	ممثل المركز في الكلية	
٤	أ.د. إبراهيم المطاع	نائب رئيس الجامعة للشؤون الأكاديمية	

Head of Department	Vise Dean for Quality Assurance	Dean of the Faculty	Dean of Academic Development center and Quality
Dr. Ahmed Al-shalabi	Dr. Anwar Al-Shamiri	Dr. Nagi Al-Shibani	Assoc. Prof. Dr.Huda Al.Emad

Rector of Sana'a University

Prof. Dr. Qassim Mohammed Abbas