

Course Management Plan (TQF 3)

Section 1: General Information

1. Course Code and Name

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2. Number of Credits

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3. Curriculum and Course Type

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4. Course Coordinator and Course Instructor

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5. Semester/Academic Year

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6. Prerequisite Courses

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7. Co-requisite Courses

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8. Study Location

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9. Date of Most Recent Course Details Preparation or Improvement

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Section 2 Objectives

1. Course Objectives

1.1 Curriculum mapping illustrating the distribution of responsibilities for standard learning outcomes from the curriculum to the course, as per TQF.2, Section 4, Item 3.1.

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1.2 Program Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs)

Program Learning Outcomes (PLOs)	Learning Outcomes in Four Domains	Course Learning Outcomes (CLOs)
PLO1	Knowledge K1	CLO1
	Skills S1	CLO2
	S3	CLO3
	Ethics E1	CLO4
	Personal Characteristics C1	CLO5

2. Objectives for Course Development/Improvement

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Section 3 Nature and Implementation

1. Course Description

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2. Number of Hours Per Semester

Lecture	Practicum/Internship	Self-Study	Supplementary Teaching

3. Number of Weekly Hours per Student for Individual Academic Consultation and Guidance Provided by the Instructor

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Section 4 Student Learning Development

1.1 Course Learning Outcomes

Course Learning Outcomes (CLOs)	Teaching Methods	Assessment and Evaluation Methods
CLO1		
CLO2		
CLO3		

Section 5 Lesson Planning and Assessment

1. Lesson Plan

Week No. (Date Teaching)	Topic/Details	No. of Teaching Hours	Teaching and Learning Activities/Teaching media	Instructor

There should be time allocated for explaining to students about the course objectives, course description, course learning outcomes, teaching and learning methods, and methods of assessment and evaluation.

2. Learning Outcomes Assessment Plan

2.1 Assessment Plan

Course Learning Outcomes (CLOs)	Assessment Method	Week of Assessment	Percentage of Assessment Weight
CLO1	Mid Term Examination	6	60%
CLO2	In-Class Tests	1-5	20%
CLO3	Assignments Presentations	10	20%

2.2 Outcome Evaluation

Grade Level	Grade Range
A	80->>
B+	75-79.99
B	70-74.99
C+	65-69.99
C	60-64.99
D+	55-59.99
D	50-54.99
F	0-49.99

2.3 Guidelines for Appealing Assessment Results (Grades)

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Section 6 Teaching and Learning Resources

1. Textbooks and Documents Used for Teaching and Learning

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Section 7 Evaluation and Improvement of Course Implementation

1. Course Assessment Strategy

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2. Reviewing the Standards of Student Performance Outcomes in the Course

Example: During the course, there is a process of evaluating student performance outcomes for each topic according to the anticipated learning outcomes of the course. This evaluation is conducted through student surveys or random assessment of student work. Additionally, it involves considering the results of subtests and course results post-announcing, or analyzing exams.