



مركز الاعتماد  
وإضمان الجودة  
ACCREDITATION & QUALITY ASSURANCE CENTER



**The University of Jordan**

**Accreditation & Quality Assurance Center**

## **Course Syllabus**

**Course Name: Designing and Using Instructional Materials**

1	Course title	Designing and Using Instructional Materials
2	Course number	0802303
3	Credit hours (theory, practical)	3
	Contact hours (theory, practical)	3
4	Prerequisites/corequisites	None
5	Program title	Classroom Teacher
6	Program code	4
7	Awarding institution	The University of Jordan
8	Faculty	School of Educational Sciences
9	Department	Curriculum and Instruction
10	Level of course	B.A/Third year
11	Year of study and semester (s)	Fall Semester 2016/2017
12	Final Qualification	B.A
13	Other department (s) involved in teaching the course	None
14	Language of Instruction	Arabic
15	Date of production/revision	November, 2016

**16. Course Coordinator:**

Office numbers, office hours, phone numbers, and email addresses should be listed.

There is no coordinator for this course since the total sections offered for this semester is three only, which is less than four.

**17. Other instructors:**

*Office numbers, office hours, phone numbers, and email addresses should be listed.*

Dr. Muhannad Anwar Al-Shboul; office No. 203, second floor, School of Educational Sciences; office hours: Sunday, Tuesday, Thursday 10:00-11:00 am & Sunday 4:15-5:00 pm.

**18. Course Description:**

*As stated in the approved study plan.*

This course introduces the concept of instructional materials; definition; relationship to instructional technology; classification; sources; role of such materials in the instructional process; the impact of perception and communication on designing different kinds of instructional materials such as transparencies, slides, audio cassettes, video tapes, and computer disks; principles of designing, producing and using instructional materials according to the system approach; practical application in designing, producing and using instructional materials in different subject matters.

1.

2. 19. Course aims and outcomes:

**A- Aims:**

It is expected from the student after studying this course to fulfil the following course objectives:

- Familiarity with the role and importance of instructional materials in the teaching and learning processes.
- Clarify and explain the nature of the relationship between instructional materials and educational technology.
- Familiarity with different types of instructional materials.
- Develop skills in preparing instructional materials using different tools.
- Recognize the fundamental principles used in designing the instructional materials.
- Gain skills in designing and developing instructional materials.
- Create instructional material using different resources.

**B- Intended Learning Outcomes (ILOs):** Upon successful completion of this course students will be able to:**Academic Skills (knowledge and understanding):**

- Acquire knowledge of instructional materials such as the concept, educational technology, instructional technology, etc.
- Acquire knowledge of the essential role of instructional materials in education.
- Clarify the relationship between instructional materials and the process of perception; as well as the relationship between cognition and learning and teaching process.

**Analytical Cognitive Skills:**

- Acquire the skills of selecting a good instructional material with acceptable standards.
- Develop skill in evaluating the quality of instructional materials

**Particular Relevant Skills:**

- Design and develop an instructional material.

**Transitional Transformative Skills:**

- Use ready-made software/applications to design an instructional material.
- Use a computer to design educational lessons using multimedia.

**20. Topic Outline and Schedule:**

Topic	Week	Instructor	Achieved ILOs	Evaluation Methods	Reference
Chapter 1: Introduction into Educational Technology	1 & 2	Dr. Muhannad Al-Shboul	Recognize the importance of educational technology in teaching and learning process	Theoretical Exam (within the 1 <sup>st</sup> exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials</b> . Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 2: Definition of Oriented Systematic Model for	3	Dr. Muhannad Al-Shboul	Clarify the oriented systematic model for educational	Theoretical Exam (within the 1 <sup>st</sup> exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology</b>

Educational Technology			technology		<b>and Instructional Materials.</b> Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 3: Communication and Educational Process	4	Dr. Muhannad Al-Shboul	Identify the communication theories and its role in designing an instructional material	Theoretical Exam (within the 1 <sup>st</sup> exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials.</b> Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 4: Instructional Materials: Types, Classification, and Designing Principles	5	Dr. Muhannad Al-Shboul	Clarify types, classifications, and designing principles of instructional materials	Theoretical Exam (within the 2 <sup>nd</sup> exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials.</b> Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 5: Educational Panels	6	Dr. Muhannad Al-Shboul	Identify varieties of instructional panels and its production methods	Theoretical Exam (within the 2 <sup>nd</sup> exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials.</b> Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 6: Still Images and Illustrations Diagrams	7	Dr. Muhannad Al-Shboul	Clarify types of still images and illustrations diagrams along with its designing principles	Theoretical Exam (within the 2 <sup>nd</sup> exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials.</b>

					Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 7: Instructional Materials and Educational Toys & Games	8	Dr. Muhannad Al-Shboul	Recognize the instructional materials and educational toys as well as educational games	Practical Exam (within the final exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials.</b> Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 8: Audio and visual Materials/Aids	9	Dr. Muhannad Al-Shboul	Distinguish between audio and visual materials and its production methods	Practical Exam (within the final exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials.</b> Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 9: Data Show Projector	10 & 11	Dr. Muhannad Al-Shboul	Acquire knowledge of Data Show Projector and its uses in education	Practical Exam (within the final exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials.</b> Amman: Dar Safa for Publishing, Distribution & Printing.
Chapter 10: Learning Resource Centers	12	Dr. Muhannad Al-Shboul	Clarify the role of learning resource centers as an educational tool	Practical Exam (within the final exam material)	Eshtewai, F. & Elyaan, R. (2010). <b>Educational Technology and Instructional Materials.</b> Amman: Dar Safa for Publishing, Dis

					tribution & Printing.
Open Lab	13 & 14 & 15	Dr. Muhannad Al-Shboul	Design and produce an instructional material		

### 21. Teaching Methods and Assignments:

Development of ILOs is promoted through the following teaching and learning methods:  
It is expected that the implementation of learning course through the following activities:

- Weekly lectures.
- Enrichment reading and using the Internet resources.
- Classroom discussions.
- Design and develop an instructional material.

### 22. Evaluation Methods and Course Requirements:

Opportunities to demonstrate achievement of the ILOs are provided through the following assessment methods and requirements:

- Design and produce an instructional material (group work) 10%.
- First exam (20%).
- Second exam (20%).
- Final exam (50%).

### 23. Course Policies:

A- Attendance policies:

- Regular class attendance is expected; absence of 8 lectures is allowed during the semester, exceeding that student's name will be listed in the deprivation list.

B- Absences from exams and handing in assignments on time:

- Absence on exam with an official excuse and deliver homework on due dates.

C- Health and safety procedures:

- University regulations are followed in terms of public safety procedures.

D- Honesty policy regarding cheating, plagiarism, misbehavior:

- Student is directed to an Investigation Committee in cooperation with the Assistant Dean for Student Affairs.

E- Grading policy:

- The total grade of the semester works will be announced to the students on time and before the date of the final exam.

F- Available university services that support achievement in the course:

- The computer Labs at the School of Educational Sciences.

### 24. Required equipment:

Software used and available in the computer lab:

- Different raw materials to be brought by students depend on the instructional material that will be chosen by the group.

**25. References:**

- A- Required book (s), assigned reading and audio-visuals:
- Eshthewai, F. & Elyaan, R. (2010). **Educational Technology and Instructional Materials**. Amman: Dar Safa for Publishing, Distribution & Printing.
- B- Recommended books, materials, and media:
- Romiszowski, A. J. (2013). **Developing Instructional Materials**. New York: Routledge.

**26. Additional information:**

- No student will be allowed to enter the class after 10 minutes from its start.

Name of Course Coordinator: Dr. Muhannad Al-Shboul-Signature: ----- Date: 29/12/2016

----- Head of curriculum committee/Department: ----- Signature: -----

Head of Department: ----- Signature: -----

Head of curriculum committee/Faculty: ----- Signature: -----

Dean: ----- -Signature: -----

Copy to:  
Head of Department  
Assistant Dean for Quality Assurance  
Course File