

**TQF 3: Details of the Course**

**Course Code [Course Code]**

**[Name of the Course in Thai]**

 **[Name of the Course in English]**

**Instructor Responsible for the Course**

 **[Please indicate the Academic Rank, Name, and Surname]**

**Instructor of the Course**

**[Please indicate the Academic Rank, Name, and Surname]**

**Academic Semester[Academic Semester] Academic Year 255[Academic Year]**

**The Course as a Part of the [Degree Program]**

**Program [Program]**

**New/Revised Curriculum of the [Academic Year]**

**Faculty of [Faculty of the Curriculum]**

**Valaya Alongkorn Rajabhat University under the Royal Patronage**

**Pathum Thani Province**

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**TQF 3: Details of the Course**

**Name of the Institute:** Valaya Alongkorn Rajabhat University under the Royal Patronage, Pathum Thani Province

**Program/Faculty:** Name of the Program/ Faculty

**Part 1: General Information**

1. **Course Code and Name of the Course**

Code: …………………………………………………………………………….(in Thai)

…………………………………………………………………………….(in English)

1. **Number of Credits**

…………………(Number of Credits) …………/……./…….(Number of Theory Hours/Practical Hours/ Self-study Hours)

1. **Curriculum and Type of Course**

……………………(Degree) ……………………(Program) ……………………(Type of Course) (General Education, Core Course/ free Elective Course) ……………………(Compulsory Course/ Elective Course)

1. **Instructor Responsible for the Course and Instructor of the Course**

Instructor Responsible for the Course ………………………………..(Please indicate the academic rank, name and surname)

Instructor of the Course ………………………..(Please indicate the academic rank, name and surname)

1. **Academic Semester/ Year of Students**

Academic Semester …………………..…………………….. Year of Students ……………………………………

1. **Pre-requisite Course if needed**

Course Code of the Pre-requisite Course ……………………………………………………………………………

1. **Co-requisite Course if needed**

Course Code of the Co-requisite Course …………………………………………………………………………….

1. **Building**

Room ………………………………………………………. Building ……………………………………………………………

1. **Date of the Latest Curriculum Improvement**

Day………………………………………Month……………………………………..Year………………………………………

**Part 2: Aims and Objectives**

1. **Course Aims**

Course Objectives…………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………

1. **Objectives of Course Development/ Improvement**

Objectives of Course Development/ Improvement …………………………………………………………..

………………………………………………………………………………………………………………………………………………

**Part 3: Characteristics and Management**

1. **Course Description**

Course Description......................................................................................................................

………………………………………………………………………………………………………………………………………..

1. **Number of Hours per Semester**

|  |  |  |  |
| --- | --- | --- | --- |
| **Lecture** | **Supplementary** | **Practice** | **Self-Study** |
| …………………hrs  | …………………hrs  | …………………hrs  | …………………hrs  |

1. **Numbers of Hours for Consult and Academic Guidance for Individual Student**

…………………………………………………………………………………………………………..……......hrs/per week

**Part 4: Development of Students’ Learning Outcomes**

**Example**

**Plan for Responsibility of Standard of Learning Outcomes from Curriculum to Courses (Please indicate the details)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Ethics and Moral** | **Knowledge** | **Cognitive Skill** | **Interpersonal Skills and Responsibility** | **Numerical Analysis, Communication and Information Technology Skill** | **Domain** **of Psychomotor Skill** |
| **1** | **2** | **3** | **4** | **5** | **1** | **2** | **3** | **4** | **5** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** | **5** | **1** | **2** | **3** | **4** | **1** | **2** |
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1. **Ethics and Moral**

**1.1 Ethics and Moral to Be Developed**

Example:

- Realization of value, ethics and moral, sacrifice and honesty

- Self-discipline, punctuality, self-responsibility and social responsibility

- Leadership and follower, team work

- Humbleness toward elderly

- Respect the university rules and regulations

- Having ethics in academic and professional fields

* 1. **Methods of Teaching**

Example:

- Two-way communication, giving students opportunity to ask, answer the question or express ideas concerning ethics and moral

- Case study of wrong doing in ethics and moral

- Group discussion and learning exchange

- Simulation

* 1. **Methods of Evaluation**

Example:

- Evaluation from class attendance

- Examination learning principles, punctuality, submit of class work

- Correct reference in students’ report

- Acceptance of others’ opinions in class

- Evaluation of case study

**2. Knowledge**

**2.1 Received knowledge**

Example

- Having wide and systematic basic knowledge and understanding ways of life

- Having understanding about progress in special field, acknowledgement of research work concerning problem solving

- Acknowledgement of practice in accordance of rules and regulations which are changed in time

**2.2 Methods of Teaching**

Instructors use student-centered methods such as two-way communication by emphasizing students’ self-study, co-operative learning, and students learning by themselves from books, documents and internet

**2.3 Methods of Evaluation**

Example

- Quiz, mid-term and final

- Research and report

- Report of practice

**3.** **Cognitive Skill**

**3.1 Cognitive Skills needed to Be Developed**

Example

- Ability to analyze and express opinions in class and outside

- Ability to search for academic information, compile and revise academic documents, analyze academic information and write academic report

**3.2 Methods of Teaching**

Example

- Problem Based Learning (PBL)

- Class Discussion and Brain Storming

**3.3 Method of Evaluation**

Example

- Evaluation from answering the questions and expression of opinions individually and in group

- Progress of report

**4. Interpersonal Skills and Responsibility**

**4.1 Interpersonal Skills and Responsibility needed to Be Developed**

Example

- Responsibility for assigned work

- Ability to adjust themselves in group work in all situations

- Suitable performance and expression of opinions

**4.2 Methods of Teaching**

Example

- Class and external activities for students’ interaction toward other students and other personnel

- Group assignment within students’ friends and with other students so as to make students be able to work with their friends or outsiders

- Assignment of individual responsibility in group work

* 1. **Methods of Evaluation**

Example

- Evaluation of class participation

- Evaluation of submission of report of students’ work and assignments

- Self and peer evaluation according to the given form

**5. Numerical Analysis, Communication and Information Technology Skill**

**5.1 Numerical Analysis, Communication and Information Technology Skill needed to Be Developed**

Example

- Ability to create instruments in information technology and to present the work

- Ability to select information resource

- Ability to search for information and follow the change from the internet

- Ability to use the Thai language in questioning, answering and reporting suitably

**5.2 Method of Teaching**

Example

- Use of interesting, clear and easy to understand media and instructional methods in class

- Use of information stimulating students to acknowledge the importance of information technology in searching and presenting information

- Suggestion of techniques in searching information and information sources

- Assignment needed to use information technology

- Students have to present their work both orally and with document and technological media

- Practical experiment

**5.3 Method of Evaluation**

Example

- Evaluation from report, questions and class discussion

- Evaluation from performance and report of performance

**Part 5: Lesson Plan and Evaluation**

1. **Lesson Plan**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Week** | **Item/Detail** | **Number of Hours** | **Instructional Activities and Aids** | **Instructor** |
| **1 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **2 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **3 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **4 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **5 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **6 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **7 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **8 (Day/Month/Year)** | **Mid-term** |
| **9 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **10 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **11 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **12 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **Week** | **Item/Detail** | **Number of Hours** | **Instructional Activities and Aids** | **Instructor** |
| **13 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **14 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **15 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **16 (Day/Month/Year)** | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. | ……………………..…………………….. |
| **17 (Day/Month/Year)** | **Final (Using Test in Paper)** |

1. **Plan for Learning Evaluation**

Example

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **Learning Outcome** | **Method of Evaluation** | **Week of Evaluation** | **Ratio of Evaluation** |
| 1 | 1. Ethics and Moral 4. Interpersonal Skills and Responsibility | 1. Class attendance2. Class participation, asking and expressing opinions3. Honesty4. Submission of students’ work within the given time | All semester | 20% |
| 2 | 2. Knowledge | 1. Mid-term2. Final  | 816 | 30%30% |
| 3 | 3. Cognitive Skill4. Numerical Analysis, Communication and Information Technology Skill | 1. Case study 2. Report of students’ research and self-study 3. Students’ presentation  | 11-135-155-15 | 20% |

**Part 6: Instructional Resources**

1. **Main documents and books**

………………………………………………………………………………………………………………………………………………

1. **Main documents and information**

………………………………………………………………………………………………………………………………………………

1. **Suggested documents and information**

………………………………………………………………………………………………………………………………………………

**Part 7: Evaluation and Development of Course Management**

1. **Strategies for students’ achievement**

Example

- Instructor and students’ discussion

- Instructor evaluation and course evaluation

1. **Strategies for evaluation**

Example

- Students’ evaluation of instructors

- Curriculum committee’s evaluation of instructors through class observation and student representative’s interview

- Results of examination

1. **Instructional Development**

Example

- Use of evaluation for improvement by

- Instructional seminar

- Curriculum and Extra-curriculum research

1. **Revision of standard of student achievement**

Example

Assigning committee of evaluation to revise student achievement in each course by sampling test paper to analyze the way of checking paper both in raw score and t-score within the time set

1. **Revision and planning of development of course achievement**

Example

Curriculum having methods of revision of course achievement through the consideration of the following items:

- Students’ evaluation of instructors

- Committee’s evaluation of instructors

- Report of each course by instructors

After revision of course achievement, the instructors responsible for the course have to revise the content and strategies of teaching and present the way of development and improvement of instructional management to the curriculum committee so as to propose the opinions and summarize the development plan to be used in the following academic year.