



UNIVERSITI TEKNOLOGI MARA

ALS254: Arabic Language & Information Technology

Course Name (English)	Arabic Language & Information Technology APPROVED
Course Code	ALS254
MQF Credit	3
Course Description	This course aims to train students to use information technology to improve their communication skills. Students are exposed to the technology world and their role in applying Arabic in the context of Arabic language content development. Students are taught to use computers and the internet through the activation of Arabic characters in various software such as office software, graphics, multimedia, web applications and e-learning. Student-centered teaching approaches through active learning, practice exercises, group discussions, assignments, presentations and practical projects.
Transferable Skills	Demonstrate analytical skills using technology
Teaching Methodologies	Lectures, Tutorial
CLO	CLO1 Use information technology to prepare documents in Arabic CLO2 Demonstrate the ability to solve problems in the delivery of Arabic language information using web technology CLO3 Demonstrate work responsibility and ethics in producing short video of Arabic content
Pre-Requisite Courses	No course recommendations
Topics	
1. Glossary of Information Technology in Arabic 1.1) Learning IT terms	
2. Arabic Language and Computer Operations 2.1) Learning Arabic Glossary for IT	
3. Arabic language in office software 3.1) MS Word, MS Publisher, MS Excel	
4. Arabic language in graphic software 4.1) Adobe Photoshop for graphic design	
5. Arabic and Web Technology 5.1) Web development using Wix and Wordpress	
6. Multimedia Arabic Application 6.1) Powtoon for animation and Pixton for creating Arabic comic	
7. Video and audio editing 7.1) Camtasia for video editing	

Assessment Breakdown	%
Continuous Assessment	100.00%

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Assignment	Assess students' understanding of the basics of applying technology to prepare documents in Arabic	30%	CLO1
	Assignment	Assess students' skills to solve information delivery problems through web technology	30%	CLO2
	Assignment	Assess the ability of students in groups to produce short video	40%	CLO3

Reading List	Reference Book Resources	<ul style="list-style-type: none"> David Dabner 2017, <i>Graphic Design School</i>, Thames & Hudson Ltd Peter Weverka 2018, <i>Office 2019 All-in-One For Dummies</i>, John Wiley & Sons.Inc
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Article/Paper List	Reference Article/Paper Resources	<ul style="list-style-type: none"> Januddin Sardi.(2017).Masradil Mufradat: Attaisir fi attaallum Al-Lughah Al-Arabiah wa Tiqniyatil Maklumat.UiTM 2017, Masradil Mufradat: Attaisir fi attaallum Al-Lughah Al-Arabiah wa Tiqniyatil Maklumat
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Other References	<ul style="list-style-type: none"> Book Piotr Kulczycki.(2017).Information Technology and Computational Physics. Springer. 2017, <i>Information Technology and Computational Physics</i> , Springer website Aaron Goold 2017, <i>The Video Editing Handbook</i> https://videoeditinghandbook.com
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