



Proforma 2

**Faculty Course Review Report**  
**(To be filled by each teacher at the time of Course Completion)**

For completion by the course instructor and transmission to Head of Department of his/her nominee (Dept. Quality Officer) together with copies of the Course Syllabus outline

<b>Department:</b>		<b>Faculty:</b>		
<b>Course code:</b>		<b>Title:</b>		
<b>Session:</b>		<b>Semester:</b>	Autumn <input type="checkbox"/>	Spring <input type="checkbox"/> Summer <input type="checkbox"/>
<b>Credit Value</b>		<b>Level:</b>		<b>Prerequisites:</b>
<b>Name of Course Instructor:</b>		<b>No. of Students Contact Hours</b>	<b>Lectures</b>	<b>Other (Please State)</b>
			<b>Seminars</b>	
<b>Assessment Methods: give precise details (no &amp; length of assignments, exams, weightings etc)</b>				

**Distribution of Grade/Marks and other Outcomes: (adopt the grading system as required)**

Undergraduate	Originally Registered	%Grade A	%Grade B	%Grade C	D	E	F	No Grade	Withdrawal	Total
No. of Students										
Post-Graduate	Originally Registered	%Grade A	%Grade B	%Grade C	D	E	F	No Grade	Withdrawal	Total
No. of Students										

**Overview/Evaluation (Course Co-coordinator's Comments)**

Feedback: first summarize, then comment on feedback received from:  
(These boxes will expand as you type in your answer.)

1) External Examiners or Moderators (if any)

2) Student /staff Consultative Committee (SSCC) or equivalent, (if any)

3) Curriculum: comment on the continuing appropriateness of the Course curriculum in relation to the intended learning outcomes (course objectives) and its compliance with the HEC Approved / Revised National Curriculum Guidelines.

4) Assessment: comment on the continuing effectiveness of method(s) of assessment in relation to the intended learning outcomes (Course objectives)

5) Enhancement: comment on the implementation of changes proposed in earlier Faculty Course Review Reports

6) Outline any changes in the future delivery or structure of the Course that this semester/term's experience may prompt

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Course Instructor)

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Head of Department)