

COURSE DESCRIPTION

Department of Service Courses

Communication Skills in Arabic

Course Number: (01101213)

(3 CHs)

- Communication: its concept, pillars of communication, and methods of communication.
- Oral communication skills: questioning, interviewing, lecturing, and giving seminars and discussion.
- Written communication skills: essay, report, meeting summary, curriculum vitae, summary, and official speech.
- Grammar: writing and reading rules, punctuation marks.

Course outcomes:

1. To communicate in language properly.
2. To Master written language skills.
3. To write texts with punctuation marks.
4. To write texts with correct grammar.
5. To use appropriate language in particular situations.
6. To read texts expressively.