

Syllabus

Approved by Academic Council

Protocol # 05 25.08.2017

Educational program			
Higher education stage	Bachelor's program	Faculty	Marine-Engineering

Education course name			

Education course status	Compulsory
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Teaching language	Georgian
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Pre-Requisites	
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ECTS	1 cred.= 26 hours	Total hours		Contact hours		Independent hours	
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Organization of semester in BNTU		Week	Contact hours	Note
In accordance with the specificity of education course (lecture, work group, practical work and/or other)		I–VII, X–XV		In accordance with syllabus
Mid-term exam	Exam	VIII / IX	2	includes materials learnt within I-VII week
Analysis of mid-term exam results		IX		For study group min 1 hour (according to schedule); conducted for the purpose of support of improvement of achieved results; indicated hour is not the component part of credit
Final exam	Preparation for exam	XVI	-	by independent work
	Exam	XVII / XVIII	2	includes all learnt material
Additional exam		Conducted in the same semester, no less than within 5 calendar days after announcement of final exam results. Includes all learnt material. Time fixed for additional exam (preparation, passing, evaluation) is not the component part of credit		
Consultations		Conducted according to the schedule of consultations, min 1 hour per week; if required, it is carried out via e-mail of education course implementer. Consultations are not considered as student's academic load and indicated hours are not component part of education course credit		

Information about education course syllabus author(s) and implementer(s)

Name, surname		Contact phone	
Position	INVITED EXPERT	E-mail	

Goal	
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Learning results	
Knowledge and consciousness	
Ability to use knowledge in practice	
Ability to make conclusion	
Communication skill	
Learning skills	
Values	

№	Contact hour	Content	Required literature
1		Topic: <input type="text"/> Work on lecture materials. Discussion: Problem-Perception-Solution.	[1] p. reader[2] p.
2		Topic: <input type="text"/> Examination and analysis of learnt materials. Work on lecture materials, review: Verbal testing.	[1] p. reader[2] p.
3		Topic: <input type="text"/> Examination and analysis of learnt materials. Work on lecture materials, review: Verbal testing.	[1] p. reader[2] p.
4		Topic: <input type="text"/> Examination and analysis of learnt materials. Work on lecture materials, review: Verbal testing.	[1] p. reader[2] p.
5		Topic: <input type="text"/> Examination and analysis of learnt materials. Work on lecture materials, review: Written test.	[1] p. reader[2] p.
6		Topic: <input type="text"/> Examination and analysis of learnt materials. Work on lecture materials, review: Verbal testing.	[1] p. reader[2] p.
7		Topic: <input type="text"/> Examination and analysis of learnt materials. Work on lecture materials, review: preparation for mid-term exam – review of learnt materials.	[1] p. reader[2] p.
8		Topic: <input type="text"/> Practical work: Demonstration of activity. (Performance-evaluation of task).	[1] p. reader[2] p.
9		Topic: <input type="text"/> Examination and analysis of learnt materials. Work on lecture materials, review: Verbal testing.	[1] p. reader[2] p.
10		Topic: <input type="text"/> Examination and analysis of learnt materials. Work on lecture materials, review: Homework: Preparation and presentation of theoretical work (on learnt material, at the choice of a student). Written test.	[1] p. reader[2] p.
11		Topic: <input type="text"/>	[1] p.

		Examination and analysis of learnt materials. Work on lecture materials, review: Presentation.	reader[2] p.
12		Topic: Examination and analysis of learnt materials. Work on lecture materials, review: Presentation.	[1] p. reader[2] p.
13		Topic: Practical work: Performance-evaluation of practical task.	[1] p. reader[2] p.

Teaching and learning methods	Interactive lecture (topic explanation), work in task group, presentation, practical work, teaching using e-resources (teaching and learning include the following activities: explanation, demonstration, analysis, synthesis, action-oriented teaching, discussions/ debates, case study etc.).
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Evaluation of student. General rule, forms, components, methods and criteria of evaluation

Evaluation of achieved learning results of students in BNTU is carried out by 100-point grading system (max 100 points) and includes two forms- interim evaluation (max 60 points) and final evaluation (max 40 points). Components of interim evaluation are mid-term exam (max 20 points) and so called "current grades" (max 40 points) in BNTU – it implies various (for example, testing, practical/theoretical work and/or other) evaluations with their share within 40 points. Final exam (max 40 points) is a component of final evaluation. In interim evaluation form minimum competency limit is 21 points; in case of points less than 21, a student is not admitted to final evaluation. Final evaluation includes one component – final exam (max 40 points); minimum competency limit in final evaluation form is 20 points. Assignment of credit using only one form of evaluation (interim or final) shall not be allowed. Final evaluation (point) of education course is a sum of interim and final evaluation points (Numbers obtained as a result of calculation shall be rounded as follows: four and less – rounded down, and five and more – rounded up). Evaluation of students in BNTU is carried out by 100-point grading system in accordance with the effective Law:

5 good grades:				2 failing grades:			
1	91 - 100 points	A	Excellent	1	41 – 50 points	FX	Failed
2	81 - 90 points	B	Very good	student needs more work to pass the exam; he/she is given the right to pass additional exam once again by individual work			
3	71 - 80 points	C	Good				
4	61 – 70 points	D	Sufficient	2	40 – 0 points	F	Failed
5	51 – 60 points	E	Insufficient	the work done by a student is not sufficient and it is necessary to re-complete the course			

Points received during final evaluation shall not be added to the points received at additional exam. Grade, received at additional exam is a conclusive evaluation and set forth in final evaluation of the course. In case of 0-50 points in final evaluation, taking into consideration of points of additional exam, F =0 point is assigned to a student. Credit may be received only in case of one of the good grades in accordance with the Law.

max 100 points	Evaluation forms	Evaluation components	
60	Interim evaluation	40	So called "current grades"
		20	Mid-term exam
40	Final evaluation	40	Final exam

Current grades **Total - max 40 points**

Note: "Current grades" implies evaluation components stated below. Rule effective in BNTU: max 8 current grades during semester; each grade (point) may include grades of one or more components (for example, theory/practical work (task) and testing and/or other). Numbers stated below are the number of evaluations of each student during semester (including, 0 point).

1 Testing **Total - max 20 points**

Note: implies verbal and written testing.

Verbal testing	number - 2	max evaluation of each - 5 points	Total - max 10 points
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Note: evaluation methods: interactive testing, participation of a student in discussion or discussion on specific issue. In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.

2.0	1) Use of theoretical material and terms - used completely.
3.0	2) Presentation of information/reasoning, including:
1.0	1. Presentation of information without assistance – Information presented without assistance.
1.0	2. Accuracy of presentation of information - Information presented without any inaccuracies.
1.0	3. Presentation of information /argumentation – Opinion is clearly formulated and presented logically, reasoning is rational and sound.
0	Has no answer/is not able to reason on topic/ one of the criteria stated above was evaluated with 0 point.

Written test	Number - 2	max evaluation of each- 5 points	Total - max 10 points
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Note: Each written test may include:

Task (Theory)		max evaluation of each- 5 points	
<p>Note: In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.</p>			
1.0	1) Scope of work done - task is performed completely.		
1.0	2) Use of theoretical material and terms - used completely.		
3.0	3) Presentation of information/reasoning, including:		
1.0	1. Accuracy of presentation of information - Information presented without any inaccuracies.		
1.0	2. Presentation of information – Opinion is clearly formulated and presented logically.		
1.0	3. Well-argued reasoning - Reasoning and conclusions are rational and well-grounded.		
0	Task is not performed / Less than 50% of the task is performed/ one of the criteria stated above was evaluated with 0 point.		
Test		max evaluation of each- 0.5 points	
<p>Note: Each question of the test with multiple possible answers.</p>			
0.5	Knowledge of theoretical material and/or terms - Answer is correct.		
0	No answer / Answer is wrong.		
2	Practical work		Total - max 10 points
<p>Note: Implies task, performed by student during contact (practical work) hours.</p>			
Task		Number - 2	max evaluation of each- 5 points
<p>Note: In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.</p>			
2.0	1) Scope of work done - task is performed completely.		
2.0	2) Usage of theory in practice – Order of fulfillment of task is correct, rules are observed. Task is performed without errors.		
1.0	3) Ability to perform task without assistance – Task performed without assistance.		
0	Task is not performed / Less than 50% of the task is performed/ one of the criteria stated above was evaluated with 0 point.		
3	Theory		Total - max 10 points
<p>Note: Implies theoretical task performed on offered or previously agreed subject, selected by a student / group of students (max 2 students) (A4 format, 5 pages on the average, font – Sylfaen, font size of basic text - 11, font size of sub-titles- 12, font size of titles - 14; line spacing – 1.5; page margins from all side 2 cm) and its presentation using Power Points (time for presentation - 5 min. on the average). Prerequisites for admittance to presentation: a) Work shall be delivered to lector in printed form within fixed terms, b) In case of 0 point during evaluation, work is not allowed to be presented. If work is done by a group of students, all member-students are participate in presentation. Summarizing grade (point) is a sum of points received for performance of work and for presentation.</p>			
Task		Number - 1	max evaluation of each- 5 points
<p>Note: In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.</p>			
1.0	1) Scope of work done – Work is done completely.		
1.0	2) Use of theoretical material and terms - used completely.		
3.0	3) Processing of information, presentation, reasoning, including:		
1.0	1. Used information – Information is relevant and processed completely.		
1.0	2. Presentation of information – Opinion is clearly formulated and presented logically, information is presented without inaccuracies.		
1.0	3. Well-argued reasoning - Reasoning and conclusions are rational and well-grounded.		
0	Task is not performed / Less than 50% of the task is performed/ one of the criteria stated above was evaluated with 0 point.		
Presentation		Number- 1	max evaluation of each- 5 points
<p>Note: In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.</p>			
2.0	1) Technical aspects of presentation, including:		
1.0	1. Visual aspects of presentation - Visual aspects of presentation is perfect; presentation is prepared using corresponding software(s).		
1.0	2. Demonstration of IT skills – is able to carry out presentation using IT.		
3.0	2) Presentation methods, including:		
2.0	1. Contact with audience - is able to present work to audience, contact with audience, participate in discussion, to give well-reasoned answers on questions and put forward arguments.		
1.0	2. Time management – is able to carry out presentation with the observance of time- limits.		

0	Presentation is not prepared / one of the criteria stated above was evaluated with 0 point.
Mid-term exam	
Total - max 20 points	
<i>Note: Within 20 points includes task/tasks, as well as may include other evaluation method(s) stated below:</i>	
Test	max evaluation of each- 0.5 points
<i>Note: Each question of the test with multiple possible answers.</i>	
0.5	Knowledge of theoretical material and/or terms - Answer is correct.
0	No answer / Answer is wrong.
Open-end question	
<i>Note: includes "1" and/or "2" choice stated below.</i>	
1	Open-ended question
max evaluation of each- 2 points	
<i>Note: Implies presentation and explanation of definition/term. In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.</i>	
1.0	1) Knowledge of theoretical materials and terms – Answer is correct, complete and well-formed in terms of terminology.
1.0	2) Presentation of information, reasoning - Opinion is clearly formulated and presented logically, reasoning is rational and well-grounded.
0	No answer / one of the criteria stated above was evaluated with 0 point.
2	Open-end question
max evaluation of each- 1 point	
<i>Note: Implies formulation of definition. In case of partial fulfillment of evaluation criteria 0.5 point is assigned.</i>	
1.0	Knowledge of theoretical materials and terms - Answer is correct, complete and well-formed in terms of terminology.
0	No answer / abovementioned criteria was evaluated with 0 point.
Task (theory)	
max evaluation of each- 5 points	
<i>Note: In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.</i>	
1.0	1) Scope of work done - task is performed completely.
1.0	2) Use of theoretical material and terms - used completely.
3.0	3) Presentation of information/reasoning, including:
1.0	1. Accuracy of presentation of information - Information presented without any inaccuracies.
1.0	2. Presentation of information – Opinion is clearly formulated and presented logically.
1.0	3. Well-argued reasoning - Reasoning and conclusions are rational and well-grounded.
0	Task is not performed / Less than 50% of the task is performed/ one of the criteria stated above was evaluated with 0 point.
Final exam	
Total - max 40 points	
<i>Note: Within 40 points includes task/tasks, as well as may include other evaluation method(s) stated below::</i>	
Test	max evaluation of each- 0.5 points
<i>Note: Each question of the test with multiple possible answers.</i>	
0.5	Knowledge of theoretical material and/or terms - Answer is correct.
0	No answer / Answer is wrong.
Open-end question	
<i>Note: Note: includes "1" and/or "2" choice stated below.</i>	
1	Open-ended question
max evaluation of each- 2 points	
<i>Note: Implies presentation and explanation of definition/term In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.</i>	
1.0	1) Knowledge of theoretical materials and terms – Answer is correct, complete and well-formed in terms of terminology.
1.0	2) Presentation of information, reasoning - Opinion is clearly formulated and presented logically, reasoning is rational and well-grounded.
0	No answer / one of the criteria stated above is evaluated with 0 point.
2	Open-end question
max evaluation of each- 1 point	
<i>Note: Implies formulation of definition. In case of partial fulfillment of evaluation criteria 0.5 point is assigned.</i>	
1.0	Knowledge of theoretical materials and terms - Answer is correct, complete and well-formed in terms of terminology.
0	answer / abovementioned criteria was evaluated with 0 point.

Task (theory)		max evaluation of each- 5 points
<p><i>Note: In case of partial compliance with evaluation criteria stated below, indicated maximum points have to be divided in two. In case of non-compliance with evaluation criteria (for example, substantial mistake/ error etc.) 0 point is assigned. Summarizing grade (point) is a sum of points received in all evaluation criteria. In case of 0 point in one of the criteria, summarizing 0 point is assigned.</i></p>		
1.0	1) Scope of work done - task is performed completely.	
1.0	2) Use of theoretical material and terms - used completely.	
3.0	3) Presentation of information/reasoning, including:	
1.0	1. Accuracy of presentation of information - Information presented without any inaccuracies.	
1.0	2. Presentation of information – Opinion is clearly formulated and presented logically.	
1.0	3. Well-argued reasoning - Reasoning and conclusions are rational and well-grounded.	
0	Task is not performed / Less than 50% of the task is performed/ one of the criteria stated above was evaluated with 0 point.	

Required literature	Georgian readers containing corresponding topics/lecture materials translated in Georgian language:	
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	2.	
	3.	
	4.	
	5.	
	6.	

Additional literature	1.	
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Internet and other resources	1.	
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Special material resources	1.	Charts, drawings
	2.	