

Kingdom of Saudi Arabia

King Saud University
ACADEMIC COUNCIL

الجامعة
السعودية

APPLICATION FORM
FOR PROMOTION OF FACULTY MEMBERS

Department of: *Department of European Languages and Translation*

College of: *College of Languages and Translation*

PART ONE

Resumé (Curriculum Vitae)

	<u>First</u>	<u>Father</u>	<u>Grandfather</u>	<u>Family</u>
<u>Name:</u>	Reema	Sado	Saada	Al-Jarf

Nationality: Saudi

For those on contract with the University:

Contract Date: _____/_____/_____ Hijra _____/_____/_____ Gregorian

Contract Type: Personal Other

Employed in another country? Yes No

If yes, Name the Employer: _____

Current Academic Rank: _____

Date of Promotion to or Appointment in Current Academic Rank:

<u>Day</u>	<u>Month</u>	<u>Year</u>	
18	5	1415	Hijra
9	10	1994	Gregorian

Academic Council – Application Form for Promotion of Faculty Members

Applying for the Rank of: Associate Professor: []

Professor: [X]

Did you apply for this rank before? [] Yes [X] No

If yes, how many times did you apply for this rank?

Information on previous times: (if any)

Number of Academic Council Meeting : _____

Academic Year: _____ Date: / / Hijra

Number of Academic Council Meeting : _____

Academic Year: _____ Date: / / Hijra

Applicant's Academic Degrees:

B.A./B.Sc.

University: *Om Al-Qura University* _____ College: *Education* _____

University Location (City/State/Country): *Makkah*

Date of Obtaining Degree: 1394/1395 Hijra 1974 / 1975 Gregorian

M.A./M.Sc.:

University: *Om Al-Qura University* _____ College: *Education* _____

University Location (City/State/Country): *Makkah*

Date of Obtaining Degree: 1/9/1399 Hijra 25/ 7 /1979 Gregorian

Master's Study Method: Courses []
 Thesis []
 Both [x]

Title of Master's Thesis (if any): *Some Factors Affecting The Development of the Reading Skill in A course of _ English a Second Language at the Fifth Junior High School in Makkah.*

Advisor's Name: *Dr Sami Abu-Taleb*

Ph.D. or (Fellowship):

University: *University of Iowa* College: *College of Education*

University Location (City/State/Country): *Iowa City, Iowa, USA*

Date of Obtaining Degree : *1406* Hijra *17 / 5 /1986* Gregorian

Title of Ph.D. Dissertation: *An Ethnographic Study of Reading Comprehension Instruction In ESL Classrooms In Secondary Schools in Saudi Arabia*

Advisor's Name: *Dr Joyce Hood*

Applicant's Major and Minor: *Reading in L1 and L2, Applied Linguistics.*

PART TWO
RESEARCH WORK

Research Work Submitted for Promotion:

A) Papers Published or Accepted for Publication in Academic, Specialized, and Refereed Journals:

1. Al-Jarf, Reima Sado. (2001). *Context Clues Instruction In Elementary, Junior And Senior High School Reading Textbooks In Saudi Arabia*. Journal of Curriculum and Instruction Studies. College of Education, Ain Shams Univerisyt.
2. Al-Jarf, Reima Sado. (2001). *Cohesion Skills Instruction In Junior And Senior Reading Textbooks In Saudi Arabia: An Evaluation Study*. Journal of Arabian Gulf Courier. Arab Bureau of Education for the Gulf States, 87, 73-97.
3. Al-Jarf, Reima Sado. (2001). *Advance Organizers in Elementary, Junior and Senior High School Textbooks in Saudi Arabia*. Journal of Educational Studies. Institute of Educational Studies, University of Cairo. (Letter date: 25/5/2001).
4. Al-Jarf, Reima Sado. (2001). *Study Skills Instruction In Junior And Senior Reading, Science and Social Studies Textbooks For Girls In Saudi Arabia*. Scientific Journal. College of Education. Asiat University, Vol. 12, 2. (Letter date: 12/2/2001).
5. Al-Jarf, Reima Sado. (2001). *Processing of Cohesive ties By EFL Arab College Students*. Foreign Language Annals, 34, 2, pp. 141-151.
6. Al-Jarf, Reima Sado. (2000). *Analysis of Grammatical Agreement Errors in L1/L2 translation*. International Review of Applied Linguistics, 38, pp. 1-15.
7. Al-Jarf, Reima Sado. (2000). *Electronic Dictionaries and Translation*. Linguistica Communicatio; 10. (Letter date: 15/1/1421H).
8. Al-Jarf, Reima Sado. (1999). *Unemployed female translators: Causes and Solutions*. Meta, 44, pp. 391-397.

B) Papers Submitted to Academic and Specialized Conferences Which Have Been Refereed and Published in Full in the Conference Proceedings:

1. Al-Jarf, Reima Sado. (2001). *Online Courses*. Proceedings of the Thirteenth Annual Conference of the Egyptian Association for Curriculum and Instruction entitled “School Curricula and the Current Knowledge and Technological Revolution. Cairo, July 24-25. Vol. I, pp. 195-209.
2. Al-Jarf, Reima Sado. (2001). *Text Structure Instruction In Junior And Senior High School Reading Textbooks*. 8th Yearbook of the Saudi Educational and Psychological Association (Letter date: 23/9/1421H).
3. Al-Jarf, Reima Sado. (2001). *A Model for A Training Program For Developing College Faculty Computer Skills and Computer Utilization In Language Teaching, Translation And Research Based On Their Instructional And Occupational Needs*. Center for Research. Center for University Students. King Saud University. (Letter date: 3/3/1422H).
4. Al-Jarf, Reima Sado. (1999). *Electronic Dictionaries in ESL classrooms*. TESOL Arabia '99. 5th Annual Conference 'Teaching Learning and Technology', Conference Proceedings Vol. IV. Pp.42-51.

C) Papers That Have Been Refereed and Published or Accepted for Publication by University Research Centers:

– _____
– _____

D) Refereed Books Which Include Textbooks, Scientific References, Edited Classical Books, and Translated Books:

– _____
– _____

E) Patents:

– _____
– _____

F) Creative Works::

– _____
– _____

PART THREE

Research Work Not Submitted for Consideration for Promotion: (Only to be mentioned without enclosing):

A) Papers Published Prior to Obtaining the Ph.D. (if any):

– _____
– _____

B) Papers Extracted from Master’s or Ph.D. Theses (if any):*

– _____
– _____

- In the event that no papers extracted from Master’s or Ph.D. Theses are included in the research work submitted for promotion, please check here [X].

C) Other Unrefereed Works:

1. Al-Jarf, Reima Sado. (2001). *Reading Lesson Design In Junior And Senior High School Reading Textbooks In Saudi Arabia*. (sent to Journal)
2. Al-Jarf, Reima Sado. (2001). *Relationship Between oral Reading, Listening and Spelling Abilities of ESL Students*. (sent to journal).
3. Al-Jarf, Reima Sado. (2001). *Causes of Spelling Errors of ESL Arab Students*. (sent to journal).
4. Al-Jarf, Reima Sado. (2001). *Listening-spelling Strategies of ESL Freshmen Students*. (sent to journal).
5. Al-Jarf, Reima Sado. (2001). *Phonological and Orthographic Problems in ESL Arab College Spellers*. (sent to journal).
6. Al-Jarf, Reima Sado. (2001). *Word Order in English-Arabic Translation* (sent to journal).
7. Al-Jarf, Reima Sado. (2001). *Bridging the Gap Between Teacher and Learner in Liaison Interpreting*.

D) Papers Published While Working as Assistant Professor: (for those applying for promotion to Full Professor rank)::

1. Al-Jarf, Reima Sado. (1994). *Analysis Of First, Second And Third Grade Students' Errors In Word Identification In Saudi Arabian Elementary Schools. Journal of Contemporary Education; Cairo; 9, 61, pp. 88-147.*
2. Al-Jarf, Reima Sado. (1994). An ESP Program Model For Graduate Students At King Saud University Based On Their Academic And Occupational Needs. *King Saud University Journal: Educational and Islamic Studies, 6, 1, pp 67-95.*
3. Al-Jarf, Reima Sado. (1992). *Classification Of Word Identification Exercises In Elementary School Basal Readers.* Third Year Book of the Saudi Educational and Psychological Association. pp.71-108
4. Al-Jarf, Reima Sado. (1989). *Classification Of Reading Comprehension Questions In Elementary Basal Readers In Saudi Arabia.* Center for Educational Research, King Saud University.

D) Other Refereed and Published Research Work Not Submitted for Promotion:

1. Al-Jarf, Reima Sado. (2001). *Requirements of Transition From Traditional to eLearning.* Proceedings of the 13th Annual Conference of the Egyptian Association for Curriculum and Instruction. Cairo, July 24-25. Vol. I, pp.157-170.
2. Al-Jarf, Reima Sado. (1995). *An Arabic Word Identification Diagnostic Test For The First Three Grades.* Center for Educational Research. College of Education. King Saud University.

PART FOUR

Employment and Administrative History. (Dates should be specified by: D/M/Y)

1) Employment History (in Descending Order—Last Given First):

1. Associate professor, Department of European Languages and present Translation, College of Language and Translation, King Saud University, Riyadh, Saudi Arabia 18/5/1415H – date).
2. Assistant professor, Department of European Languages and Translation, College of Language and Translation, King Saud University, Riyadh, Saudi Arabia (13/9/1407 –18/5/1415H).
3. Teacher of English as a foreign language at the Fifth Junior (1976-1981).

2) Administrative Assignments (in Descending Order):

1. Deputy Director, Center for European Languages and Translation, King Saud University, Riyadh, Saudi Arabia (1991-1992).
2. Graduate College vice-dean, King Saud University (1989-1991).

3) Scholarships and Awards (if any):

- Sabbatical leave for a year starting Spring 2002 to end of Fall 2002.
- Sabbatical leave in the USA for the academic year 1992-1993.

PART FIVE

Participation in Conferences, Symposia and Other Activities:

- 1) Participation in conferences and symposia other than those mentioned in PART TWO/B. Please give names, dates, places, and your mode of participation in them:

A) Conferences:

Papers Presented At Conferences

1. Al-Jarf, Reima Sado. (2001). *Requirements of Transition From Traditional to eLearning*. Paper to be presented at of the 13th Annual Conference of the Egyptian Association for Curriculum and Instruction. Cairo, July 24-25.
2. Al-Jarf, Reima Sado. (2001). *Issues in Translation Assessment*. Paper presented at the 5th CTELT Annual Conference "Teaching, Learning and Assessment", Dubai, United Arab Emirates, May 9-10.
3. Al-Jarf, Reima Sado. (2001). *Barriers to Internet Integration in ESL Instruction*. Paper presented at the TESOL Arabia 2001 Conference, Dubai, United Arab Emirates, 14-16.
4. Al-Jarf, Reima Sado. (2000). *Interlanguage In English-Arabic Translation*. Paper presented at the First Annual Conference of the Association of English, Translation and ESL Professors At Arab Universities. Amman, Jordan, August 28-30.
5. Al-Jarf, Reima Sado. (2000). *Bridging the Gap Between Teacher and Learner in Liaison Interpreting*. Paper presented at TESOL Arabia' 2000 Conference, "Bridging the Gap Between Teacher and Learner". Al-Ain, United Arab Emirates, April 12-14.

6. Al-Jarf, Reima Sado. (1999). *Listening-Spelling Strategies of Freshmen Students*. Paper Presented at TESOL Arabia '99 Conference "Unity and Diversity. Al-Ain, united Arab Emirates, March 25-27.

Proposal Votter for Conference:

- Votted 15 CALL proposals submitted for the TESOL 2002 Conference to be held in Salt Lake City, Utah.

Chairing Conference Sessions:

- Chaired a session at the First Annual Conference of the Association of English, Translation and ESL Professors At Arab Universities. Amman, Jordan, August 28-30, 2000.

Organizing Conferences:

1. Participated in organizing the CALL Village, which will be held at the TESOL 2000 Conference.
2. Submitted suggestions for organizing the 13 Annual Conference of the Egyptian Association for Curriculum and Instruction to be held in Cairo, July 24-25, 2001.

Attendance at Conferences:

1. 13th Annual Conference of the Egyptian Association for Curriculum and Instruction. Cairo, July 24-25, 2001.
2. National Educational Computing Conference (NECC). Chicago, USA, June 24-26, 2001.
3. Current Trends in English Language Testing (CTELT) 2001 Conference entitled "Teaching, Learning and Assessment". Dubai, May 9-10, 2000.
4. Attended the Ninth Annual Conference of the Saudi Educational and Psychological Association Entitled "Effect of Extracurricular Activities on the Teaching and Learning Process. May2-4, 2001.
5. First Annual Conference of Academic Publishing. King Saud University. March 19-21, 2001.
6. TESOL Arabia 2001 "Challenges in the New Millennium". Dubai, March 14-16, 2001.
7. TESOL International Conference. Saint Louis, Mo. February 27- March 3, 2001.
8. 16th Saudi National Computing Conference "Learning and the Computer". February 4-7, 2001.
9. First Annual Conference of the Association of English, Translation and ESL Professors At Arab Universities. Amman, Jordan, August 28-30, 2000.
10. Attended the National Educational Computing Conference (NECC) to be held in Chicago, June 25-27, 2000.

11. TESOL Arabia 2000 "Bridging the Gap Between Learner and Teacher". Al-Ain, united Arab Emirates. April 12-14, 2000.
12. Third Desertification and Environment Conference. King Saud University. December 1-4, 1999.
13. The 8th Annual Conference of the Saudi Educational and Psychological Association entitled “ General Grade School Curriculum in Saudi Arabia: Evaluation and Future Perspectives. November 10-11, 1999.
14. TESOL Arabia '99, “Teaching, Learning and Technology”. Al-Ain, United Arab Emirates. March 17-19, 1998.
15. TESOL Arabia '98, “Unity and Diversity”. Al-Ain, United Arab Emirates. March 25-27, 2001.
16. Higher Education in Saudi Arabia. Future Perspectives. Ministry of higher Education, Riyadh. November 22-25, 1998.
17. TESOL Arabia '97: Tradition & Innovation. Al-Ain, united Arab Emirates. March 24-26, 1997.
18. TESOL Arabia '96. Al-Ain, United Arab Emirates. March 13-15, 1996.
19. TARA First Reading Conference. Bahrain, November 14-18, 1994.
20. The 7th Annual Conference of the Saudi Educational and Psychological Association entitled: Private Education in Saudi Arabia. 18-19/7/1418H.
21. The 6th Annual Conference of the Saudi Educational and Psychological Association. Vocational Education and the Future of Development in Saudi Arabia. 17-19/11/1415H.
22. The 4th Annual Conference of the Saudi Educational and Psychological Association. Higher Education in Saudi Arabia: Current Issues and Future Perspectives. 25-27/10/1412H.
23. The 3rd Annual Conference of the Saudi Educational and Psychological Association. Elementary Education and Its Role in Developing The Basic Skills. 20-22/12/1411H.
24. The 2nd Annual Conference of the Saudi Educational and Psychological Association. School Counseling and Psychology. 16-18/8/1410.
25. The 1st Annual Conference of the Saudi Educational and Psychological Association. Progressive Secondary Schools in Saudi Arabia: Current Issues and Future Perspectives. 7-9/8, 1409.

B) Symposia:

Papers Presented At Symposia:

1. Al-Jurf, Reima Sado. (1999). *The University Faculty and Technology*. Center for Research Symposium. Center for University Women Students, King Saud University. November 2-4.
2. Al-Jurf, Reima Sado. (1995). *Teaching Reading to Translation Students*. 2 lectures presented at The TA Training Program Symposium held by the College of Languages and Translation.

3. Al-Jurf, Reima Sado. (1991). *Characteristics of Doctoral Dissertations in Education of Saudi Students Who Graduated From the United States Between 1969-1985*. Center for Research Symposium Series.
4. Al-Jurf, Reima Sado. (1989). *Criteria for Evaluating Graduate Programs*. Second Annual Symposium of the Graduate College. King Saud University.
5. Al-Jurf, Reima Sado. (1988). *Arabic Emphatic Sounds*. Graduate Symposium Series. Center For University Students, King Saud University.
6. Al-Jurf, Reima Sado. (1987). *Some Factors Affecting ESL Learning in Saudi Arabia*. CELT Symposium Series. Center For University Students, King Saud University.

Symposia Attended:

1. Dr Gene Carter (2001). *Curriculum Development*. American Embassy. Riyadh. April 24.
2. Dr Badr Al-Badr (2001). *Electronic Commerce*. College of Administrative Sciences Symposium Series. April 8.
3. First Annual Symposium on *Academic Publishing*. King Saud University. March 19-21, 2001.
4. *Private Higher Education Institutes in Saudi Arabia*. College of Education, King Saud University. February 12-13, 2001.
5. Dr Sadiyya Al-Ameen. *Translation As Viewed by Contemporary Studies*. February 10, 2001.
6. The Future of Education In the Arab World. King Abdul-Aziz Public Library, Riyadh. November 21-23, 2000.
7. 46th Monthly Meeting of the Saudi Educational and Psychological Association entitled: *Psychological and Social Issues of Working Women*. 29/12/ 1420H.
8. Dr Alan Kay. 3 Lectures. College of Education Symposium Series. 1420H.
9. *University Faculty Development*. Center for Research. Center For university Center. King Saud University. November 2-4, 1999.
10. 3 lectures by Dr Gerhard Nickel. College of Languages and Translation Symposium Series. 1997.
11. Lecture by Dr Attiya Tamman. College of Languages and Translation Symposium Series. 1996.
12. *Saudi Women and 100 Years of Development*. Center for Research. Center For university Center. King Saud University. March 8-9, 1999.
13. A Symposium on *Teaching Practicum*. College of Education. King Saud University. (1997).
14. 37th Monthly Meeting of the Saudi Educational and Psychological Association entitled: *The University Professor: Rights and Responsibilities*. 29/11/1417H.

Chairing Sessions at Symposia:

1. *Saudi Women and 100 Years of Development*. Center for Research. Center For university Center. King Saud University. March 8-9, 1999.

Organizing Symposia:

1. Organizing Committee for the University Faculty Development Symposium held by the Center for Research. Center For university Center. King Saud University. November 2-4, 1999.
2. Writing the Recommendations and Developing the Evaluation Form for the University Faculty Development. Center for Research. Center For university Center. King Saud University. November 2-4, 1999.
3. Reviewing some research papers submitted to the Symposium on “University Faculty Development”. Center for Research. Center For university Center. King Saud University. November 2-4, 1999.
4. Reviewing papers submitted to the Symposium on “*Saudi Women and 100 Years of Development*”. Center for Research. Center For university Center. King Saud University. March 8-9, 1999.
5. Organizing and supervising Second Graduate College Symposium entitled “Evaluating Graduate Programs (women section). King Saud University (1989).

2) Other Activities:

A) Membership of Scientific Associations:

1. Association of English and Translation University Professors At Arab Universities (APETAU).
2. Egyptian Association fro Curriculum and Instruction.
3. Saudi Educational and Psychological Association.
4. The Arabic Reading Association (TARA).
5. American Association of Teachers of Arabic (AATA).
6. American Translators Association (ATA).
7. **National Educational Computing Association (NECA).**
8. International Reading Association (IRA).
9. American Council on The Teaching of Foreign Languages (ACTFL).
10. Teachers of English to Speakers of Other Languages (TESOL).
11. International Association of Teachers of English (IATEFL).
12. TESOL Arabia.
13. National Geographic Society.
14. Linguistlist (on the internet).

B) Committees:

1. Permanent Committee of the First University and Community Week, Center for University Women Students (Humanities and Health Sciences campuses), KSU (1417/1418).
2. Permanent Committee of the First University and Community Week, Center for University Women Students (Humanities campus), KSU (1417/1418).
3. Development and Studies Committee. Center for university Women Students (1997/1998).
4. Faculty Recruitment Committee Chair (191-1996).
5. Reading Coordinator (1995).
6. T.A. Training Program Committee (1995).
7. Translation Program Committee chair (1994).
8. Graduate Students Affairs Committee, Graduate College, KSU, (1990-1991).
9. Graduate Symposia Committee, Graduate College, KSU (1410-1411).
10. Final Examinations Committee (1411).

C) Councils:

1. Research Center Council. Center for University Women Students. KSU (1998-present).
2. Research Center Council. Center for University Women Students. KSU (1990-1991).
3. Council of Deputy Chairs. Center for university Women Students. KSU (1991).

3) University and Community Service:

1. To give lecture on “*Study Skills*” To students at the Center for university Women Students, KSU, October 16 , 2001.
2. Developing the College of Languages and Translation admission test (1999).
3. Cultural Extracurricular Activities and Open Day Coordinator (1419).
4. Social and Cultural Extracurricular Activities and Open Day Coordinator (1419).
5. Gave Orientation lecture about Career Day, supervising Career Day Functions, The Exhibits held during the First University and Community Week (1418H).
6. Participated in the panel discussion about university colleges, held during the second University and Community Week (1418/1419).
7. Senior Consultant for the Basic Skills National Project sponsored by KACST
8. Evaluating 4 research projects submitted to KACST.

9. Refereeing research papers for The Arab Bureau of Education for the Gulf States.
10. Refereeing research papers for the Center for Educational Research, College of Education, KSU.
11. Refereeing translated books for the Center for Translation, KSU.
12. Reviewing research papers for the Research Center, Center for University Women Students, KSU.
13. Evaluating the reading program at Riyadh Najd Schools..
14. Evaluating the ESL program at King Faisal Schools in Riyadh.
15. Served as an external examiner for M.A. theses at KSU, Om Al-Qura University, and King Faisal University.
16. [Translated a historical research paper written by Gene Heck from English into Arabic for Shaikh Hamad Al-Jasser \(1997\).](#)
17. Supervised the translation project of 18 students at the College of Languages and Translation.
18. Academic advisor for 69 students.
19. Wrote 3 articles entitled “*Memoirs Of A Visiting Professor* “. Risalat Al-Jami’aa, Fall 2000
20. Wrote an article entitled “*Children With Reading Retardation*”, Risalat al-Jami’aa, 561, 24/11/1415J.
21. Evaluated the *Diploma and B.A. Translation Programs* of the College of Languages and Translation (1994).
22. Translated “*The learning Book*” (1990).
23. Edited and organized the *Graduate College Catalog* (1989).
24. Wrote a series of 26 articles for Risalat al-Jami’aa entitled: *How To Use The Library Resources*. 374-399, 1989.
25. Suggested and wrote Script for Educational videos on *How To Use He Library Resource*. (1989).
26. Requested by former Vice President Dr Humoud al-Badr to evaluate a writing textbook entitled “*Words of Wisdom in Folly*”.
27. Requested by former Vice President Dr Humoud al-Badr to prepare *a model for a Media Center at the Center for University Women Students*, KSU (1988).
28. Wrote an article entitled “*Lack of Creativity in the Arab World*”. Risalat AL-Jami’aa, 380, 3/4/1409H.
29. *Utilizing Action Research By The Different Social Groups*. Al-Bilad Daily Newspaper, 9877, 1/10/1989).
30. *Student Research Papers*. Al-Riyadh Daily Newspaper, 7669, 19/11/1409H.

International Services

1. English for Specific Purposes SIG, TESOL International.
2. CALL SIG, TESOL International.
3. Research SIG, TESOL Arabia.
4. Participated in Evaluating the ACTFL Standards for learning foreign languages.
5. Evaluating the services provided by TESOL organization.
6. To participate in the INTERSECT Digital book project carried out by the University of Oregon.

PART SIX
TEACHING LOAD

Teaching Load for the last four academic years including the semester in which the Faculty Member is applying for promotion: (Information on teaching load and others should be checked by the Department Chairman. Summer Term is excluded).

<u>Semester</u>	<u>Teaching Load</u>
Spring 2000/2001	12 hours
Fall 2000	12 hours
Spring 1999/2000	12 hours
Fall 1999	12 hours
Spring 1998/1999	12 hours
Fall 1998	12 hours
Spring 1997/1998	12 hours
Fall 1997	12 hours

Teaching Load and Courses Taught In the Past 4 Years

<i>Semester</i>	<i>Courses</i>	<i>Hours</i>	<i>Sections</i>	<i>Total</i>
Spring 1421/1422	Writing1	4	2	8
	Grammar1	2	2	4
	<i>Teaching Load</i>	-	-	12
Fall 1421	Writing1	4	2	8
	Grammar1	2	2	4
	<i>Teaching Load</i>	-	-	12
Spring 1420/1421	Petroleum Trnslation	2	1	2
	Dictionalry Skills	2	1	2
	Liaison Interpreting2	2	2	4
	Project	2	4	4
	<i>Teaching Load</i>	-	-	12

Academic Council – Application Form for Promotion of Faculty Members

Fall 1420	Stylistics	3	2	6
	Dictionary Skills	2	1	2
	Liaison Interpreting1	2	1	2
	Liaison Interpreting2	2	1	2
	<i>Teaching Load</i>	-	-	12
Spring 1419/1420	Stylistics	3	2	6
	Liaison Interpreting1	2	2	4
	Liaison Interpreting2	2	1	2
	<i>Teaching Load</i>	-	-	12
Fall 1419	Stylistics	3	2	6
	Physical Translation	2	2	4
	Liaison Interpreting2	2	1	2
	<i>Teaching Load</i>	-	-	12
Spring 1418/1419	Vocabulary Building1	3	2	6
	Writing3	3	1	3
	Speaking3	3	1	3
	<i>Teaching Load</i>	-	-	12
Fall 1418	Vocabulary Building1	3	3	6
	Listening2	3	3	6
	<i>Teaching Load</i>	-	-	12

Courses Taught

- | | |
|---|---------|
| 1. Reading for Pre-science | 5 hours |
| 2. Reading for Premedical Students | 9 hours |
| 3. English for Geography Doctoral Students1 | 3 hours |
| 4. English for Geography Doctoral Students2 | 3 hours |
| 5. Reading1 (Diploma students) | 4 hours |
| 6. Reading2 (Diploma students) | 4 hours |
| 7. Reading3 (Diploma Student) | 3 hours |
| 8. Reading4 (Diploma students) | 3 hours |
| 9. Reading1 (B.A. students) | 4 hours |
| 10. Reading2 (B.A. students) | 4 hours |
| 11. Listening for pre-science students | 1 hour |
| 12. Advanced Listening for pre-medical students | 2 hours |
| 13. Listening2 (diploma students) | 3 hours |
| 14. Listening2 (B.A. students) | 3 hours |
| 15. Listening3 (B.A. students) | 3 hours |
| 16. Vocabulary Building1 (Diploma students) | 3 hours |
| 17. Vocabulary Building1 (B.A. students) | 3 hours |
| 18. Vocabulary Building3 | 3 hours |

Academic Council – Application Form for Promotion of Faculty Members
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19. Medical Terminology	2 hours
20. Greek and Latin Roots	3 hours
21. Bilingual Dictionaries and Lexicography	3 hours
22. Dictionary Skills	2 hours
23. Speaking ³	3 hours
24. Grammar ¹	2 hours
25. Language Structures	3 hours
26. Writing ¹	4 hours
27. Writing ³	3 hours
28. Essay writing	3 hours
29. Principles to Translation	3 hours
30. English Terminology	3 hours
31. Varieties of English	3 hours
32. Semantics	3 hours
33. Contrastive Analysis	3 hours
34. Stylistics	3 hours
35. Consecutive interpreting	2 hours
36. Liaison interpreting ¹	2 hours
37. Liaison interpreting ²	2 hours
38. Machine Translation	2 hours
39. Translation of Texts from English into Arabic and Vice versa	3 hours
40. Translation of Physical Science Texts	3 hours
41. Translation of Medical Texts	3 hours
42. Translation of Engineering Texts	2hours
43. Petroleum Translation	2 hours
44. English/Arabic and Arabic/English Translation	3 hours
45. Translation Project	2 hours

Computer and Internet Skills:

1. I have 2 coursesites for the Writing and Grammar courses that I teach to Level I students: One is with www.balckboard.com and the other with *yahoo geocities*.
2. Using Course authoring software like: *Author Plus, Macromedia Authorware, Hot Potatoes*.
3. Using the following search engines: *America-On Line, Yahoo Google, Excite, Alta Vista, Lycos, About.com, Ditto, Mamma, Northern Lights, Netscape Net Search, Got Network, Look Smart, Snap.com, HotBot, Octopus, Magellan, InferenceFind, WebCrawler, DogPile, Mednets, InvisibleWeb, Internets, The BigHub, WebDAta, Beaucoup, Direct Search, Virtual Search, Search IQ, ZdNet, MetalQ, About.com-, Web Search, Search and Submit, FinderSeeker, Search Power.com*
4. Expert on ESL, translation, linguistics, and education sites.
5. Designing homepages and websites.

Academic Council – Application Form for Promotion of Faculty Members

6. Searching the following databases: ERIC, AskERIC, MLA, Psycinfo, PsycLit, *Dissertation Abstracts, Medline, WebMD, Linguistics and Language Behavior Abstract (LLBA), Linguistics Abstracts Online (LABS), Linguistlist, Sociological Abstracts, Wilson Web, EconoLit, Cambridge Scientific Abstracts Databases, Silverplatter databases, WebSpirs Databases.*
7. Using the following statistical packages: *SPSS, Systat, Mynstat, Statview.*
8. Using translation software *such as French Assistant.*
9. Using ESL CD's.
10. *Using the following Mac and IBM software: Microsoft Word, Excel, Powerpoint, Frontpage, Publisher, Photodraw, Outlook, Access, Wintext, McPhonetics, LaserIPA.*
11. Using the university registration systems.
12. Searching the library computerized card catalog at many universities.

Name of Applicant: _____

Signature of Applicant: _____

Date: / / Hijra

 / / Gregorian

PART SEVEN

For official Use Only

يكتفى بالنموذج باللغة العربية

Academic Council – Application Form for Promotion of Faculty Members