SH. A.

أكاديميــة الشـــروق

المعلومات وتكنولوجيا للحاسبات العالى المعهد
القاهرة ـ الشروق مدينة
شعبة علوم الحاسب

Course specification

Course Code: H 102

Course Title: creative thinking and communication skills

Academic Year: /

Course specification
(H 102- Creative Thinking and Communication Skills)

Course Outline	
Faculty:	*HICIT- (**Higher Institute for Computers & Information Technology**-El Shorouk Academy)*
Programme(s) on which the course is given:	Undergraduate program in Computer Science
Major or minor element of programme:	Compulsory
Department offering the program	Department of Computer Science
Department offering the course:	Department of Computer Science
Level	first level
Date of specification approval	DD/MM/YYYY

Basic Information			
Code: **H 102**	*Title :*	**Creative Thinking and Communication Skills**	
Prerequisites:			
Weekly Hours:			
Lecture: 2	**Exercise: 0**	**Practical:** 0	**Total:** 2 credit hours

Professional Information

Course Aims:

This course is designed to provide students with a comprehensive understanding of creative thinking, communication, and the integration of modern technologies. Through a combination of theoretical concepts and practical applications, students will develop the skills and knowledge needed to effectively communicate in diverse contexts, manage business functions, and leverage modern technologies for communication purposes. Additionally, students will explore contemporary topics such as conflict management and diversity in communication.

After completing this course students must be able to:

1. - To identify critical thinking and idea generation skills through the investigation of theories and case studies
2. To generate or select innovation and change ideas
3. To apply practical, critical and creative thinking skills within a variety of academic assignments
4. To recognize the characteristics of critical and creative thinking and their application in the personal, academic and workplace setting
5. To communicate in writing and/or through oral presentation innovative and creative ideas

Program ILOs Covered by Course			
Knowledge and understanding	**Intellectual Skills**	**Professional and practical skills**	**General and Transferable skills**
A1, A8, A10	B1, B10, B 15	C7, C 8, C 12, C17	D1, D2, D3, D7, D10, D12

Intended learning outcomes of course (ILOs)

a. Knowledge and Under-Standing:

a1. Define creative thinking and its importance in various aspects of communication.
a2. Explore different creativity models and their applicability in problem-solving and innovation.
a3. Define communication and its role in interpersonal, intercultural, and organizational contexts.
a4. Understand the role of communication in conducting interviews, meetings, negotiation, and intercultural interactions.
a5. Explain the key concepts of communication, including encoding, decoding, feedback, and noise.

b. Intellectual Skills:

b1. Compare and contrast vertical and parallel thinking approaches.
b2. Analyze when each thinking mode is most appropriate in different situations.
b3. Distinguish between written and oral communication, and understand the significance of non-verbal communication and body language.
b4. Analyse conflict management strategies in communication contexts.
b5. Evaluate the effectiveness of creative thinking tools in problem-solving scenarios.

c. Professional and practical skills

c1. Develop innovative approaches to engage and communicate with employees.
c2. Use creativity models to generate innovative solutions in business contexts.
c3. Develop strategies for improving metacognition to enhance decision-making and problem-solving skills.

d. General and transferable skills

d1. Engaging in class discussions will foster the development of communication, teamwork, and cultural competence skills, as students exchange diverse perspectives and ideas.
d2. Deliver presentations to demonstrate their ability to communicate ideas persuasively and adapt their communication style to various audiences.

d3. Collaborative group activities will encourage students to work together effectively, enhancing their teamwork, leadership, and conflict resolution capabilities.

d4. Working on case studies will allow students to showcase their critical thinking abilities by evaluating complex situations and proposing solutions.

Contents		
Topic	**Contact Hours**	
	lecture	**Lab**
Fundamentals of creative thinking	2	0
Creativity models	2	0
Vertical thinking vs parallel thinking	2	0
Vertical and lateral thinking approaches.	2	0
Creative thinking tools	2	0
Meta-cognition (thinking)	2	0
Concepts and definitions of communication	2	0
Communication effects on management and business functions (How to get through Interview, Conducting meeting, Interpersonal communication, Negotiation skills, Intercultural communication)	2	0
Communication levels, Components, and processes	2	0
Communication models and theories	2	0
Communicating with diverse audience (how to translate theories into complete strategies)	2	0
Communication types (Written, Oral,..) and body languages	2	0
Communication VS Correspondence	2	0
Common correspondence tools	2	0
Creative methods to contact employees.	2	0
Communication and modern technologies: HTML5, Hologram, Virtual Reality, and Augmented Reality	2	0
recent topics (conflict management, diversity)	2	0

Teaching and learning methods	
Teaching and learning methods	**Used**
Lectures	√
Exercises	√
Discussions.	√
Self – Learning (Reading material, Websites search,)	√

Self-studies	√
Group work	√
Presentation	√
Problem solving/problem solving learning based	√
Case study	√
Synchronous E-Learning	√
Video lectures	-
Asynchronous E-Learning	-

Student assessment methods & Schedule		
Methods	**Used**	**Week#**
Midterm Exam	√	**8**
Final Exam	√	**16**
Presentation	√	**3-14**
Course Work & Quizzes	√	**2-14**
Case study	√	**15**

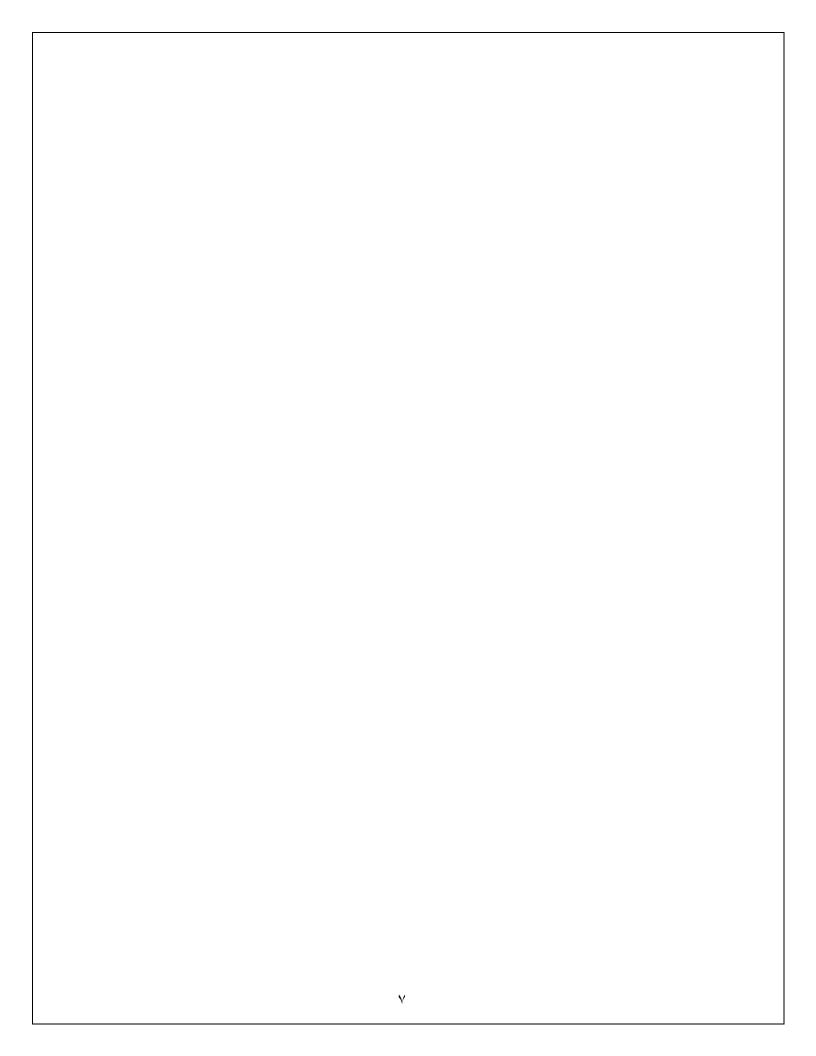| Assessment Weight	
Assessment	Weight %
Mid Term Exam	15%
Presentations	15%
Final Exam	60%
Course Work & Quizzes	10%
Total	100%

Course Work &Quizzes
Short Exams, Assignments, Research, Reports, Presentations
Class discussion

List of references	
Essential books (textbooks)	- Rezaei, Nima, (2023), Integrated education and learning, Springer International Publishing. - De Bono, Edward (2015), Lateral Thinking: Creativity Step by Step.
Course notes	E-Learning Portal

Recommended books	- De Bono, Edward (1993), Serious Creativity: Using the Power of Lateral Thinking to Create New Ideas.
Periodicals, website	
Videos link	

Required Facilities		
Tools & SW (Technology facilities):	– Microsoft TEAMS to create virtual classrooms for lectures, discussions. – Academy Portal (MOODLE) to make electronic quizzes and electronic midterm exam. – Academy Portal (MOODLE) to upload assignment. – Academy portal (MOODLE) to upload electronic material.	
Teaching facilities:	Whiteboard	√
	Data show	√
	E-Learning	√
	Videos	√
	Website	√

Course Coordinator: (   )
Head of Department: Dr. Ahmed El-Abbassy (   )
Date: --/--/2023