

Undergraduate Programme Specification

2022-2023



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BACHELOR OF BUSINESS ADMINISTRATION IN INTERNATIONAL HOSPITALITY MANAGEMENT

PROGRAMME DETAILS

PROGRAMME CODE	27.BA.0836
PROGRAMME NAME	BACHELOR OF BUSINESS ADMINISTRATION IN INTERNATIONAL HOSPITALITY MANAGEMENT
CIP CODE	52.0999
DEPARTMENT	Hospitality Management
AUTHORING TEAM	Faculty
DELIVERY MODE	On-campus

ACCREDITATIONS

Ministry of Education, UAE

Initial Programme Accreditation	12 September 2001
First Reaccreditation	2006
Second Reaccreditation	17 March 2011
Third Reaccreditation	14 July 2015
Fourth Reaccreditation	07 March 2021
Fifth Reaccreditation	2024 (exact date to be determined)

Institute of Hospitality, UK

Initial Programme Accreditation	November 2010
First Reaccreditation	November 2015
Second Reaccreditation	November 2020
Third Reaccreditation	2025 (exact date to be determined)

International Centre of Excellence in Tourism and Hospitality Education, Australia

Initial Programme Accreditation	2010
First Reaccreditation	2015
Second Reaccreditation	December 2020
Third Reaccreditation	2025 (exact date to be determined)

DATE OF PREPARATION OF DOCUMENT **25 September 2022**

THE EMIRATES ACADEMY OF HOSPITALITY MANAGEMENT

Vision

To be a world leader in facilitating university level learning, scholarship, and applied research in the fields of tourism and hospitality management.

Mission Statement

To deliver world-class, innovative, industry-relevant education and research in a contemporary, multi-cultural environment to equip the next generation of hospitality business leaders with competencies to succeed in a dynamic world.

Strategic Goals and Objectives

"To promote academic excellence in a professional context" and to:

1. Provide quality education in hospitality and tourism management
2. Creating innovative experiential learning environments conducive to student development.
3. Pursue and produce applied research in hospitality and tourism
4. Fostering partnerships with industry and government bodies and promoting international outreach with recognized universities and institutions.
5. Progressing global recognition for high quality academic programs and graduate employability

Programme Goals

The aim of this degree programme is to develop high quality graduates who will have an exceptional understanding of the environment in which hotel, travel and tourism management take place and the operational and strategic management applications in the international hotel industry. Graduates will have highly developed professional competencies within a strong theoretical and practical framework that enable them to undertake roles requiring creativity, knowledge, critical-thinking, problem-identification, and problem-solving capacities. These capacities will equip the graduates to work and positively contribute to a rapidly evolving, increasingly technological and internationally oriented hotel and tourism industry.

BBA Graduate Profile

In figure 2, we have mapped the EAHM PLO's against QFEmirates descriptors, identifying the knowledge, skill and competence that will allow them, upon completion of the BBA to study at QFEmirates level 8 & 9, for post graduate learning.

- PLO 1. Apply knowledge and skills to design and deliver hospitality services and experiences
- PLO 2. Integrate a broad and coherent theoretical and operational knowledge of hospitality as an interdisciplinary field of research and practice
- PLO 3. Work together with key stakeholders to acquire and convey knowledge and ideas effectively to achieve shared goals in unambiguous contexts
- PLO 4. Reflect on their own conduct and the performance of others to improve their own interpersonal and hospitality operational skills and knowledge
- PLO 5. Reflect on feedback and formulate strategies for continued self-improvement
- PLO 6. Be proficient in the application of digital tools and platforms
- PLO 7. Communicate and work effectively in culturally diverse environments
- PLO 8. Apply cognitive skills to collect, analyse and synthesise information to develop innovative and entrepreneurial solutions for routine hospitality problems
- PLO 9. Apply sustainability best practices in the management of hospitality businesses

PROGRAMME NAME: BACHELOR OF BUSINESS ADMINISTRATION (WITH HONOURS) IN INTERNATIONAL HOSPITALITY MANAGEMENT - BBA																					
PLO Description		Level 7 Descriptors (Bachelor)																			
		Knowledge					Skill				Aspects of Competence										
											Autonomy & Responsibility				Role in Context				Self-development		
		7K1	7K2	7K3	7K4	7K5	7S1	7S2	7S3	7S4	7AR1	7AR2	7AR3	7AR4	7RC1	7RC2	7RC3	7RC4	7SD1	7SD2	7SD3
PLO1	Apply knowledge and skills to design and deliver hospitality services and experiences.																				
PLO2	Integrate a broad and coherent theoretical and operational knowledge of hospitality as an interdisciplinary field of research and practice.																				
PLO3	Work together with key stakeholders to acquire and convey knowledge and ideas effectively to achieve shared goals in unambiguous contexts.																				
PLO4	Reflect on their own conduct and the performance of others to improve their own interpersonal and hospitality operational skills and knowledge.																				
PLO5	Reflect on feedback and formulate strategies for continued self-improvement.																				
PLO6	Be proficient in the application of digital tools and platforms.																				
PLO7	Communicate and work effectively in culturally diverse environments.																				
PLO8	Apply cognitive skills to collect, analyse and synthesise information to develop innovative and entrepreneurial solutions for routine hospitality problems.																				
PLO9	Apply sustainability best practices in the management of hospitality businesses.																				

Figure 1 Mapping BBA PLO's to QFEmirates

Undergraduate Completion Requirements

A student will be conferred a degree when the following conditions are fulfilled:

1. Completed the required credits: one hundred twenty-six (126) credits including Consultancy (CONS401) and Dissertation (DISS490).
2. Successfully passed all the required courses and electives included in the curriculum of the programme of study.
3. They have achieved at least a Grade of C on the Dissertation.
4. Achieved a cumulative grade point average of no less than two (2.0).
5. Not exceeded the maximum period of enrolment.
6. If the student has transferred from another tertiary institution, they must have successfully completed no less than fifty percent (50%) of the total number of credit hours required for graduation at The Emirates Academy of Hospitality Management.
7. The student is in good financial standing with EAHM.
8. The student has submitted all required documentation to the Registrar's Office including official attestations and certificate of equivalencies.
9. The student has completed the full clearance process.

There is no requirement for the Examination Board to produce award lists that conform to the guidelines above. However, where there is major departure from these guidelines, the Board would be required to provide justifications.

The programme consists of forty (40) taught courses, including an Internship, a Consultancy Project and a Dissertation. Most of the courses have a value of three (3) credit hours, whilst the Internship and Consultancy Project have six (6) credit hours each and Dissertation has nine (9) credit hours.

The programme consists of 126 credit hours:

General Studies Requirements	30 credit hours
Management Core Requirements	48 credit hours
Hospitality Core Requirements	33 credit hours
<u>Electives</u>	<u>15 credit hours</u>
126 credit hours	

Refer to policy [03EP03 Undergraduate Completion Requirements](#)

PROGRAMME STRUCTURE

Undergraduate Degree Programme Sequencing

BACHELOR IN BUSINESS ADMINISTRATION (By course name)									
YEAR 1			YEAR 2			YEAR 3			
SEP - TERM 1	JAN - TERM 2	APR - TERM 3	SEP - TERM 4	JAN - TERM 5	APR - TERM 6	SEP - TERM 7	JAN - TERM 8	APR - TERM 9	
English Language for Academic Writing	Hospitality Accounting	Management Accounting*	Undergraduate Internship* (22 weeks)	Innovation & Entrepreneurship	Elective	Introduction to Finance*	Strategic Information Technology Application in Management*	Consultancy Project*	
Introduction to Hospitality and Events Management	Food and Beverage Service	Business Information Systems		Business Ethics	Elective	Research Methods*	Real Estate (Hotel) Finance*		
Front Office Operations	Professional Food Preparation	Culture Courses*		Revenue Management*	Elective	Human Resource Management	Services Marketing*		
Housekeeping Operations	Food and Beverage Business	Principles of Economics		Statistics	Elective	Legal Aspects of Hospitality Industry	Strategic Management	Dissemination*	
Introduction to Marketing	Leadership	Foreign Language		Organisational Behaviour	Elective	International Tourism Management	Foreign Language		
Career Development and Industry Presentations									
15	15	15	6	15	15	15	15	15	126

BACHELOR IN BUSINESS ADMINISTRATION (By course name)									
YEAR 1			YEAR 2			YEAR 3			
SEP - TERM 1	JAN - TERM 2	APR - TERM 3	SEP - TERM 4	JAN - TERM 5	APR - TERM 6	SEP - TERM 7	JAN - TERM 8	APR - TERM 9	
ENGL100	ACNT101	ACNT201*	INTS202* (22 weeks)	FINV001	Elective	FINV001*	COMP301*	CON640C*	
BUIS101	PAB1101	COMP302		ETH101	Elective	MGW301*	FINV401*		
POOP101	CULN101	CULN202, CULT203, CULT204**		REIN001*	Elective	REIN001	MGW301*		
HRCP101	PABM101	ECON201		STAT201	Elective	HLAN401	STAT401	DES480*	
MARK100	LEAD201	Foreign Language		ORIG201	Elective	STAT301	Foreign Language		
COMP301									
15	15	15	6	15	15	15	15	15	126

* Pre-requisite applicable

**Culture Courses are three one(1)-credit courses and are divided into: CULT202 – Islamic Studies; CULT203 – UAE Studies and CULT204 – Cultural Diversity

- Full-Time study mode = 7-15 US Credits; Part-Time study mode = 1-6 US Credits (INTS202 - Undergraduate Internship Term 6 US Credits considered as a Full-Time study mode term)

- Full-time standard study mode allows students to complete programme in 3 years by taking up to a maximum of 15 US credits per term (any students who needs to repeat courses or are on a reduced course load or start in a term other than September, may graduate in up to 4 years on a full-time study mode.)

- The above sequence is applicable for students who are admitted in the September trimester and is the main programme sequence. For students who are admitted in the January or April term, will follow a different programme plan and will most likely to take the Undergraduate Internship in the April Certain courses maybe offered more than once, depending on the student number and need of students.

Curriculum

Course Code	Course Title	Credit Hours	*Co/Pre-Requisite
1. General Education Requirement			(30 credit hours)
ENGL100	English Language for Academic Writing	3	
CULT204	Cultural Diversity	1	
CULT202	Islamic Studies	1	
CULT203	UAE Culture and History	1	
ETHS301	Business Ethics	3	
ACNT101	Hospitality Accounting	3	
COMP102	Business Information Systems	3	
RESH301	Research Methods	3	STAT201
STAT201	Statistics	3	
ECON201	Principles of Economics	3	
	Foreign Language(s)	6	
2. Management Core Requirements			(48 credit hours)
ACNT201	Management Accounting	3	ACNT101
CONS401	Consultancy Project	6	RESH301
DISS490	Dissertation	9	RESH301
FINN301	Introduction to Finance	3	ACNT201
HLAW401	Legal Aspects of Hospitality Industry	3	
HRMT301	Human Resources Management	3	
MRKT101	Introduction to Marketing	3	
LEAD101	Leadership	3	
ORGB201	Organisational Behaviour	3	
INEN301	Innovation & Entrepreneurship	3	
MRKT301	Services Marketing	3	MRKT101
COMP301	Strategic Information Technology	3	COMP102
	Application in Management		
STMT401	Strategic Management	3	
3. Hospitality Core Requirements			(33 credit hours)
BUSS101	Introduction to Hospitality and Events Management	3	
FABS101	Food and Beverage Service	3	*CULN101
CULN101	Professional Food Preparation	3	*FABS101
FABM101	Food and Beverage Business	3	
FOOP101	Front Office Operations	3	*HKOP101
REVM201	Revenue Management	3	FOOP101
HKOP101	Housekeeping Operations	3	*FOOP101
ITMT301	International Tourism Management	3	
FINN401	Real Estate (Hotel) Finance	3	FINN301
INTS202	Undergraduate Internship	6	FABS101, CULN101, FOOP101, HKOP101
CDIP100	Career Development & Industry Presentations	0	
4. Electives			(15 credit hours)
Students may select from a list of elective courses offered that term			

N.B. Availability of courses depends on the number of students that needs to enrol to a certain course in any given trimester

General Education Programme

The General Education Programme at EAHM includes the equivalent of 30 credit hours of course work throughout the curriculum, that provides a broad-based education and includes at least one course in each of the following:

- a. English language;
- b. Arabic language;
- c. Islamic studies;
- d. UAE studies.

The main purpose of the GEP is to provide students with the fundamental knowledge, skills and competencies that students must have to successfully complete the programme. In addition, GEP courses are designed to promote strong foundation to the students and develop skills in communication, quantitative and qualitative analysis, critical thinking, and information technology and systems.

Programme Learning Outcomes

- PLO 1. Apply knowledge and skills to design and deliver hospitality services and experiences
- PLO 2. Integrate a broad and coherent theoretical and operational knowledge of hospitality as an interdisciplinary field of research and practice
- PLO 3. Work together with key stakeholders to acquire and convey knowledge and ideas effectively to achieve shared goals in unambiguous contexts
- PLO 4. Reflect on their own conduct and the performance of others to improve their own interpersonal and hospitality operational skills and knowledge
- PLO 5. Reflect on feedback and formulate strategies for continued self-improvement
- PLO 6. Be proficient in the application of digital tools and platforms
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- PLO 9. Apply sustainability best practices in the management of hospitality businesses

Language courses:

Students are required to complete six (6) credits of language courses*. The language courses offered are Arabic, French, Spanish and occasionally Mandarin. Arabic language is compulsory for all students as part of their programme of study. Students fluent in Arabic language can gain exemption from the general education Arabic subject through a Challenge Test. Students achieving the minimum required score would be given exemption to the mandatory Arabic language course.

Languages Courses		
Course Name	Course Code	Credit hours
Beginner's Mandarin	MAND100	3
Intermediate Mandarin	MAND200	3
Beginner's Arabic	ARAB100	3
Intermediate Arabic	ARAB200	3
Beginner's Spanish	SPAN100	3
Intermediate Spanish	SPAN200	3
Beginner's French	FREN100	3
Intermediate French	FREN200	3

* Language selection to be published on a term basis (subject to change)

Electives:

See list of 'indicative' electives below (all electives may not be offered) – selection will be confirmed in the Spring of 2023 by the Registry office:

BBA Indicative Electives ** (selection predicted for 2022-2023)

Course Name	Course Code	Credit hours
Special Interest Tourism	SITM301	3
Club and Resort Management	CLMT301	3
Consumer Behaviour	CONB301	3
Destination Management	DEST302	3
Hospitality Design	DSGN303	3
Food and Beverage Management II	FABM202*	6
Food Management & Media*	FMAM301*	12
Restaurant Concept Design	FMAM302	3
Beverage Knowledge and Operations	FMAM303	3
Street Food Project	FMAM304	3
Sustainability in the Hospitality Industry	SUST301	3
Principles of Internal Control*	ACNT301*	3
Introduction to Cruise Ship Management	CRMT301	3
Business Law	BLAW401	3
Quality Management	QUAL301	3
Meetings, Incentives, Conventions and Exhibitions	MICE301	3
Facilities and Installations Management	FACM301	3
Special Project	SPPR301	3

*Pre-requisite applicable

** Electives selection changes on a yearly basis – above selection shows list of indicative electives (subject to change)

SUPPORT FOR STUDENTS AND THEIR LEARNING**PERSONAL TUTORS** (also referred to as Advisors)

All students at EAHM are assigned a Personal Tutor. At all times students can request to meet directly with the Executive Dean or with the Managing Director of EAHM.

The role of the personal tutor is to assist students in understanding and meeting the academic requirements of the programme of study on which they are registered and also to provide an update in regard to EAHM actions as a response to student feedback. Please see EAHM Policy [06ST22 – Academic Advising](#), which is maintained in the Policy Handbook on Moodle.

SCHOOL COUNSELLOR

This Officer, responsible for the general welfare of students. The School Counsellor organizes and / or co-ordinates the following services:

- Counselling service - study skills, time management, personal development, personal counselling

- Access to professional care services (doctors, psychologists, clinics)
- Liaison for Student Council

In the absence of the School Counsellor, students are encouraged and welcome to discuss academic issues and concerns directly with their Personal Tutor or with the Dean. Personal issues may be raised directly with the Dean, Registrar, Programme Manager, or with the Industry Relations and Global Mobility Manager.

UNDERGRADUATE ADMISSION REQUIREMENTS

Admission Requirements

Applicants are required to contact the Admission Office in person, by phone, through the website, or via email. There is an application fee of AED 500 + 5% VAT for the BBA programme at EAHM.

Entrance Qualifications

Applicants may be admitted to the start of a programme of study if they meet the entry requirements for the programme. In general terms students will be assessed on an individual basis. Students quantitative and qualitative application documents are reviewed by the EAHM Admissions Committee on the following principles:

- There should be a reasonable expectation that anyone admitted to a programme of study will be able to fulfil the learning objectives of the programme and achieve the standard required for an award available within the programme.
- The ability to successfully complete and benefit from a programme should be the basic criterion for admission, and this is not necessarily best evidenced by the highest possible entry grades.
- In considering each individual applicant for admission to a programme of study, evidence should be sought of personal, professional and educational experiences that provide indications of ability to meet the demands of the programme.
- The procedures followed should ensure equality of opportunity for all applicants. There shall be no discrimination against any applicant in relation to age, ethnic origin, gender, marital status, nationality, or social class.
- EAHM must satisfy itself that the applicant has sufficient command of the English language to complete satisfactorily the programme of study.
- Admission of a student that is premised upon inaccurate or false statements or documents is null and void upon discovery of such fraud, and any academic credit earned by the student at EAHM is voided.
- The Admissions Committee must follow the admissions requirements as outlined in the Catalogue for the Academic Year applicable to the applicants' admittance term, or to the current Academic year if the Catalogue for future Academic Years have not been published.

Academic entry requirements

EAHM's requirements for undergraduate admission:

- Applicants must hold a recognised and official secondary school certificate
- Applicants are expected to have a CGPA of at least 2.5 on a 4.0 scale (See Catalogue for country-specific entry requirements).

Some examples of minimum requirements:

QUALIFICATION	MINIMUM REQUIREMENT
Ministry of Education (MoE) Curriculum	Advance or Elite Track: 70%
	General Track: 75%
American High School Diploma	Minimum of 18 credits or equivalent, not counting Arabic and Islamic Education with a passing grade of 60% in each subject each year 9-12
British Curriculum (IGSCE/GCSE/GCE) – O/AS/A levels	Successfully complete 5 O level subjects with minimum grade of C plus 2 AS or 1 A level minimum grade of C or higher in all subjects
IB Curriculum	Path 1: Successfully complete the IB Diploma Programme not including Islamic studies to obtain the diploma
	Path 2: Pass minimum of 6 subjects in IB Subject Certificate including Mathematics, English language and one Science subject with minimum score of 3 in each subject and 24 overall score - not including Islamic Studies
Indian Curriculum	CBSE – C-1 minimum overall 6.00 out of 10 (51-60) each year
	ISC – Minimum overall 50 each year

English language requirements:

- Applicants must have a minimum IELTS 5.5 or equivalent score on another standardised, internationally recognised test that is approved (see Catalogue for other test results accepted).

The following scores can be submitted for admissions into the programmes:

Undergraduate	EmSAT	TOEFL*	IELTS (Academic)
English Language Proficiency	1100	500 (173 CBT, 61 iBT)	5.5

**A TOEFL ITP score must be accompanied by a Test of Written English test score of minimum 5.0. A TOEFL ITP score can only be accepted if the test was taken at an approved AMIDEAST testing centre in the UAE and EAHM has the right to request for an alternative test score (TOEFL iBT, IELTS or EMSAT). If a student has submitted a passing EmSAT score, he/she is not required to submit any other form of English proficiency test result (as referred to in the above table).*

The TOEFL Institution Code of The Emirates Academy of Hospitality Management is **7116**. We recommend that students request that their result be sent to EAHM by the Testing

Centre as soon as it is available. Scanned copies of the score certificates can be submitted along with the application documents (original score certificates need to be submitted to EAHM to complete the application prior to programme start). Every certificate received is officially verified and must be valid on the day that the student applies to the programme of study.

SAT Results

If an applicant has completed an American High School Diploma, they are required to submit an SAT score of 500 in Math. The original score sheet must be sent directly to EAHM. The SAT Institution Code of EAHM is **7958**. For more information about the College Board scoring system, please refer to <https://collegereadiness.collegeboard.org/sat/scores/understanding-scores>

Age

To commence their degree programme, students should be aged eighteen (18) or above by the end of the 'academic year of entry'. EAHM will only be able to sponsor student residency visas to students who are eighteen (18) years or above.

Attestations and Certificate of Equivalency

Attestation of academic qualification is an admissions requirement which must be fulfilled prior to the commencement of the Undergraduate study programmes.

Furthermore, a Certificate of Equivalency must be obtained from the UAE Educational Authorities as a requirement for the secondary education (not applicable to students who completed their 12-year secondary education at MoE curriculum schools). The Certificate of Equivalency certifies that the students' prior academic qualification is equivalent to the UAE educational system, which allows the student to complete a degree in an accredited educational institution in the UAE (please refer to the EAHM Attestation Guideline for further information about the general process). All applicants must present their original attested educational documents to the Admissions Office. The team will take official true copies of the documents and return the originals to the students.

Undergraduate applicants must present all transcripts / score certificates with a final diploma (if applicable to curriculum) representation of the final three years of senior secondary schooling. All documents must be submitted in English (even documents received from high schools or universities in the UAE). Only the Certificate of Equivalency from the UAE Ministry of Education or Arabic/Islamic Studies test results can be presented in Arabic.

An applicant who is unable to secure the Certificate of Equivalency at the time of admission will be asked to sign a "Consent to Provide Documents" form, agreeing to secure the equivalency within three months of the commencement of the degree programme. The applicant will be permitted to start his/her studies at EAHM after signing the document.

EAHM is not liable if a student is not able to receive his/her Certificate of Equivalency.

UNDERGRADUATE ADMISSION DOCUMENTATION

All applicants who fulfil the eligibility conditions must process their application and submit through the EAHM website the required documents below:

1. Attested copies of Grade 10th & 12th mark sheets

2. A Statement or Certificate of Completion of secondary school.
3. Original IELTS, TOEFL, or EmSAT
4. Passport-sized photograph
5. Copy of the passport (and Residence Visa, if resident in the UAE).
6. Copy of Emirates ID

The status and details of the application will be updated by the Admissions team members. A physical application file is printed and compiled to be presented to the Admissions Committee. Any scholarship or financial aid applications should be presented along with the applicants' other application documents.

Admissions deadlines are indicated on the website and other printed materials and updated accordingly for easy access to all the concerned stakeholders.

Application Fee

An application fee of AED 500 + 5% VAT is to be paid online via debit/credit card, in cash, by local cheque or via bank transfer. The application fee for students who apply during Open Days/Evenings at EAHM will be waived (subject to Admissions Committee approval).

UAE Nationals

All male UAE National applicants are requested to submit proof of clearance/completion from the UAE National Military Service, which permits them to commence their university studies. Both female and male UAE Nationals must submit a copy of their family book (Kholasat Qaid) or Marsoom when submitting their application documents.

ADMISSIONS PROCEDURE

When considering candidates for Undergraduate admission, the Admissions Committee looks at the entire profile of the candidate including their academic records, work experience, extracurricular activities, test scores and recommendations. Applicants' credentials are evaluated as soon as the application form, with all relevant documentation, is received. The offer letter is normally issued within two weeks of the receipt the completed application.

How to apply?

All applications must be submitted online via the application portal:

www.emiratesacademy.edu or www.eahm.ae

When to apply?

Applications can be submitted at any time during the year, in anticipation of a specific intake. It is advised to start the application process early. Academic intakes are at the beginning of the following months:

September, January, and April.

All applications must be submitted by the following dates:

January Intake	1 Nov
April Intake	1 Feb
September Intake	1 July

Applications received after these dates will only be considered by the Admissions Committee and are subject to places being available on the programme.

Review of application

Applicants may be admitted if they meet the entry requirements for the programme. They will also be assessed on an individual basis. Applications are reviewed based on the following three criteria:

- Academic ability as evidenced by academic achievement to date;
- Proof of adequate proficiency in English; and,
- Suitability for the industry in terms of personal characteristics, commitment, motivation, and knowledge and experience of the industry.

When considering candidates for Undergraduate admission, the Admissions Administrator looks at the entire profile of the candidate including their academic records, work experience, extracurricular activities, test scores and recommendations. The Admissions Administrator will first review the documentation submitted.

Applicant's interview

Once documentation evaluated, the applicant will then be scheduled for an interview with the Programme Manager or a Faculty member. In order to ensure that all applicants have the correct sets of discipline-based knowledge, the interviewer will ask specific questions to gauge the students' awareness of Finance, Marketing, Human Resources, Statistics and other Undergraduate subjects. After the successful interview and positive outcome of the documents review, the Admissions Committee reviews the application.

Admissions Committee *

Dean	Dr Frederic Bouchon
Programme Manager	Mr. Roel Brinkman
Head of Academic Services and Registry	Ms Maureen Ferre
Director of Marketing & Enrolment (non-voting)	Ms Daiane Lager

**The Admissions Administrator will normally attend weekly meetings to take notes and present application files. All application files are to be submitted to the Admissions office for initial review prior to meeting taking place.*

Outcomes of the Admissions Process

There are three possible outcomes:

1. The applicant is successful in achieving all the entry requirements. In this case candidates are offered entry onto their programme of study.
2. The candidate's application is successful, but below the direct entry requirements at EAHM, yet within MoE, UAE entry requirements for Higher Education. In this case, candidates might receive a conditional offer, subject to the Admissions Committee decision.
3. The candidate's application does not meet the MoE, UAE entry requirements, and is not successful.

Upon successfully meeting the admissions criteria, the offer letter is sent to the applicant within two working days.

Conditional Status

Students registered under conditional status will need to adhere to the following:

- maximum of twelve (12) credits (four (4) courses) in the first trimester.
- meets the CGPA of 2.25 at the end of the first trimester
- Do not have any non-academic warnings on file for the first Trimester of their programme of study.

Upon successfully achieving the above, the Conditional status will be lifted by the Exam Board. The student will progress in the second trimester and will be eligible to register for fifteen (15) credits (five (5) courses).

Students who fail to meet the requirements of their Conditional status within the first trimester may be issued a Special Letter by the Exam Board for an approved extension of one to two additional Trimester/s if mitigating circumstances or availability of courses have not permitted the student to increase their CGPA as expected.

Refer to [06ST01 Undergraduate Admissions](#)

RESOURCES AND FACILITIES

The Emirates Academy of Hospitality Management comprises of two buildings. The first building (Phase I) is where some of the classes and most of the administration takes place. There are three (3) classrooms including the innovation hub and one auditorium, which can seat up to one hundred forty-eight (148) people. Also, there is a Student Services Centre, conservatory, training restaurant and a kitchen where the students undertake the practical components of the Food and Beverage courses. The second building (Phase II) is where most of the theoretical courses are delivered. There are eight (8) classrooms and two (2) lecture halls, which can seat eighty (88) people each and the library.

Venue Capacity by type

Venue	Seating arrangement						
	Cocktail Reception	Set dinner	Buffet	Theatre	Classroom	U-shape	Board room
Phase I							
Auditorium	150	100	100	148 tiered	80	36	-
Board Room	-	-	-	-	-	-	10
ICON Restaurant	50	50	40	60	30	20	-
Culinary Lab	Equipped with 10 individual workstations						
Conservatory	60	40	40	-	-	-	-
The Cafe	70	40	50	-	-	-	-
Fountain & Lawn	150	60	50	-	-	-	-
Innovation Hub				30	22	16	18

Classroom 9	-	-	-	30	22	16	
Classroom 10	-	-	-	30	22	16	
Classroom 9 & 10	-	-	-	60	40	30	
Phase II							
Classroom 1, 2, 3	-	-	-	30	24	18	20
Classroom 4, 7, 8	-	-	-	30	24	18	
Classroom 5	-	-	-	30	22	16	
Classroom 6	-	-	-	30	22	16	
Classroom 5 & 6	-	-	-	60	40	30	
Lecture Theater 1, tiered	-	-	-	88	-	-	-
Lecture Theater 2, tiered	-	-	-	88	-	-	-
Roof Lounge*	80	60	40	-	-	-	-
Courtyard*	250	150	150	-	-	-	-
*External caterer	50	30	45				

Student Accommodation

The communal areas encourage a relaxed and informal atmosphere - places to share ideas and enjoy time out. EAHM offers students on-campus accommodation that is modern and spacious. Every studio is 21m² (3m x 7m) of living space, which provides single or twin occupancy. Each studio has a fully equipped kitchen, study area with direct dial telephone and broadband network connection / Wi-Fi, and en-suite bathroom with shower. Air-conditioning, electricity, Internet, TV, bed linen, towels, laundry facilities and gym & pool access are included in the accommodation rent.

Emirates Academy Lodging

Emirates Academy Lodging studios are licensed by DTCM (Dubai Department of Tourism and Commerce Marketing) as guest housing and are composed of 45 units of 21m². These newly refurbished studios consist of 33 Queen and 12 Twin studios that include a fully equipped kitchen, study area with direct dial telephone and broadband network connection / Wi-Fi and an en-suite bathroom with shower. Air-conditioning, electricity, Internet, TV, bed linen, towels and gym & pool access are included in the accommodation rate. EA Lodging rates vary based on seasonality.

Campus Facilities

The clubhouse is composed of a recreation/ social area called *Barza*, the Pool Side Restaurant, "*Ciocolillys*" and is adjacent to the gym. *Barza* offers our students a relaxed facility to hang out and relax, to play pool or to enjoy sports or to watch any of the five major football leagues and other sports that are being broadcasted. Our Pool Side Restaurant offers students and guests a selection of snacks and hot meals, ranging from Salads to Pizzas as well as selection of grab-an-go items for those students with limited time for lunch or dinner.

The campus has comprehensive sports and leisure facilities, including a swimming pool, gym, multi-sports facility and tennis courts, which are available on campus. The multi-sports facility allows EAHM students to use it for basketball, football and volleyball, as well as extended group training sessions such as Yoga. In addition, public beaches are within walking distance of the campus. The numerous sporting clubs and associations in Dubai offer students an opportunity to participate in a wide range of activities off campus too.

This includes the sports and leisure centre at the nearby Jumeirah Beach Hotel and Madinat Jumeirah, where students receive discounted rates on sports classes.



Campus map and legend

- | | |
|--------------------------------|-------------------------------------|
| a. Welcome centre | 1. Main Entrance |
| b. Barza (Student lounge) | 2. Security/Logging gate |
| c. Gym | 3. EAHM reception phase 1 |
| d. Mini Mart | 4. Auditorium |
| e. Prayer room | 5. ICON restaurant |
| f. Attibassi Café | 6. Cafeteria |
| g. Swimming pool | 7. Conservatory |
| h. Tennis court | 8. Academic Suite |
| i. Multi-sports court | 9. EAHM Reception phase 2 |
| j. Innovation Hub | 10. Student Accommodation (F-block) |
| k. Badminton court | 11. Student Accommodation (E-block) |
| l. Pool bar (Ciocolillys café) | |

METHODS FOR EVALUATING THE QUALITY AND STANDARDS OF TEACHING AND LEARNING

Integrated course assessment

The final mark of each course is the weighted average of the final examination mark and the marks on students' assessed coursework during the Trimester.

Each course shall normally be assessed as follows:

- a. No less than forty (40) percent and no more than sixty (60) percent of the mark shall be allocated for the final assessment, including an examination, where a final exam is required
- b. Coursework and assignments shall not account for more than sixty (60) percent of the total grade of the course.

Because of their nature, some courses may be exempted from the regulations. In these cases, the respective Faculty member with the Dean, will approve appropriate methods of assessing the student performance against the learning outcomes.

Students will not be re-assessed (retake, re-sit or re-submit) for any failed assessment components except for the final examination. The final mark as a weighted average can include assessments that received a failing grade; therefore, a student can compensate bad performance in one assessment component by excelling in another.

Mitigating circumstances for coursework extensions or re-submissions must be presented in writing prior to the deadline. The Dean or Assistant Dean will determine the mitigating circumstances and evidence to support these are appropriate. After a student has completed an assessment, no mitigating circumstances will be accepted as grounds for re-assessment since such circumstances should have been reported by the student prior to the assessment submission date, accompanied by a request to be absent or by a request for an extension (in case of course work).

In case of a course being taught by more than one instructor, the Dean shall appoint one of those instructors to coordinate the teaching process, set the exam dates and specify the integrated method for assessing the course.

Coursework

As part of the assessment process students may be required to submit course work. Course work may include mid-term tests. All course work must be submitted as per the instructions given on the assignment and in the course syllabus.

Undergraduate Dissertation

In the final Trimester, students will need to complete their Dissertation. The students will be given one (1) Trimester to complete the Dissertation.

In the event a student wishes to change the supervisor, the student is required to fill the form and send the request to the Dissertation Coordinator, the Programme Manager and Registrar. The change will be examined by the Dissertation Coordinator and Programme

Manager/Dean. The outcome will be notified to the student only once the original supervisor and the desired supervisor convey their written consent on the form.

Dissertations are graded by the respective supervisor and a second marker (usually nominated by the Programme Manager). Should the difference between the supervisor's and second marker's grade be within 10%, the average will be treated as final, unless by mutual consensus, another value is agreed upon. In the event of the grade difference exceeding 10%, the supervisor and the second marker will hold a consultation to identify a 'common ground'. In the event of a lack of consensus, the concerned dissertation will be referred to a third marker. The third marker can call for the original grading reports of the supervisor and second marker. The final grade will be the average of the supervisor's or second marker's grade and the third marker's grade, whichever is closer to the latter.

Reference to the Dissertation Policy

- a. Any extensions can only be approved in writing by the Dean or Programme Manager in liaison with the Dissertation Coordinator, and this will be considered at the next Examination Board Meeting.
- b. Any request for a change of Supervisor must be made by following the process outlined in [03EP09 Dissertation Supervision and Examination](#).

Late submissions

- a. Course assignment or dissertation submitted within twenty – four (24) hours of the original deadline will receive a maximum grade of sixty (60) percent (or the degree worthy designation).
- b. Course assignment or dissertation submitted after twenty – four (24) hours of the original deadline will not be marked and the grade of zero (0) will be recorded.

Course Tests

Tests that take place within the Trimester shall be planned during the scheduled time and day of the class as designated on the official timetable, or during specifically timetabled examination periods, as included in the Academic Calendar.

A student can request to be absent from an announced test based on mitigating circumstances (such as illness or death in the immediate family). The student shall submit the proof of his / her mitigating circumstances in writing to the Registrar and Instructor within seven (7) days of missing the test. If the student's request is accepted, the course Instructor shall arrange for a make- up test for the student before the start of the final examinations. A student who is absent from an announced test (without any acceptable excuse) will receive a grade of zero (0) for the test.

Final Examinations

Examination Regulation

- Reminder: Mobile phones and/or any unauthorized electronic devices are strictly forbidden in the examination site.
- The first ten (10) minutes are designated as reading time. Students may not write during this period.
- During the first ten (10) minutes, a relevant member of faculty will be present to address any ambiguities that may exist in the examination.
- Calculators, if required, will be provided by the invigilator(s).

- No notes or concealed messages are allowed in the room.
- Once the reading of instructions is completed and the examination is started, no students will be allowed to enter the examination site.
- Students will also not be allowed to leave the examination site during the first thirty (30) minutes or during the last fifteen (15) minutes.
- If the fire alarm sounds, this should be initially ignored. However, if it sounds for a second time, evacuation of the building will proceed, and all the examination materials will be left behind.

Every student is expected to review the examination guideline document for further details prior to the exam.

Reading Time

This is the first ten (10) minutes of the exam. Students may ask course related questions to their course tutor during this time. The time does not count towards the length of the exam.

Mitigating Circumstances

Should a student miss the final examination of any course, the student is required to submit proof of mitigating circumstances to be allowed to take a substitute examination during the re-sit examination period. Proof of mitigating circumstances must be submitted within three (3) working days of the exam date. Medical certificates may be subject to verification from the local health authorities. Other acceptable forms of mitigating circumstances may include police reports and letters from parents or sponsors. The decision to accept or reject mitigating circumstances will be made by the Examination Board.

Eligibility to Re-sit, Re-take examinations

Undergraduate students who obtain the grade of Pass Concede (PC), a mark 50-59, and who have a CGPA above 2.00 may be offered a re-sit or re-take opportunity for the final examination. This opportunity may be of several forms:

- a. Re-sit for the examination and the final grade will be based solely upon the examination performance but the marks awarded will be capped at sixty percent (60%).
- b. Repeat the entire course the next time this is offered. The grades receive through repeating the repeated course will replace those originally awarded.

Undergraduate students who have a cumulative GPA of less than 2.00 are not eligible for grade compensation and will not be allowed to sit for the re-take exam. Therefore, any cumulative course-based percentage work (the combination of coursework, examination and other assessments in a course) which is lower than sixty percent (60%) will be awarded a Fail (F) grade, subject for review during the Examination Board meeting.

Undergraduate students who have a Pass Concede grade on a maximum of two (2) courses in any one Trimester may choose to take a re-take examination. A student with more than two (2) Pass Concede in any one Trimester will only be allowed to take the re-sit examination for two (2) courses. Students who fail a course are not eligible to take a re-sit examination and must take the course again.

Re-sit/Retake examination process:

- a. A student who wishes to avail themselves of the retake option must indicate their intention before the start of the next taught Trimester by registering to retake the final exam;
- b. When a student retakes a final examination, the prior coursework and/or final exam grades will be voided and the retake final examination grade will be the grade recorded for the course; and;
- c. The marks that can be allocated for a retake examination will not exceed sixty (60) percent.
- d. A re-take examination fee will apply.

When a student fails the course due to mitigating circumstances (bereavement, illness, etc.) which are recognized and approved by the Examination Board, they may be required either:

- a. To retake the entire course.
- b. To repeat the assessed components they have failed or missed.
- c. To complete a new piece of assessed work that assesses the incomplete learning outcomes.

A student is not eligible to repeat the course or re-sit an exam if he/she passed the course with a grade of C and has achieved a cumulative GPA of two (2.0) or above.

When a student fails more than two courses in a Trimester and has a cumulative GPA of below two (2.0), the student may petition the Faculty/Examination Board to repeat the entire academic Trimester; however, a student may repeat a Trimester only one (1) time during his / her academic program of study. Upon repeating a Trimester, the entire repeated Trimester results will replace the original Trimester results. Repeating a Trimester may necessitate a temporary deferment of studies.

Under exceptional circumstances, a student may petition the Faculty / Examination Board to repeat an entire Academic Year; however, a student may repeat an academic year only one (1) time during his / her academic program of study. Upon repeating an Academic Year, the entire repeated academic year results will replace the original academic year results.

Assessments Feedback

EAHM will provide appropriate feedback on all students' work. This can take the form of written feedback or oral communication between the faculty and the student.

An examination consultation week will be scheduled during the first week of the succeeding Trimester. Students who wish to receive feedback on their examination should make an appointment to see the relevant member of faculty.

Should the student wish to appeal the marks, the student should follow the grade appeal procedure. In this meeting they will be shown their examination paper and the member of faculty will comment on their overall performance. This meeting is a learning event and it is not an opportunity to negotiate over grades.

Refer to Policy [03EP11 Grading and Assessment](#)
[03EP12 Examinations](#)

Teaching methods

EAHM's approach to teaching and learning endeavours to be in alignment with the reality of the Hospitality and Tourism Management phenomenon. This focuses on a balance between equipping students with management competences and the ability to apply them through live experiences. That means that the experiential learning is central in the way students are stimulated and challenged by their trainers to think and process knowledge, in an environment equipped with spaces that allow them to apply their theoretical knowledge & develop solutions to real-life problems, while being actors in their learning. In that sense, a student-centred learning experience is the key to the teaching and learning at EAHM. The teaching methods compromise a combination of lectures, tutorials and practical workshops. Please see EAHM Policy [03EP15 - Teaching and Learning Methodologies](#).

ASSESSMENT PLAN FOR PROGRAMME LEARNING OUTCOMES

The programme learning outcomes are assessed/reviewed on a regular basis and most recent review was conducted in 2019 when all PLOs across all degrees were updated and aligned with the new institution mission statement. All courses implemented course learning outcomes (CLOs) accordingly. Assessments across all courses have been mapped to these PLOs. Modes of assessment are linked to the learning outcomes and deadlines and are shown within the published syllabi. Student assessment includes student works, observations, and points of view, as well as tests. Students are assessed in terms of both the knowledge dimension as well as the cognitive process dimension. The feedback from student assessments is aimed at improving student learning. Please see *Program Schematics*.

INDICATORS OF QUALITY & STANDARDS

The Emirates Academy of Hospitality Management (EAHM) is committed to striving for excellence through effective institutional research that informs all developments and improvements. EAHM constantly monitors and rigorously researches its performance through a systematic process of stakeholder feedback. Quality issues that are identified will then be fully explored to determine the factors generating the issues and that action that can be taken to improve performance.

The process is a dynamic activity that recognises that issues will arise and change over time and that there are no static solutions to assuring quality. This process and approach see quality as something that is defined by the stakeholders and, as these individuals changes, the issues relating to quality will also move.

As EAHM's main stakeholders are the students, we have systematically collected the Student Focused Effectiveness Data through the following mechanism:

- **Course Evaluations** – conducted upon the completion of every class by every student enrolled in the class. During the last few weeks of courses, the QA Unit sends a link to the online survey for each course and visits every class. During this time, the member of faculty running the course is not present in the room. One survey is completed for each course therefore a student taking 5 courses one trimester will complete 5 Course Satisfaction Surveys by the end of the trimester. The course surveys collect data from the students on their satisfaction with the course organisation, the impartment of knowledge, course workload, the effectiveness of the instructor(s), the use of resources, and open ended questions relating to the most liked, or disliked areas of the course and areas of improvement.

The results of this survey are reported to the Managing Director, Dean, Program Manager and the relevant member of faculty. The results are then used during an individual faculty members' performance appraisal. The faculty should reflect on the course feedback and course statistics to then recommend changes for further course development and improvements and submit a course review form as part of the electronic course file submission to the QA Department.

The average target of 3.75 out of a maximum possible score of 5.00 has been set & any faculty member failing to meet this target is reviewed and advised on how to improve. Continuous low scores can result in disciplinary action or even termination.

- **Student Satisfaction Survey** – The International Student Barometer and Student Barometer (ISB-SB), managed by the International Centre of Excellence in Tourism and Hospitality Education (THE-ICE), and facilitated by the International Graduate Insight Group, Student Satisfaction Survey tracks decision-making, expectations, perceptions and intentions of international and domestic students from application to graduation. At the core of the ISB-SB™ is an online questionnaire, which has been tailored by THE-ICE for its members. The survey is completed by students across all levels and all years of study. Students respond in confidence to i-graduate. Responses are then analysed and aggregated to deliver comparative insights and reported back in confidence by THE-ICE to each member institution.

The results of this survey are initially presented to the HODs and then cascaded up and down to both the faculty, staff and to the Board of Governors. The content of this survey is reviewed annually by the Dean and QA Unit and outcomes from the student feedback are presented to the study body at the campus meetings.

- **Focus Group Meetings** - The QA Unit will arrange the meeting schedule during Week 4 and 5 of the 12-week term. The focus groups are utilised at EAHM to gather information from students about their experience of EAHM, notably their satisfaction with the academic and social life at EAHM. All students are invited to attend these meetings. The tutor sends the summary of feedback to the QA Manager post meeting and the QA Unit then collates and summarises the data from all meetings, which will then be presented to the HODs for further action. Relevant HODs will be requested to action or respond to feedback, which the QA Manager and Dean will then share back to the student body at relevant meetings.
- **Graduation Destination Survey (GDS)** – After every graduation exam board, students who will be graduating are invited to complete the Graduation Survey. The

survey is given to students to complete 6 months after their final term and is produced by the Ministry of Education. The QA returns the survey results (construction of survey) to the Ministry, after completion. This survey is one of the most comprehensive of all surveys distributed at EAHM, asking students about their overall experience, academic (teaching) experience, EAHM's contribution to competencies, students' planned future careers and job application processes, the support provided by EAHM in finding a job, and if students are pursuing further studies where they are studying. The data is collected via the Ministry survey system and the raw data is shared with the SM-QIR for further analyses, which is then included in the institutional effectiveness reporting to the HODs and Board of Governors.

- **Longitudinal Graduation Destination Survey** – in November 2020, the Ministry of Education introduced the Longitudinal Graduation Destination survey that aimed to provide opportunity to collect graduates' retrospective opinions on the university they have attended and the program they have completed about 3½ years ago. The target graduates for the survey are drawn from the previous GDS respondents. The survey questionnaire is very similar to that of the GDS questionnaire. The primary difference is that the questionnaire routing depends upon whether a graduate self-identified as employed, in further studies, seeking employment or undertaking another activity (others).
- **Evaluation of Course Results and Statistics** – the mean and standard deviations of the grades awarded, per course, are evaluated by the Examination Board. Minutes are kept of this meeting and any set action points are required for courses which fall out of synchronisation with EAHM norms. Typically, the board is looking for an average Grade Point of 3 (75 to 79%) and a standard deviation of about 10. Any actions to be taken are noted by the Head of Registry & Admissions in the minutes. All faculty members are required to include the results when going for their appraisals, must reflect on the results when completing the course review form and when proposing changes to the course plans.
- **SCEM** – Student Council Management Meetings (*SCEM*) are be conducted with Student Council Board and at least four (4) representatives of the EAHM Management, (Director of Operations, QAM / Registry, Program Manager(s), Dean, Industry Relation Officer, and Managing Director), once a trimester, or more if required. Minutes will be taken by the EAHM operations team and are discussed during the faculty meeting and concerned departments and staff members will be informed.

PROGRAM SCHEMATICS

BBAHon CLO-PLO Curriculum Map

MANDATORY								
Year	Course / PLO	Level	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6
1	ACNT101	I						
1	ACNT201	R						
1	BUSS101	I						
1	COMP102	I						
1	CULN101	I						
1	CULT202	I						
1	CULT203	I						
1	CULT204	I						
1	ECON201	I						
1	ENGL100	I						
1	FABM101	I						
1	FABS101	I						
1	FOOP101	I						
1	HKOP101	I						
1	LEAD101	I						
1	MRKT101	I						
2	ETHS301	I & R						
2	INEN301	I & R						
2	INTS202	I & R & M & A						
2	ORGB201	I & R						
2	REVM201	I & R						
2	STAT201	I						
3	COMP301	M & A						
3	CONS401	A						
3	DISS490	A						
3	FINN301	M						
3	FINN401	A						
3	HLAW401	M & A						
3	HRMT301	M						
3	ITMT301	M & A						
3	MRKT301	M						
3	RESH301	R & M						
3	STMT401	A						

Figure 2 PLOs mapped to BBA Mandatory Courses

ELECTIVES								
Year	Course / PLO	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7
2	CLMT301							
2	CRMT301							
2	CONB301							
2	FMAM302							
2	FMAM303							
2	FMAM304							
2	QUAL301							
2	SITM301							
2	SUST301							
2	FABM202							
2	DSGN303							
2	DEST302							
2	MICE301							
1, 3	ARAB100							
1, 3	ARAB200							
1, 3	FREN100							
1, 3	FREN200							
1, 3	SPAN100							
1, 3	SPAN200							

I - INTRODUCTORY LEVEL: Indicates that the Program Learning Outcome (PLO) is achieved through the specified course at the introductory level, assuming limited or no prior knowledge

R - REINFORCED : Indicates that the Program Learning Outcome (PLO) is reinforced, assuming introduction in a previous course

M - MASTERED : Indicates if the Program Learning Outcome (PLO) is mastered or not, usually assuming introduction/reinforcement in previous courses

A - ASSESSED : Indicates where, within the program, the PLOs are assessed

PLO1: Apply knowledge and skills to design and deliver hospitality services and experiences

PLO2: Integrate a broad and coherent theoretical and operational knowledge of hospitality as an interdisciplinary field of research and practice

PLO3: Work together with key stakeholders to acquire and convey knowledge and ideas effectively to achieve shared goals in unambiguous contexts

PLO4: Reflect on their own conduct and the performance of others to improve their own interpersonal and hospitality operational skills and knowledge

PLO5: Reflect on feedback and formulate strategies for continued self-improvement

PLO6: Be proficient in the application of digital tools and platforms

PLO7: Communicate and work effectively in culturally diverse environments

PLO8: Apply cognitive skills to collect, analyse and synthesise information to develop innovative and entrepreneurial solutions for routine hospitality problems

PLO9: Apply sustainability best practices in the management of hospitality businesses

Figure 3 PLOs mapped to BBA Electives

Assessment mode 2022

2022			PROGRESS SUMMATIVE ASSESSMENT - 1				PROGRESS SUMMATIVE ASSESSMENT - 2				FINAL SUMMATIVE ASSESSMENT			
	Course code	Level	Week	Individual /Team	Weighting	Type	Week	Individual /Team	Weighting	Type	Week	Individual /Team	Weighting	Type
YEAR 1	ACNT101	I	4	IND	30%	Quiz	6	IND	30%	Quiz	12	IND	40%	Quiz
	BUSS101	I	4	IND	40%	Business analysis	6	TEAMS	40%	Business plan and presentation	11	TEAMS	20%	Presentation
	COMP102	I					6	IND	40%	Business report	12	TEAMS	60%	Product launch
	CULN101	I	Continuous	IND	60%	Soft skills, Professionalism					12	TEAMS	40%	Course Workbook
	ENG103	I	5	IND	40%	Course Workbook	9	IND	30%	Essay	12	TEAMS	30%	Presentation
	FABM101	I	4	IND	30%	Quiz	7	TEAMS	40%	Course Workbook	12	IND	30%	Test exam
	FOOP101	I	5	TEAMS	60%	Soft skills, Professionalism					12	IND	40%	Test exam
	HKOP101	I	Continuous	IND	20%	Soft skills, Professionalism	7	TEAMS	40%	Presentation	11	IND	40%	Reflection report
	LEAD101	I	5	IND	40%	Essay	7	TEAMS	30%	Business report	12	IND	30%	Test exam
	MRKT101	I	5	IND	30%	Business report	7	TEAMS	40%	Business plan and presentation	12	IND	30%	Quiz
YEAR 2	CULT201	I									11	IND	100%	Business report
	CULT203	I									12	IND	100%	Presentation
	CULT204	I									12	IND	100%	Presentation
	ACNT201	R	4	IND	30%	Test exam	6	IND	30%	Test exam	12	IND	40%	Test exam
	ECON201	I	4	IND	40%	Article analysis					11	TEAMS	60%	Business report
	INTS202	I & R & M & A												
	ORGB201	I & R	4	IND	40%	Test exam					11	TEAMS	60%	Presentation
	REVM201	I & R	5	IND	40%	Business analysis					11	TEAMS	60%	Business recommendation
	STAT201	I	4	IND	30%	Test exam	7	IND	30%	Test exam	12	IND	40%	Test exam
YEAR 3	ETHS301	I & R	4	TEAMS	10%	Portfolio	7	IND	50%	Test exam	11	TEAMS	40%	Project
	INEN301	I & R	5	TEAMS	40%	Infographic					11	IND	40%	Presentation
	COMP301	M & A	5	TEAMS	60%	Business plan and presentation					12	IND	40%	Business report
	CONS401	A					10	IND	40%	Presentation	12	IND	60%	Business report
	FINN301	M	5	TEAMS	60%	Business analysis					12	IND	40%	Business plan and presentation
	FINN401	A	6	TEAMS	60%	Business analysis					12	IND	40%	Poster
	HRMT301	M	5	IND	40%	Test exam					11	TEAMS	60%	Presentation
	HLAW301	M & A	4	TEAMS	30%	Article analysis	7	IND	30%	Research report	12	IND	40%	Test exam
	ITMT301	M & A	5	IND	30%	Annotated bibliography	10	TEAMS	30%	Presentation	11	IND	40%	Business analysis
	RESH301	R & M					10	IND	40%	Annotated bibliography	12	IND	60%	Research report
	STMT401	A	4	IND	40%	Business analysis					12	TEAMS	60%	Product launch
	MRKT301	M	5	IND	40%	Business report					11	TEAMS	60%	Business plan and presentation
	DISS490	A					10	IND	60%	Research report	12	IND	40%	Presentation

APPENDIX A: INDICATORS OF QUALITY & STANDARDS INSTRUMENTS

A. Course Feedback Survey

Instructor Evaluation

* 1. Please tick (✓) the appropriate box to indicate your answer to each statement

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The instructor was well prepared	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The subject matter and learning activities were well organized by the instructor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructor communicated the subject matter clearly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructor presented the material in an interesting and innovative way	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This instructor was helpful in responding to questions or problems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Students were encouraged to participate in discussions and collaborative activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assignments marked by this instructor have been returned within a reasonable timeframe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Feedback on assignments marked by this instructor has been helpful	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Students were able to get appropriate help when needed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructor listened to student feedback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructor appeared interested in assisting me to learn	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall I think the course was delivered in an effective way	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. What are the best aspects of this instructor's teaching?

3. What aspects of teaching would you suggest this instructor could improve?

Subject and Learning Evaluation

4. Please tick (✓) the appropriate box to indicate your answer to each statement.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The course content corresponded well to the course's stated learning outcomes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The assessment methods tested the expected learning outcomes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The course material was up-to-date	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Subject material (e.g., textbook, articles, cases, handouts) has helped my learning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other resources (e.g., Library, Labs, Moodle, etc.) have helped my learning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have learned new things from this course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Independent learning was encouraged	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have been able to apply my knowledge from this course to real life situations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This course has developed my critical thinking and analytical skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
As a result of my experience with this subject, I am enthusiastic about further learning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall, I am satisfied with my learning experience in this course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5. Other Comments

Thank you for completing the questionnaire!

B. Library Undergraduate User Survey



2020 EAHM Library User Survey- Undergraduates

Dear Students,

In the past two years, the Library has made small changes and big transformations to enhance your experience.

Let us know what you think the Library does best and where we can do better. We know there's always room for improvement.

It only takes about 10 minutes to complete the Library survey which will run from Sunday 29 November to Thursday 17 December 2020.

Many thanks for your contribution.

...

* Required

1. To which group do you belong? *

- ☐ Associate Degree Student
- ☐ BBA Student
- ☐ EFL Student
- ☐ Study Abroad Student

2. Gender *

- ☐ Male
- ☐ Female
- ☐ Prefer not to say

3. What is your age group? *

- ☐ 19 years and under
- ☐ 20-24 years
- ☐ 25-29 years
- ☐ 30-34 years
- ☐ 35-39 years
- ☐ 40-44 years
- ☐ 45 and over

4. On average, how frequently do you visit the Library? *

- ☐ Several times a day
- ☐ Once a day
- ☐ Several times a week
- ☐ Once a week
- ☐ Less than once a month
- ☐ Never

5. Do you ever use any of the following study spaces when in the Library? If so, which is your favourite? *

	Yes	No	Favourite
Quiet zone	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Study rooms	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
R.E.A.D. Booths	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Boardroom tables	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reading nooks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. How often do you access the Library's electronic/online resources (databases, Library page on Moodle)? *

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ 2 to 4 times every week
- ☐ Monthly
- ☐ Rarely
- ☐ Never

7. Rate the ease of using the EAHM online Library resources *

- ☐ Extremely easy
- ☐ Easy
- ☐ Difficult
- ☐ I have never used the online library resources.

8. Did you know that research assistance is available to you from the librarians? *

- ☐ Yes
- ☐ No

9. Have you had a face-to-face meeting or workshop or had an EAHM librarian teach at one of your classes? *

- ☐ Yes
- ☐ No

10. If you answered yes above, rate how useful the sessions were to your coursework and beyond *

	Useful	Somewhat Useful	Neutral	Not Useful
Face-to-face consultation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Library workshop	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
A librarian presented/taught at one of your classes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

11. How likely are you to use each of the following to START your research for an assignment? *

	Very likely	Somewhat likely	Neither likely nor unlikely	Somewhat unlikely	Very unlikely	N/A – I don't use this resource
Google/other search engines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wikipedia	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Liberty Library Catalogue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Research databases	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Google Scholar	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ask friends/family	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ask my instructor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ask a librarian	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12. For each of these online tools and social sites, select the phrase that best describes you *

	Use it all the time	Using it more lately	Using it less lately	Used to use it	Never use it	Never heard of it
Facebook	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LinkedIn	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Skype	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Twitter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Zotero	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Instagram	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
WeChat	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Weibo	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
QQ	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

13. Choose all that apply to you : I use Library space and services because..... *

- ☐ I can get help from library staff when I need it
- ☐ Library staff provide accurate answers to my enquiries
- ☐ Library's operating hours meet my needs
- ☐ I can concentrate and study at a time that suits me
- ☐ The Library is my preferred place for study on campus
- ☐ There is enough space for me to spread out my books, notes and laptop
- ☐ The policies and procedures for borrowing resources are clearly stated
- ☐ Printing, scanning and photocopying services are adequate

- ☐ Computers and electronic equipment are modern and accessible in the library
- ☐ I can request for full-text to journal articles and chapters that are not available in the library collection
- ☐ I can find, access or borrow resources to support my studies
- ☐ The items I'm looking for on the Library shelves are usually there
- ☐ When I am away from campus I can access the Library resources and services I need
- ☐ It is a central location for meeting with my group members
- ☐ Library workshops, classes and tutorials help me with my learning and research needs

14. Have you been informed about cheating and plagiarism policies at EAHM or previous schools? *

- ☐ Yes
- ☐ No
- ☐ I don't recall

15. If yes, where and how much have you learned about these policies? Please mark the option (learned a little or nothing, learned some, or learned a lot) based on where you learned about the policies. *

	Learned Little or Nothing	Learned Some	Learned A Lot
New students orientation program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Student Handbook	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
College website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dean, registrar, or staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Class outline or syllabus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Classmates/Friends	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personal Advisor/Student Support Officer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
A lecturer/instructor/librarian	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

16. In the past year, on average, how often did your lecturers discuss EAHM policies concerning the following: *

	Always	Sometimes	Rarely	Never
Guidelines on group work or collaboration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Plagiarism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Proper citation/referencing of print sources used	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Proper citation/referencing of internet sources used	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Falsifying/fabricating research data or university document	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Turning in a paper from a "paper mill" (a paper written and previously submitted by another student) and claiming it as your own work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Copying another student's homework	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Submitting the same term paper to another class without permission	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Collaborating with others on a writing assignment that was assigned as individual work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Paraphrasing or copying a few sentences from a book, magazine, journal, PowerPoint slides or websites without referencing them in a paper you submitted.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

17. Overall, how satisfied are you with the following aspects of the Library? *

	Very satisfied	Satisfied	Neither satisfied nor dissatisfied	Dissatisfied	Very dissatisfied
Library staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Physical spaces in the library (layout, seating, lighting, study rooms)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Print books, magazines, journals etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
MMLab (printing room and equipment) and public computers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Online resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hours of operation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Information literacy sessions (Basic research skills, referencing)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

20. Complete the following statement: The best thing of the EAHM Library is..... *

Enter your answer

21. In your opinion, how can the Library provide you with better service? *

Enter your answer

☐ Library newsletter

☐ In-library flyers and signs

19. How likely are you to recommend the library service to a friend or colleague? *

0	1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	---	----

Not at all likely

Extremely likely

C. Graduate Destination Survey*

GDS Questionnaire Q4_2019_Final_Ministry_131019

ELEMENT	ENGLISH	ARABIC
CATI Item	INTRO	INTRO
CATI Text	Good morning / afternoon / evening. My name is [INTERVIEWER NAME] and I am calling from [INSTITUTION NAME/CAMPUS NAME] about a survey of recent graduates in the UAE.	صباح الخير / مساء الخير / مساءً. اسمي هو [الاسم] وأدعوكم من [اسم المؤسسة] بخصوص استطلاع رأي حول الخريجين الجدد من مؤسسات التعليم العالي في الإمارات .
	Could I please speak to [NAME]?	هل أستطيع التحدث مع [الاسم]؟
	[IF SPEAKING TO THE NAMED GRADUATE]	[إذا تحدثت مع الخريج المذكور اسمه]
	Higher education institutions conduct this survey in collaboration with the Ministry of Education. It's an opportunity for you to tell us about your experience after graduation. All information that you provide will help improve the quality of learning and teaching. Your information is confidential and you will not be individually identified.	تطبق مؤسسات التعليم العالي هذا الاستطلاع بالتنسيق مع وزارة التربية والتعليم وهو فرصة لتعبيرنا عن رأيكم بعد التخرج.
	The survey should take around 10 minutes to complete.	يرجى العلم بأن جميع المعلومات التي ستزودنا بها ستساعد على تحسين نوعية التعلم والتعليم بهذه المؤسسات -دعنا نعلم بأن عدم التعرف بهذا الشكل فرادى.
		ينبغي أن يستغرق هذا الاستطلاع حوالي 10 دقائق
CATI Item	INTRO1	INTRO1
CATI Text	Can you help with this important study?	هل تستطيع المساعدة في هذه الدراسة الهامة؟
CATI Response	Continue	استمرار
CATI Response	Make appointment	أخذ موعد
CATI Response	Refusal	الرفض
CATI Response	Named respondent not at this number	المستجيب أو المراد هو موجود على هذا الرقم
CATI Response	Provides alternative number	لوفر رقم بديل
Item Conditions	ONLY SHOWN IF INTRO=Yes	ONLY SHOWN IF INTRO=Yes
CATI Item	INTRO1a	INTRO1a
CATI Text	Thank you, we will call again later.	شكرًا نكم ستقوم بالاتصال بكم مجددًا
CATI Instruction	RECORD PREFERRED DATE AND TIME IN THE SPREADSHEET AND CALL BACK	قم أولاً بتسجيل التاريخ والوقت المناسب للاتصال مجددًا على السجل
Item Conditions	ONLY SHOWN IF INTRO1=Make appointment	ONLY SHOWN IF INTRO1=Make appointment
CATI Item	INTRO1b	INTRO1b
CATI Text	Would you prefer to complete a short online survey instead?	هل تفضل إكمال الاستطلاع عبر الإنترنت؟
CATI Response	Yes	نعم
CATI Response	No	لا
Item Conditions	ONLY SHOWN IF INTRO1=Refusal	ONLY SHOWN IF INTRO1=Refusal
CATI Item	INTRO1c	INTRO1c
CATI Text	What is your email address?	ما هو بريدك الإلكتروني؟
CATI Response	RECORD EMAIL ADDRESS IN THE SPREADSHEET IF DIFFERENT FROM THE ONE GIVEN	قم بتسجيل عنوان البريد الإلكتروني إذا كان من مراجعة العنوان الصحيح مع المستجيب
Item Conditions	ONLY SHOWN IF INTRO1=Refusal & INTRO1b=Yes	ONLY SHOWN IF INTRO1=Refusal & INTRO1b=Yes
CATI Item	INTRO1d	INTRO1d
CATI Text	Thank you for your time, I will send you a link to the online survey.	شكرًا لك على وقتك وسأرسل لك رابط الاستطلاع عبر الإنترنت.
CATI Instruction	END CALL	إنهاء المكالمة
Item Conditions	ONLY SHOWN IF INTRO1=Refusal & INTRO1b=Yes	ONLY SHOWN IF INTRO1=Refusal & INTRO1b=Yes
CATI Item	INTRO1e	INTRO1e
CATI Text	Would you please tell me the main reason why you do not wish to participate?	هل من الممكن أن تقول لي السبب الرئيسي لماذا لا ترغب في المشاركة؟
CATI Response	No comment / just hung up	لا تعليق / إلقاء الهاتف
CATI Response	Too busy	مشغول جدًا
CATI Response	Never do surveys	لا أشارك بالاستطلاعات أبدًا
CATI Response	30 minutes is too long	30 دقائق طويلة جدًا
CATI Response	Claims to have completed survey already	يدعي أنه أكمل الاستطلاع بالفعل
CATI Response	Other (OPEN)	أخرى [مفتوح]
Item Conditions	ONLY SHOWN IF INTRO1=Refusal & INTRO1b=No	ONLY SHOWN IF INTRO1=Refusal & INTRO1b=No
CATI Item	INTRO1f	INTRO1f
CATI Text	Thank you for your time	شكرًا لك على وقتك
CATI Instruction	END CALL	إنهاء المكالمة
Item Conditions	ONLY SHOWN IF INTRO1=Refusal & INTRO1b=No	ONLY SHOWN IF INTRO1=Refusal & INTRO1b=No
CATI Item	INTRO1g	INTRO1g
CATI Text	I'm sorry, but we must have the wrong contact details. Thank you for your time.	أنا أسف، إنه لا أريد تفاصيل الاتصال الخاطئة. شكرًا لك على وقتك.
CATI Instruction	END CALL	إنهاء المكالمة
Item Conditions	ONLY SHOWN IF INTRO1=Named respondent not at this number.	ONLY SHOWN IF INTRO1=Named respondent not at this number.
CATI Item	INTRO1h	INTRO1h
CATI Text	Thank you for providing that number and for your time.	شكرًا لك لإزودنا بهذا الرقم والوقت.
CATI Instruction	RECORD ALTERNATIVE NUMBER IN THE SPREADSHEET AND END CALL	قم أولاً بتسجيل الرقم البديل على السجل وقم بإلغاء المكالمة.
Item Conditions	ONLY SHOWN IF INTRO1=Provides alternative number	ONLY SHOWN IF INTRO1=Provides alternative number
CATI Item	C1	C1
CATI Text	Thank you for agreeing to participate. Before we get started, there are a few details about your study that I need to check. Firstly, did you graduate from [INSTITUTION NAME]?	نشكركم على موافقتكم بالمشاركة معنا في هذا الاستطلاع. قبل أن نبدأ هناك بعض التفاصيل عن دراستك يجب أن نتحقق منها أولاً. هل تخرجت من [اسم المؤسسة]؟
CATI Response	Yes	نعم
CATI Response	No	لا
Item Conditions	ONLY SHOWN IF INTRO1=Continue	ONLY SHOWN IF INTRO1=Continue
CATI Item	C1a	C1a
CATI Text	Thank you for your time, but we need to speak with graduates from [INSTITUTION NAME].	شكرًا لك على وقتك، ولكننا بحاجة للتحدث مع خريجين من [اسم المؤسسة].
CATI Instruction	END CALL	إنهاء المكالمة
Item Conditions	ONLY SHOWN IF C1=No	ONLY SHOWN IF C1=No
CATI Item	C1b	C1b
CATI Text	What is the best mobile number and email address to contact you, if necessary?	ما هو أفضل رقم هاتف متحرك وبريد إلكتروني يمكنك استخدامه للتواصل معك عند الضرورة؟

CATI Response	MOBILE NUMBER (OPEN)	رقم الهاتف المحمول [مفتوح]
CATI Response	EMAIL ADDRESS (OPEN)	عنوان البريد الإلكتروني [مفتوح]
CATI Item	C2 QUESTIONS FROM C2 ONWARDS ARE ONLY SHOWN IF C1=Yes	C2 QUESTIONS FROM C2 ONWARDS ARE ONLY SHOWN IF C1=Yes
CATI Text	Was the level of your study (LEVEL OF STUDY)?	هل كانت دراستك المستوى «المستوى الدراسي»؟
CATI Response	Yes	نعم
CATI Response	No	لا
CATI Item	C2a	C2a
CATI Text	What was the level of your study?	ما هو مستوى دراستك؟
Response Option	Doctorate	دكتوراه
Response Option	Master's	الماستر
Response Option	Postgraduate Diploma	دبلوم الدراسات العليا
Response Option	Bachelor	البكالوريوس
Response Option	Higher Diploma	دبلوم عالي
Response Option	Diploma	دبلوم
Response Option	Other (OPEN)	أخرى [مفتوح]
Item Conditions	ONLY SHOWN IF C2=No.	ONLY SHOWN IF C2=No.
CATI Item	C3	C3
CATI Text	Did you study (MAJOR)?	هل يمكنك التأكد بأن تخصصك كان «اسم التخصص»؟
CATI Response	Yes	نعم
CATI Response	No	لا
CATI Item	C3a	C3a
CATI Text	What did you study?	ماذا درست؟
CATI Response	(OPEN)	[مفتوح]
Item Conditions	ONLY SHOWN IF C3=No.	ONLY SHOWN IF C3=No.
CATI Item	INTRO2	INTRO2
CATI Text	Thank you for confirming these details.	شكراً لك لتأكيد هذه التفاصيل.
Item	D1	D1
Item Text		
Response Option	Male	ذكر
Response Option	Female	أنثى
Instruction	FILL IN RESPONDENT GENDER WITHOUT ASKING RESPONDENT.	قم بملء جنس المستجيب من دون سؤال المستجيب.
Item	D2	D2
Item Text	Which country are you living in?	ما هو البلد الذي تعيش به حالياً؟
Response Option	Autocomplete List of Countries	Autocomplete List of Countries
Item	D2a	D2a
Item Text	Which Emirate are you currently living in?	ما هو الإمارة التي تعيش فيها حالياً؟
Response Option	Abu Dhabi	أبوظبي
Response Option	Ajman	عجمان
Response Option	Dubai	دبي
Response Option	Fujairah	الفجيرة
Response Option	Ras al Khaimah	رأس الخيمة
Response Option	Sharjah	الشارقة
Response Option	Umm al-Qawain	أم القيوين
Item Conditions	ONLY SHOWN IF D2=UAE	ONLY SHOWN IF D2=UAE
Item	D2b	D2b
Item Text	Which part of Abu Dhabi are you currently living in?	في أي منطقة من مناطق أبوظبي تسكن حالياً؟
Response Option	Abu Dhabi	أبوظبي
Response Option	Al Ain	العين
Response Option	Al Dhafrah	الذفيرة
Instruction	IF NECESSARY "Are you currently living in Abu Dhabi, Al Ain or Al Dhafrah?"	إذا لزم الأمر: "هل تعيش حالياً في أبو ظبي، العين أو المنطقة الغربية؟"
Item Conditions	ONLY SHOWN IF D2a=Abu Dhabi.	ONLY SHOWN IF D2a=Abu Dhabi.
Item	INTRO_A	INTRO_A
Item Text	Now I am going to ask you some questions about what you are currently doing.	الآن سأقوم بطرح بعض الأسئلة عليك حول ما تقوم به حالياً.
Item	A1	A1
Item Text	Are you currently working?	هل تعمل حالياً؟
Response Option	Yes	نعم
Response Option	No	لا
Item	A2a	A2a
Item Text	Where you employed while studying at [INSTITUTION NAME]?	هل كنت تعمل أثناء دراستك في [اسم المؤسسة]؟
Response Option	Yes	نعم
Response Option	No	لا
Item	A2b	A2b
Item Text	Are you still in the same position?	هل ما زلت في نفس المنصب؟
Response Option	Yes	نعم
Response Option	Moved senior position in the same company	منصباً أعلى في نفس الشركة
Response Option	Has moved to a different company	انتقلت إلى شركة مختلفة
Response Option	Moved to a different job function in the same company	انتقلت إلى وظيفة أخرى في نفس الشركة
Item Conditions	ONLY SHOWN IF A1=Yes and A2a=Yes.	ONLY SHOWN IF A1=Yes and A2a=Yes.
Item	A2	A2
Item Text	Are you currently looking for another job?	هل تبحث حالياً عن عمل آخر؟
Response Option	Yes	نعم
Response Option	No	لا
Item Conditions	ONLY SHOWN IF A1=Yes.	ONLY SHOWN IF A1=Yes.
Item	A3	A3
Item Text	Are you currently looking for a job?	هل تبحث حالياً عن عمل؟
Response Option	Yes	نعم
Response Option	No	لا
Item Conditions	ONLY SHOWN IF A1=No.	ONLY SHOWN IF A1=No.

Item	A4	A4
Item Text	Are you currently studying?	هل تدرّس حالياً؟
Response Option	Yes	نعم
Response Option	No	لا
Item	A5	A5
Item Text	If you are not currently working, looking for a job or studying, what other activity are you currently doing?	إذا كنت لا تعمل حالياً، أو تبحث عن وظيفة أو تدرّس، ما هو النشاط الأخر الذي تقوم به حالياً؟
Response Option	Children/Family Commitments	التزامات عائلية/الأسرة
Response Option	Medical Reasons	أسباب طبية
Response Option	Personal Reasons	أسباب شخصية
Response Option	Taking Time Out	أخذ وقت التراجع (إجازة)
Response Option	Volunteering	التطوع
Response Option	National Service	الخدمة الوطنية
Response Option	Other (OPEN)	[افتوح]
Instruction	MARK ALL THAT APPLY. IF 'OTHER', RECORD VERBATIM. IF NECESSARY, READ OUT RESPONSE OPTIONS	ضع علامة على كل ما ينطبق. إذا ظهر ذلك، سجل حرفياً. إذا لزم الأمر، اقرأ خيارات الإجابة.
Item Conditions	ONLY SHOWN IF A1, A2 & A4 = No	ONLY SHOWN IF A1, A2 & A4 = No
Item	WTB2_W SECTION W (A1 to W5) ONLY SHOWN IF A1=Yes	WTB2_W SECTION W (A1 to W5) ONLY SHOWN IF A1=Yes
Item Text	Now I am going to ask you some questions about your job.	الآن سأشرح عليك بعض الأسئلة حول وظيفتك.
Item	W1	W1
Item Text	Is this your first job since completing your study at [INSTITUTION NAME]?	هل هذا هو عمالتك الأول منذ أن أنهيت دراستك في «اسم المؤسسة»؟
Response Option	Yes	نعم
Response Option	No	لا
Item Conditions	ONLY SHOWN IF A1 = Yes AND A1a = No	ONLY SHOWN IF A1 = Yes AND A1a = No
Item	W2	W2
Item Text	How long after completing your study at [INSTITUTION NAME] did you get your first job?	كم هي المدة التي استغرقت لتحصل على أول وظيفة بعد الانتهاء من دراستك في «اسم المؤسسة»؟
Response Option	One month or less	أشهر أو أقل
Response Option	Two months	شهرين
Response Option	Three months	ثلاثة أشهر
Response Option	Four months	أربعة أشهر
Response Option	Five months	خمس أشهر
Response Option	Six months	ستة أشهر
Response Option	Seven months	سبعة أشهر
Response Option	Eight months	ثمانية أشهر
Response Option	Nine months	تسعة أشهر
Response Option	IF NECESSARY, READ OUT RESPONSE OPTIONS.	إذا لزم الأمر، اقرأ خيارات الإجابة.
Item Conditions	ONLY SHOWN IF A1 = Yes AND A1a = No	ONLY SHOWN IF A1 = Yes AND A1a = No
Item	W3	W3
Item Text	Where is your main work location?	ما هو الموقع الرئيسي لعمالتك؟
Response Option	Abu Dhabi	أبوظبي
Response Option	Al Ain (Abu Dhabi Emirate)	العين
Response Option	Al Dhafrah (Abu Dhabi Emirate)	الظفرة (المملكة العربية)
Response Option	Ajman	عجمان
Response Option	Dubai	دبي
Response Option	Fujairah	الفجيرة
Response Option	Ras al Khaimah	رأس الخيمة
Response Option	Sharjah	الشارقة
Response Option	Umm al-Qawain	أم القيوين
Response Option	Other (OPEN)	أخرى [افتوح]
Instruction	IF NECESSARY "Are you mainly working in Abu Dhabi, Al Ain or Al Dhafrah?"	إذا لزم الأمر، "هل تعمل حالياً في أبو ظبي، العين أو الظفرة العربية؟"
Item	W4	W4
Item Text	What is the name of your employer?	ما هي اسم الجهة التي تعمل بها؟
Response Option	[AUTO-COMPLET FROM EMPLOYER LIST PROVIDED]	[ممتلئ]
Response Option	(OPEN)	لا تد اعمت أكثر من ردء طلب من القمب الترفيز على ردء العمل الرئيسي والعمل
Instruction	IF MORE THAN ONE EMPLOYER MENTIONED, ASK RESPONDENT TO FOCUS ON MAIN/PRIMARY EMPLOYER AND JOB	سجل الإجابة العربية
Item	W5	W5
Item Text	What sector is your employer in? Would you say...	ما هو القطاع فيه عمالتك؟ هل يمكنك القول...
Response Option	Federal government,	الحكومة الاتحادية
Response Option	Local government,	الحكومة المحلية
Response Option	Semi government,	شبه الحكومية
Response Option	Private sector, or	القطاع الخاص، أو
Response Option	you are self-employed?	تعمل لحسابك الخاص.
Response Option	NOT SURE	غير متأكد
Instruction 2	READ-OUT RESPONSE OPTIONS. IF A PROMPT REQUIRED FOR SEMI-GOVERNMENT SAY "Partly private and partly publicly owned"	إذا لزم الأمر، اقرأ خيارات الإجابة. إذا لزم الأمر ذكر شبه الحكومية، قل القطاع خاص جزئياً وعلفك عام جزئياً.
Item	W6	W6
Item Text	What is your occupation?	ما هي مهنتك؟
Response Option	[AUTO-COMPLET FROM OCCUPATION LIST PROVIDED]	[ممتلئ]
Instruction	IF NECESSARY "For example, Teacher, Nurse, Technician, Administrator, Business Analyst"	سجل الإجابة العربية
Item	W7	W7
Item Text	What is your monthly salary (i.e. take-home pay)?	كم هو راتبك الشهري التقريبي؟ (المدفوع اليدي الذي تحصل عليه)
Response Option	Less than AED 5,000	أقل من 5,000 درهم إماراتي
Response Option	AED 5,000 - 9,999	5,000 - 9,999 درهم
Response Option	AED 10,000 - 14,999	10,000 - 14,999 درهم
Response Option	AED 15,000 - 19,999	15,000 - 19,999 درهم
Response Option	AED 20,000 - 24,999	20,000 - 24,999 درهم
Response Option	AED 25,000 - 29,999	25,000 - 29,999 درهم
Response Option	AED 30,000 - 34,999	30,000 - 34,999 درهم
Response Option	AED 35,000 - 39,999	35,000 - 39,999 درهم
Response Option	AED 40,000 - 44,999	40,000 - 44,999 درهم
Response Option	AED 45,000 - 49,999	45,000 - 49,999 درهم
Response Option	AED 50,000 - 54,999	50,000 - 54,999 درهم

Response Option	AED 55,000 - 59,999	55,000 - 59,999 درهم
Response Option	AED 60,000 - 64,999	60,000 - 64,999 درهم
Response Option	AED 65,000 - 69,999	65,000 - 69,999 درهم
Response Option	AED 70,000 or more	70,000 درهم أو أكثر
Response Option	No salary	لا يوجد راتب
Response Option	Refused to respond	رفض الإجابة
Instruction	IF NECESSARY, "This is excluding benefits."	

Item	W1a	W1a
Item Text	Thinking about your current job, would you say you are...	بالفكر في عملك الحالي، هل تقول أنك...
Response Option	satisfied	راضي
Response Option	dissatisfied	غير راضي
Response Option	NOT SURE	غير متأكد
Instruction	READ-OUT FIRST TWO RESPONSE OPTIONS	

Item	W1b	W1b
Item Text	Why are you dissatisfied?	لماذا أنت غير راضي؟
Response Option	Low job status	مستواي وظيفي منخفض
Response Option	Low salary	راتبي أقل
Response Option	Routine job	العمل النمطي (الروتيني)
Response Option	Long working hours	ساعات العمل الطويلة
Response Option	Work location (far from where I live)	موقع العمل (بعيداً عن المكان الذي أعيش فيه)
Response Option	No training or development	لا يوجد تدريب أو تطوير
Response Option	Uncomfortable work environment	بيئة عمل غير مريحة
Response Option	Job required different major or specialization	المجال الوظيفي يتطلب تخصصات مختلفة
Response Option	No promotion	لا توجد ترقية
Response Option	Heavy work load	حجميات العمل
Response Option	The position requires lower qualifications	يتطلب المنصب مؤهلات أقل
Response Option	Does not take previous experience into consideration	لم تأخذ بعين الاعتبار خبرتي السابقة
Response Option	[OPEN]	[مفتوح]
Response Option	MARK ALL THAT APPLY	يمكن الإجابة (بعدة)
Instruction	IF NECESSARY ASK RESPONDENT TO FOCUS ON MAIN REASON FOR DISSATISFACTION	
Item Conditions	ONLY SHOWN IF W1a=dissatisfied	ONLY SHOWN IF W1a=dissatisfied

Item	W2	W2
Item Text	Would you say the specialization you studied at [INSTITUTION NAME] is relevant to your <u>current</u> job?	هل ترى بأن التخصص الذي درستَه في (اسم المؤسسة) ذات صلة بوظيفتك الحالية ؟
Response Option	Yes	نات الصواب
Response Option	No	ليس لها صلة
Response Option	NOT SURE	غير متأكد

Item	W2NO_5 (SECTION 5 (S1 to S4) ONLY SHOWN IF A2=Yes OR A3=Yes)	W2NO_5 (SECTION 5 (S1 to S4) ONLY SHOWN IF A2=Yes OR A3=Yes)
Item Text	Now I am going to ask you some questions about job seeking.	الآن سأشرح عليك بعض الأسئلة عن البحث عن عمل.

Item	S1	S1
Item Text	How many jobs have you applied for?	كم عدد الوظائف التي قد تقدمت لها ؟

Response Option	0	0
Response Option	1 - 4	1 - 4
Response Option	5 - 9	5 - 9
Response Option	10 - 14	10 - 14
Response Option	15 - 19	15 - 19
Response Option	20 and over	20 and over

Item	S4	S4
Item Text	How many interviews have you had?	كم عدد المقابلات التي أجريتها؟
Response Option	0	0
Response Option	1 - 4	1 - 4
Response Option	5 - 9	5 - 9
Response Option	10 - 14	10 - 14
Response Option	15 - 19	15 - 19
Response Option	20 and over	20 and over

Item	S1a	S1a
Item Text	How many jobs have you been offered?	كم عدد الوظائف التي عرضت عليك؟
Response Option	0	0
Response Option	1	1
Response Option	2	2
Response Option	3	3
Response Option	4+	4+

Item	S1b	S1b
Item Text	Why didn't you take the job offer?	لماذا لم تقبل الوظيفة التي عرضت عليك؟
Response Option	Low job status	مستواي وظيفي منخفض
Response Option	Low salary	راتبي أقل
Response Option	Routine job	العمل النمطي (الروتيني)
Response Option	Long working hours	ساعات العمل الطويلة
Response Option	Work location (far from where I live)	موقع العمل (بعيداً عن المكان الذي أعيش فيه)
Response Option	No training or development	لا يوجد تدريب أو تطوير
Response Option	Uncomfortable work environment	بيئة عمل غير مريحة
Response Option	Job required different major or specialization	المجال الوظيفي يتطلب تخصصات مختلفة
Response Option	No promotion	لا توجد ترقية
Response Option	Heavy work load	حجميات العمل
Response Option	The position requires lower qualifications	يتطلب المنصب مؤهلات أقل
Response Option	Does not take previous experience into consideration	لم تأخذ بعين الاعتبار خبرتي السابقة
Response Option	[OPEN]	[مفتوح]
Response Option	MARK ALL THAT APPLY	يمكن الإجابة (بعدة)
Instruction	IF NECESSARY ASK RESPONDENT TO FOCUS ON MAIN REASON FOR NOT TAKING THE JOB	
Item Conditions	ONLY SHOWN IF S1a GREATER THAN ZERO	ONLY SHOWN IF S1a GREATER THAN ZERO

Item	S6	S6
Item Text	I'm going to list some job-seeking strategies. Which of these strategies have you used?	سأقوم بذكر بعض استراتيجيات البحث عن عمل، أي من الاستراتيجيات التالية استخدمت في البحث عن عمل
Response Option	Referrals from family and friends	من خلال توصيات العائلة والأصدقاء

Response Option	Responding to job advertisements	الرد على إعلانات الوظائف
Response Option	Using recruitment or employment agencies	استخدام شركات التوظيف أو الوكالات
Response Option	Social networking websites, for example LinkedIn	مواقع الشبكات الاجتماعية على الإنترنت
Response Option	Directly contacting companies	الاتصال بالشركات مباشرة
Response Option	Student Careers Office	مكتب الكورس المهنية
Response Option	Other (OPEN)	أخرى (مفتوح)
Instruction	MARK ALL THAT APPLY. IF 'OTHER', RECORD VERBATIM IF NECESSARY, READ OUT RESPONSE OPTIONS	ضع علامة على كل ما ينطبق إذا غير ذلك، سجل حرفياً إذا لزم الأمر - اقرأ خيارات الإجابة

Item	ST	ST
Item Text	Since you are still not employed, why do you think that is?	بما أنك لا تزال لا تجد عمل، لماذا تعتقد ذلك؟ (ضع علامة على كل ما ينطبق)
Response Option	There are currently no jobs available in my field of study	لا يوجد حالياً وظائف متوفرة في مجال دراستي
Response Option	There are currently no jobs available where I live	لا يوجد حالياً وظائف متوفرة حيث أقيم
Response Option	There are currently no jobs available in a single gender (male or female only) environment	لا يوجد حالياً وظائف متوفرة في بيئة أحادي الجنس (ذكر أو أنثى فقط)
Response Option	There is too much competition for desired jobs	هناك الكثير من المنافسة على الوظائف المطلوبة
Response Option	There are jobs available, but salaries are too low	هناك وظائف متاحة، ولكن الرواتب منخفضة جداً
Response Option	I need to do more study to secure desired job	أحتاج إجراء مزيد من الدراسة لأتأكد فرص العمل المطلوبة
Response Option	My internship or work placement was insufficient	ليس لدي خبرة كافية في التدريب العملي
Response Option	There are jobs available, but none with flexible working arrangements	هناك وظائف متاحة، ولكن ليس الترتيبات العمل المرنة
Response Option	Due to childcare or family commitments	بسبب التزامات رعاية الأطفال أو الأسرة
Response Option	Due to medical reasons	ظرواً صحية
Response Option	Other (OPEN)	أخرى (مفتوح)
Instruction	MARK ALL THAT APPLY IF 'OTHER', RECORD VERBATIM	ضع علامة على كل ما ينطبق إذا غير ذلك، سجل الإجابة حرفياً
Item Conditions	ONLY SHOWN IF A3=Yes	ONLY SHOWN IF A3=Yes

Item	SB	SB
Item Text	Since you have still not found another job, why do you think that is?	بما أنك لم تجد عمل آخر، لماذا تعتقد ذلك؟ (ضع علامة على كل ما ينطبق)
Response Option	There are currently no jobs available in my field of study	لا يوجد حالياً وظائف متوفرة في مجال دراستي
Response Option	There are currently no jobs available where I live	لا يوجد حالياً وظائف متوفرة حيث أقيم
Response Option	There are currently no jobs available in a single gender (male or female only) environment	لا يوجد حالياً وظائف متوفرة في بيئة أحادي الجنس (ذكر أو أنثى فقط)
Response Option	There is too much competition for desired jobs	هناك الكثير من المنافسة على الوظائف المطلوبة
Response Option	There are jobs available, but salaries are too low	هناك وظائف متاحة، ولكن الرواتب منخفضة جداً
Response Option	I need to do more study to secure desired job	أحتاج إجراء مزيد من الدراسة لأتأكد فرص العمل المطلوبة
Response Option	My internship or work placement was insufficient	ليس لدي خبرة كافية في التدريب العملي
Response Option	There are jobs available, but none with flexible working arrangements	هناك وظائف متاحة، ولكن ليس الترتيبات العمل المرنة
Response Option	Due to childcare or family commitments	بسبب التزامات رعاية الأطفال أو الأسرة
Response Option	Due to medical reasons	ظرواً صحية
Response Option	Other (OPEN)	أخرى (مفتوح)
Instruction	MARK ALL THAT APPLY IF 'OTHER', RECORD VERBATIM	ضع علامة على كل ما ينطبق إذا غير ذلك، سجل الإجابة حرفياً
Item Conditions	ONLY SHOWN IF A2=Yes	ONLY SHOWN IF A2=Yes

Item	INTRO_F (SECTION F (F1 to F6) ONLY SHOWN IF A4=Yes)	INTRO_F (SECTION F (F1 to F6) ONLY SHOWN IF A4=Yes)
Item Text	Now I am going to ask you some questions about your further study	الآن سأطرح عليك بعض الأسئلة عن دراستك الأخرى

Item	F1	F1
Item Text	Are you studying in the UAE?	هل تدرسي في الإمارات؟
Response Option	Yes	نعم
Response Option	No	لا

Item	F2	F2
Item Text	Which institution are you attending?	ما هي المؤسسة التي تدرس فيها؟
Response Option	(AUTO-COMPLET FROM LIST OF MINISTRY ACCREDITED INSTITUTIONS PROVIDED)	
Response Option	(OPEN)	(مفتوح)
Item Conditions	ONLY SHOWN IF F1=Yes	ONLY SHOWN IF F1=Yes

Item	F3	F3
Item Text	What is the level of your current study?	ما هو مستوى دراستك الحالية؟
Response Option	Doctorate	دكتوراه
Response Option	Masters	ماجستير
Response Option	Postgraduate Diploma	دبلوم الدراسات العليا
Response Option	Bachelor	البكالوريوس
Response Option	Higher Diploma	دبلوم عالي
Response Option	Diploma	دبلوم
Response Option	Other (OPEN)	أخرى (مفتوح)

Item	F4	F4
Item Text	What major are you currently studying?	ماذا تدرسي حالياً؟
Response Option	(AUTO-COMPLET FROM LIST OF STANDARDIZED MAJOR)	
Response Option	(OPEN)	(مفتوح)

Item	F5	F5
Item Text	Are you enrolled full time or part time?	هل أنت مسجل بدوام كامل أو بدوام جزئي؟
Response Option	Full time	دوام كامل
Response Option	Part time	دوام جزئي

Item	F6	F6
Item Text	What is your main reason for doing further study?	ما هو السبب الرئيسي الذي يدفعك لإتمام المزيد من الدراسة؟ (ضع علامة على كل ما ينطبق)
Response Option	To improve my employment prospects	لتحسين فرص العمل
Response Option	I need a further qualification for my desired job	أنا بحاجة لمزيد من التأهيل من أجل العمل الذي أريد بالمهنة عليه
Response Option	I had always planned to do further study	كنت قد خططت دائماً لإتمام المزيد من الدراسة
Response Option	I am interested in this area of study	أنا مهووس في هذا المجال من الدراسة
Response Option	I want to change my career	أريد أن أغير مهنتي
Response Option	I want to pursue an academic career	أريد أن أواصل مهنة أكاديمية
Response Option	Other (OPEN)	أخرى (مفتوح)
Instruction	DO NOT READ OUT OPTIONS MARK ALL THAT APPLY	لا تقرأ خيارات الإجابة ضع علامة على كل ما ينطبق

Item	INTRO_E (SECTION E (E1 to E4) ONLY SHOWN IF C1=Yes)	INTRO_E (SECTION E (E1 to E4) ONLY SHOWN IF C1=Yes)
Item Text	Now I am going to ask you some questions about your higher education experience at (INSTITUTION NAME)	الآن سأطرح عليك بعض الأسئلة عن تجربتك بالتعليم العالي في (اسم المؤسسة)

Item	E1	E1
Item Text	Thinking of your experience at [INSTITUTION NAME], would you say you were...	ما مدى رضاك عن تجربتك في [اسم المؤسسة] هل تقول أنك...
Response Option	satisfied, or	راضي
Response Option	dissatisfied?	غير راضي
Response Option	NOT SURE	غير متأكد
Instruction	READ OUT FIRST TWO RESPONSE OPTIONS	اقرأ أول خيارين من خيارات الإجابة
Item	E2	E2
Item Text	Why were you dissatisfied?	لماذا كنت غير راضي؟
Response Option	[OPEN]	[مفتوح]
Instruction	RECORD RESPONSE VERBATIM	سجل الإجابة حرفياً
Item Conditions	ONLY SHOWN IF E1=dissatisfied.	ONLY SHOWN IF E1=dissatisfied.
Item	E3	E3
Item Text	Thinking about the teaching at [INSTITUTION NAME], would you say you were...	بالفكر في التدريس في [اسم المؤسسة]، هل تقول أنك كنت...
Response Option	satisfied, or	راضي
Response Option	dissatisfied?	غير راضي
Response Option	NOT SURE	غير متأكد
Instruction	READ OUT FIRST TWO RESPONSE OPTIONS	اقرأ أول خيارين من خيارات الإجابة
Item	E4 [THIS ITEM INCLUDES THE FOLLOWING RESPONSE OPTIONS: Very much, Somewhat, Not at all, Not sure]	E4 [THIS ITEM INCLUDES THE FOLLOWING RESPONSE OPTIONS: Very much, Somewhat, Not at all, Not sure]
Item Text	How much did your experience at [INSTITUTION NAME] help you develop the following skills? Would you say very much, somewhat or not at all?	إلى أي مدى تجربتك في [اسم المؤسسة] ساعدتك على تطوير المهارات التالية؟ هل تقول كثيراً، إلى حد ما أو لا على الإطلاق؟
Response Option	Problem-solving	مهارات حل المشكلات
Response Option	Critical and analytical thinking	مهارات التفكير النقدي والتحليل
Response Option	Digital literacy	محو الأمية الرقمية / الإلمام بالتقنيات الرقمية
Response Option	Numeracy skills	المسابرة / المهارات الحسابية
Response Option	Writing skills	مهارات الكتابة
Response Option	Presenting skills	مهارات التقديم
Response Option	Communication skills	مهارات التواصل
Response Option	Collaboration and teamwork	التعاون والعمل الجماعي
Response Option	Time management	إدارة الوقت
Instruction	IF NECESSARY, REPEAT RESPONSE OPTIONS: "Would you say very much, somewhat or not at all?"	إذا لزم الأمر، كرر خيارات الإجابة: "هل تقول كثيراً، إلى حد ما أو لا تعيل على الإطلاق؟"
Item	E5a	E5a
Item Text	Did you use your institution's careers service?	هل استخدمت من خدمة الوظائف الموجودة في المؤسسة التي تدرس بها؟
Response Option	Yes	نعم
Response Option	No	لا
Response Option	Unaware of service	ليس لدي معلومات عن هذه الخدمة
Response Option	Did not have a careers service during my time at the institution	لم تكن خدمة الوظائف متوفرة خلال فترتي بالتدريس بالمؤسسة التعليمية
Item	E5b	E5b
Item Text	Thinking about the careers advice you received at [INSTITUTION NAME], would you say you were...	بالفكر في الإرشاد المهني الذي تلقيته خلال دراستك في [اسم المؤسسة] هل تقول أنك كنت...
Response Option	satisfied, or	راضي
Response Option	dissatisfied?	غير راضي
Response Option	NOT SURE	غير متأكد
Instruction	READ OUT FIRST TWO RESPONSE OPTIONS	اقرأ أول خيارين من خيارات الإجابة
Item Conditions	ONLY SHOWN IF E5a=Yes	ONLY SHOWN IF E5a=Yes
Item	E6a	E6a
Item Text	Did you do an internship or work placement while studying at [INSTITUTION NAME]?	هل قمت بأداء التدريب العملي أثناء الدراسة في [اسم المؤسسة]؟
Response Option	Yes	نعم
Response Option	No	لا
Item	E6b	E6b
Item Text	Thinking of your main internship or work placement, approximately how many weeks did it last?	بالفكر في أطول مدة تدريب عملي قمت بها - كم عدد الأسابيع التي استمر فيها التدريب العملي تقريباً؟
Response Option	1 - 4	1 - 4
Response Option	5 - 8	5 - 8
Response Option	9 - 12	9 - 12
Response Option	13 - 16	13 - 16
Response Option	17 or over	17 or over
Item Conditions	ONLY SHOWN IF E6a=Yes	ONLY SHOWN IF E6a=Yes
Item	E6c	E6c
Item Text	What was the name of the employer where you did your internship? [AUTO-COMPLETE FROM EMPLOYER LIST PROVIDED]	ما هي اسم الجهة التي عملت بها التدريب العملي الخاص بك؟
Response Option	[OPEN]	[مفتوح]
Instruction	RECORD RESPONSE VERBATIM	سجل الإجابة حرفياً
Item Conditions	ONLY SHOWN IF E6a=Yes	ONLY SHOWN IF E6a=Yes
Item	E6d	E6d
Item Text	Thinking of your internship experience at this employer, would you say you were ...	مما، عن تجربتك في هذه التدريب - ما هو تقييمك؟
Response Option	satisfied, or	راضي
Response Option	dissatisfied?	غير راضي؟
Item Conditions	ONLY SHOWN IF E6a=Yes	ONLY SHOWN IF E6a=Yes
Item	E6e	E6e
Item Text	What is the main reason you were dissatisfied?	ما هو السبب الرئيسي لعدم رضاك؟
Response Option	Long working hours	ساعات العمل الطويلة
Response Option	Work location (far from where I live)	موقع العمل (بعيداً عن المكان الذي أقيم فيه)
Response Option	No structured workplan	لا توجد خطة عمل منظمة
Response Option	No training or development	لا يوجد تدريب أو تطوير
Response Option	Didn't learn any new skills	لم أتعلم أي مهارات جديدة
Response Option	Not given any responsibility	لم يتم إعطائي أي مسؤولية
Response Option	Not my preferred sector (for example: government or private sector)	ليس القطاع المفضل لدي (على سبيل المثال: القطاع العام والخاص)

Response Option	Not my preferred industry (for example: Health, Education, Manufacturing)	ليس المجال المفضل لدي (على سبيل المثال: الصحة، التعليم، التصنيع، الخ)
Response Option	Internship required different major or specialization	يتطلب التدريب العملي تخصص آخر
Response Option	No coordination with my university	لا يوجد التنسيق مع الجامعة
Response Option	[OPEN]	[مفتوح]
Instruction	MAKE ALL THAT APPLY	
Item Conditions	ONLY SHOWN IF E5a=Yes and E6d=disqualified	ONLY SHOWN IF E5a=Yes and E6d=disqualified
Item	ECD Employer contact Details	معلومات جهة العمل التي تعمل بها
Item Text	Many thanks for your feedback. Finally, can I ask for the contact details of your employer? This information is needed by the Ministry for its employer surveys.	شكرا جزيلا على تعليقاتك. أخيرا - هل يمكنك طلب تفاصيل جهة العمل التي تعمل بها؟ هذه المعلومات مطلوبة من الوزارة لاستطلاعات أرباب العمل.
Response Option	Yes	نعم
Response Option	No, I'd rather not provide this information	لا، أفضّل ألا أقدم هذه المعلومات.
Item Conditions	ONLY SHOWN IF A1=Yes	ONLY SHOWN IF A1=Yes
Item	ECD 1	
CATI Text	What is the name of your line manager?	ما اسم مديرك المباشر؟
CATI Response	[OPEN]	[مفتوح]
CATI Item	ECD 2	
CATI Text	What is the job title of your line manager?	ما المنصب الوظيفي لمديرك المباشر؟
CATI Response	[OPEN]	[مفتوح]
Item Conditions		
CATI Item	ECD 3	
CATI Text	What is the contact number of your line manager?	ما هو رقم هاتف مديرك المباشر؟
CATI Response	[OPEN]	[مفتوح]
Item Conditions		
CATI Item	ECD 4	
CATI Text	What is the email address of your line manager?	ما هو البريد الإلكتروني لمديرك المباشر؟
CATI Response	[OPEN]	[مفتوح]
Item Conditions		
Item	CONCLUSION	خاتمة
CATI Text	This is the end of the survey. Thank you for your time and for participating.	هذه هي نهاية الاستطلاع. شكرا لك على وقتك وعلى المشاركة.

D. Longitudinal Graduate Destination Survey*

Element	English	Arabic
Item	INTRO	
Item Text	Good morning / afternoon / evening. My name is [INTERVIEWER NAME] and I am calling from [INSTITUTION NAME/CAMPUS NAME] about a follow-up survey on the Graduate Destination Survey that we did about 24 years ago.	صباح الخير / مساء الخير / مساء. اسمي هو [اسم المضيف] وأتصل من [اسم المؤسسة/الجامعة] بخصوص دراسة التخرج التي أجريناها قبل 24 عامًا.
	Could I please speak to [NAME]?	هل أستطيع التحدث مع [الاسم]؟
	[IF SPEAKING TO THE NAMED GRADUATE] This survey is an opportunity for you to express your retrospective view on the course that you completed about 24 years ago in the academic year 2016/17. All the information you provide will help improve the quality of learning and teaching. Your information is confidential and you will not be individually identified.	[إذا تحدثت مع التخرج المذكور أعلاه] هذه الاستطلاع هو فرصة لك، بوجهة نظر من الدراسة التي أكملتها قبل 24 عامًا وأنت الآن في العام الأكاديمي 2024/25. جميع المعلومات التي ستزودنا بها ستساعد على تحسين نوعية التعلم والتعليم. هذه المعلومات سرية وأن بلد التعرف هو أنك بذلك تخدم.
	The survey should take around 10 minutes to complete.	يجب أن تستغرق هذه الدراسة حوالي 10 دقيقة لإكمالها.
CAPI Item	INTRO1	
CAPI Text	Can you help with this important study?	هل تستطيع المساعدة في هذه الدراسة الهامة؟
CAPI Response	Continue	استمر.
CAPI Response	Make appointment	أعد موعد.
CAPI Response	Refusal	الرفض.
CAPI Response	Named independent not at this number	المستجاب أو التعداد غير موجود على هذا الرقم.
CAPI Response	Provides alternative number	يقترح رقم بديل.
CAPI Item	INTRO1a	
CAPI Text	Thank you, we will call again later.	شكراً، نأمل بالاتصال بكم لاحقاً.
CAPI Instruction	RECORD PREFERRED DATE AND TIME IN THE SPREADSHEET AND CALL BACK	أو أيضاً، يسجل التاريخ والوقت المناسب للاتصال مجدداً على السجل.
Item Conditions	ONLY SHOWN IF INTRO1=Make appointment	
CAPI Item	INTRO1b	
CAPI Text	Would you prefer to complete a short online survey instead?	هل تفضل إكمال استطلاع قصير على الإنترنت؟
CAPI Response	Yes	نعم.
CAPI Response	No	لا.
Item Conditions	ONLY SHOWN IF INTRO1b=Refusal	
CAPI Item	INTRO1c	
CAPI Text	What is your email address?	ما هو عنوان بريدك الإلكتروني؟
CAPI Response	RECORD EMAIL ADDRESS IN THE SPREADSHEET IF DIFFERENT FROM THE ONE GIVEN	أو أيضاً، يسجل عنوان البريد الإلكتروني إذا كان من مراجعة العنوان الموضح مع المستجيب.
Item Conditions	ONLY SHOWN IF INTRO1b=Refusal & INTRO1b=Yes	
CAPI Item	INTRO1d	
CAPI Text	Thank you for your time, I will send you a link to the online survey.	شكراً لك على وقتك، وسأرسل لك رابط الاستطلاع على الإنترنت.
CAPI Instruction	END CALL	إنهاء المكالمة.
Item Conditions	ONLY SHOWN IF INTRO1b=Refusal & INTRO1b=Yes	
CAPI Item	INTRO1e	
CAPI Text	Would you please tell me the main reason why you do not wish to participate?	هل من الممكن أن تقول لي السبب الرئيسي لعدم رغبتك في المشاركة؟
CAPI Response	No comment / just hung up	لا تعليق / انتهى الهاتف.
CAPI Response	Too busy	مشغول جداً.
CAPI Response	Never do surveys	لا أشارك بالاستطلاعات أبداً.
CAPI Response	30 minutes is too long	15 دقيقة طويلة جداً.
CAPI Response	Claims to have completed survey already	يدعي أنه أكمل الاستطلاع بالفعل.
CAPI Response	Other (OPEN)	أخرى (مفتوح).
Item Conditions	ONLY SHOWN IF INTRO1b=Refusal & INTRO1b=Yes	
CAPI Item	INTRO1f	
CAPI Text	Thank you for your time	شكراً لك على وقتك.
CAPI Instruction	END CALL	إنهاء المكالمة.
Item Conditions	ONLY SHOWN IF INTRO1b=Refusal & INTRO1b=Yes	
CAPI Item	INTRO1g	
CAPI Text	I'm sorry, but we must have the wrong contact details. Thank you for your time.	أنا آسف، لأنه قد أخطأ بمعلومات الاتصال. شكراً لك على وقتك.
CAPI Instruction	END CALL	إنهاء المكالمة.
Item Conditions	ONLY SHOWN IF INTRO1b=Refused respondent not at this number	
CAPI Item	INTRO1h	
CAPI Text	Thank you for providing that number and for your time.	شكراً (مجدداً) على الرقم ووقتك.
CAPI Instruction	RECORD ALTERNATIVE NUMBER IN THE SPREADSHEET AND END CALL.	أو أيضاً، يسجل الرقم البديل على السجل وانتهاء المكالمة.
Item Conditions	ONLY SHOWN IF INTRO1b=Provides alternative number	
CAPI Item	CL1	
CAPI Text	Thank you for agreeing to participate. Before we get started, we would like to update our details. Records and check a few details about your study. Firstly, did you graduate from [INSTITUTION NAME] in the academic year 2016/17 (i.e. about 24 years ago)?	أشكركم على موافقتكم للمشاركة معنا في هذا الاستطلاع قبل أن تبدأ. نريد أن نحدث بعض التفاصيل. سجلاتنا ونراجع بعض التفاصيل حول دراستك. أولاً، هل تخرجت من [اسم المؤسسة] في العام الأكاديمي 2016/17 (أي حوالي 24 عامًا مضت)؟
CAPI Response	Yes	نعم.
CAPI Response	No	لا.
Item Conditions	ONLY SHOWN IF INTRO1b=Continue	
CAPI Item	CL1a	
CAPI Text	Thank you for your time, but we need to speak with graduates from [INSTITUTION NAME].	شكراً لك على وقتك، ولكننا بحاجة للتحدث مع الخريجين من [اسم المؤسسة].
CAPI Instruction	END CALL	إنهاء المكالمة.
Item Conditions	ONLY SHOWN IF CL1=No	
CAPI Item	CL1G1a	
Item Text	What is the best mobile number and email address to contact you, if necessary?	ما هو أفضل رقم هاتف، مستخدم، وريد إلكتروني يمكنك استحداث التواصل منك عند الحاجة؟
Response Option	RECORD MOBILE NUMBER	سجل رقم الهاتف المحمول.
Response Option	RECORD EMAIL ADDRESS	سجل عنوان البريد الإلكتروني.
CAPI Item	CL2	
CAPI Text	Did you complete [LEVEL OF STUDY] in the academic year 2016/17 (i.e. about 24 years ago)?	هل أكملت دراستك [مستوى التعليم] في العام الأكاديمي 2016/17 (أي حوالي 24 عامًا مضت)؟
CAPI Response	Yes	نعم.
CAPI Response	No	لا.
CAPI Item	CL3a	
CAPI Text	What was the level of your study?	ما هو مستوى دراستك؟
Response Option	Doctorate	دكتوراه.
Response Option	Master's	الماستر.
Response Option	Graduate Diploma	شهادة الدراسات العليا.
Response Option	Bachelor	البكالوريوس.
Response Option	Higher Diploma	شهادة عليا.
Response Option	Diploma	شهادة.
Response Option	Other (OPEN)	أخرى (مفتوح).
Item Conditions	ONLY SHOWN IF CL2=No	
CAPI Item	CL3	
CAPI Text	Did you study [MAJOR] at that time (i.e. in the academic year 2016/17)?	هل درست [المجال] آنذاك، بأن تخصصك كان [اسم التخصص] في العام الأكاديمي 2016/17؟
CAPI Response	Yes	نعم.
CAPI Response	No	لا.
Item Conditions	ONLY SHOWN IF CL2=Yes	
CAPI Item	CL3a	
CAPI Text	What did you study?	ما هو التخصص الذي درستك؟
CAPI Response	(OPEN)	(مفتوح).
Item Conditions	ONLY SHOWN IF CL3=No	

Response Option	Item	Item ID
Item Conditions	ONLY SECTION IF AL21 completed the course or I discontinued the course or I have changed the course and completed it or I was not undertaking further study at that time. AL21has, I completed a course or	AL21
Item	AL21	AL21
Item Text	If you are not currently working, looking for a job or studying, what is the main activity you are currently doing?	إذا كنت لا تعمل حالياً أو تبحث عن وظيفة أو تدرس، ما هو النشاط الأساسي الذي تقوم به حالياً؟
Response Option	Children/Family Commitments	التزامات عائلية/عائلية
Response Option	Medical Reasons	أسباب طبية
Response Option	Personal Reasons	أسباب شخصية
Response Option	Nothing Specific	لا شيء محدد
Response Option	Volunteering	التطوع
Response Option	National Service	الخدمة الوطنية
Response Option	Other (OPEN)	أخرى (مفتوحة)
Instruction	IF 'OTHER', RECORD VERBATIM IF NECESSARY, READ-OUT RESPONSE OPTIONS	إذا كانت الإجابة أخرى، قم بتسجيل الإجابة كما يذكرها المستجيب إذا لزم الأمر، اقرأ خيارات الإجابة
Item Conditions	ONLY SECTION IF AL21 and AL21has	
Item	AL21	AL21
Item Text	If you are not currently working, looking for a job or studying, what is the main activity you are currently doing?	إذا كنت لا تعمل حالياً أو تبحث عن وظيفة أو تدرس، ما هو النشاط الأساسي الذي تقوم به حالياً؟
Response Option	Children/Family Commitments	التزامات عائلية/عائلية
Response Option	Medical Reasons	أسباب طبية
Response Option	Personal Reasons	أسباب شخصية
Response Option	Nothing Specific	لا شيء محدد
Response Option	Volunteering	التطوع
Response Option	National Service	الخدمة الوطنية
Response Option	Other (OPEN)	أخرى (مفتوحة)
Instruction	IF 'OTHER', RECORD VERBATIM IF NECESSARY, READ-OUT RESPONSE OPTIONS	إذا كانت الإجابة أخرى، قم بتسجيل الإجابة كما يذكرها المستجيب إذا لزم الأمر، اقرأ خيارات الإجابة
Item Conditions	ONLY SECTION IF AL21 and AL21has	
Item	AL21	AL21
Item Text	If you are not currently working, looking for a job or studying, what is the main activity you are currently doing?	إذا كنت لا تعمل حالياً أو تبحث عن وظيفة أو تدرس، ما هو النشاط الأساسي الذي تقوم به حالياً؟
Response Option	Children/Family Commitments	التزامات عائلية/عائلية
Response Option	Medical Reasons	أسباب طبية
Response Option	Personal Reasons	أسباب شخصية
Response Option	Nothing Specific	لا شيء محدد
Response Option	Volunteering	التطوع
Response Option	National Service	الخدمة الوطنية
Response Option	Other (OPEN)	أخرى (مفتوحة)
Instruction	IF 'OTHER', RECORD VERBATIM IF NECESSARY, READ-OUT RESPONSE OPTIONS	إذا كانت الإجابة أخرى، قم بتسجيل الإجابة كما يذكرها المستجيب إذا لزم الأمر، اقرأ خيارات الإجابة
Item Conditions	ONLY SECTION IF AL21has or AL21has or AL21has or AL21has	
Item	AL21	AL21
Item Text	Are you planning to go for further study?	هل تخطط لدراسة إضافية من الدراسة؟
Response Option	Yes	نعم
Response Option	No	لا
Item Conditions	ONLY SECTION IF AL21has or AL21has or AL21has or AL21has	
Item	AL21	AL21
Item Text	Now I am going to ask you some questions about your job.	الآن سأطرح عليك بعض الأسئلة حول وظيفتك.
Item	W11	W11
Item Text	How many times have you changed employer/company between graduating about 5/6 years ago and now?	كم مرة قد تغيرت جهة العمل (الشركة) منذ تخرجك قبل 5/6 أعوام وتصلب متى الآن؟
Response Option	0	0
Response Option	1	1
Response Option	2	2
Response Option	3	3
Response Option	4	4
Response Option	5	5
Response Option	More than 5	أكثر من 5 مرات
Item	W12	W12
Item Text	Where is your current main work location?	ما هو الموقع الرئيسي لعملك الحالي؟
Response Option	Ala Dhaki	البحرين
Response Option	Al Ain	البحرين
Response Option	Western Region	المنطقة الغربية
Response Option	Other (OPEN)	أخرى (مفتوحة)
Instruction	IF NECESSARY "Are you mainly working in Ala Dhaki, Al Ain or Western Region?"	إذا لزم الأمر، "هل تعمل حالياً في أوك، أمين أو المنطقة الغربية؟"
Item	W13	W13
Item Text	What is the name of your current employer/company?	ما هو اسم الجهة التي تعمل بها حالياً؟
Response Option	[OPEN]	[مفتوحة]
Instruction	IF MORE THAN ONE (EMPLOYER MENTIONED, ASK RESPONDENT TO FOCUS ON MAIN/PRIMARY EMPLOYER AND JOB) RECORD RESPONSE VERBATIM	إذا ذكر المستجيب أكثر من جهة عمل، اسأل عن المكان الذي تعمل والوظيفة الرئيسية. سجل الإجابة حرفياً.
Item	W14	W14
Item Text	What sector is your employer in? Should you say...	ما هو القطاع الذي يعمل فيه صاحبك؟ هل يجب أن أقول...
Response Option	Federal government,	الحكومة الاتحادية
Response Option	Local government,	الحكومة المحلية
Response Option	Semi-government,	شبه الحكومية
Response Option	Private sector, or you are self-employed?	القطاع الخاص، هل أنت موظف أم صاحب عمل خاص؟
Response Option	NOT SURE	غير متأكد
Instruction	READ-OUT RESPONSE OPTIONS, IF A PROMPT REQUIRED FOR SEMI-GOVERNMENT SAY "Partly private and partly publicly owned"	اقرأ خيارات الإجابة إذا لزم الأمر لتوضيح شبه الحكومية. قل "شأنياً مملوكة ومملوكة جزئياً"
Item	W15	W15
Item Text	What is your current occupation?	ما هي مهنتك الحالية؟
Response Option	[OPEN]	[مفتوحة]
Instruction	RECORD RESPONSE VERBATIM	سجل الإجابة حرفياً
Item	W16	W16
Item Text	What is your current monthly salary (i.e. take home pay)?	كم هو راتبك الشهري الحالي؟ (الراتب المالي الذي تتسلمه صافياً)
Response Option	Less than AED 5,000	أقل من 5000 درهم إماراتي
Response Option	AED 5,000 - 9,999	5000 - 9999 درهم
Response Option	AED 10,000 - 14,999	10000 - 14999 درهم
Response Option	AED 15,000 - 19,999	15000 - 19999 درهم
Response Option	AED 20,000 - 24,999	20000 - 24999 درهم
Response Option	AED 25,000 - 29,999	25000 - 29999 درهم
Response Option	AED 30,000 - 34,999	30000 - 34999 درهم
Response Option	AED 35,000 - 39,999	35000 - 39999 درهم
Response Option	AED 40,000 - 44,999	40000 - 44999 درهم
Response Option	AED 45,000 - 49,999	45000 - 49999 درهم
Response Option	AED 50,000 - 54,999	50000 - 54999 درهم
Response Option	AED 55,000 - 59,999	55000 - 59999 درهم

Response Option	AED 60,000 – \$4,999	40000 - 60000 درهم
Response Option	AED 60,000 – \$8,999	80000 - 100000 درهم
Response Option	AED 70,000 or more	100000 درهم أو أكثر
Response Option	No salary	لا يوجد راتب
Response Option	Refused to respond	رفض الإجابة

Item	W17	W17
Item Text	Thinking about your current job, would you say you are...	بالنسبة لـ فصلك الحالي ، هل تقول... كذلك ...
Response Option	satisfied	راضي
Response Option	dissatisfied	غير راضي
Response Option	NOT SURE	غير متأكد
Instruction	READ-OUT FIRST TWO RESPONSE OPTIONS	اقرأ أول خيارين من خيارات الإجابة

Item	W18	W18
Item Text	Why are you dissatisfied?	لماذا أنت غير راضي؟
Response Option	Low job status	مستوى وظيفي منخفض
Response Option	Low salary	راتب أقل
Response Option	Long working hours	ساعات العمل الطويلة
Response Option	Work location (far from where I live)	مواقع العمل (بعيدة عن المكان الذي أعيش فيه)
Response Option	Poor career prospects	عدم وجود فرص وظيفية مستقبلية
Response Option	No training or development	لا يوجد تدريب أو تطوير
Response Option	Uncomfortable work environment	بيئة عمل غير مريحة
Response Option	Job required different major or specialization	التخصص الوظيفي يتطلب تخصصات مختلفة
Response Option	No promotion	لا توجد ترقية
Response Option	Heavy work load	مهام شاقة
Response Option	The position requires lower qualifications	مطلوب المستوى (الدراسي) أقل
Response Option	Routine job	أعمال روتينية (روتينية)
Response Option	Does not take previous experience into consideration	لا تأخذ بعين الاعتبار الخبرة السابقة
Response Option	(OPEN)	[مفتوح]
Instruction	MARK ALL THAT APPLY IF NECESSARY ASK RESPONDENT TO FOCUS ON MAIN REASON FOR DISSATISFACTION ONLY SHOWS IF W17=dissatisfied	يُرجى اختيار الإجابة الصحيحة إذا لزم الأمر، يُرجى طلب من المستجيب التركيز على السبب الرئيسي لعدم الرضا *
Item Conditions		

Item	W19	W19
Item Text	Thinking about your current job, would you say your study at (INSTITUTION NAME) was...	بالنسبة لـ فصلك الحالي ، هل تقول أن دراستك في (اسم المؤسسة) ...
Response Option	relevant	ذات الصلة
Response Option	not relevant	غير ذات صلة
Response Option	NOT SURE	غير متأكد
Instruction	READ-OUT FIRST TWO RESPONSE OPTIONS	اقرأ أول خيارين من خيارات الإجابة

Item	W110	W110
Item Text	Thinking about your current job, did your higher education experience at (INSTITUTION NAME) prepare you well to help you progress in your career aspirations?	بالنسبة لـ فصلك الحالي ، هل إعدادك في (اسم المؤسسة) أعدك بشكل جيد أو ساعدك على التطور في تعليمك والتقدم الوظيفي؟
Response Option	very well	أبعد بشكل ممتاز
Response Option	Quite well	تقريباً بشكل جيد
Response Option	Not well	لا ليس جيد
Response Option	NOT SURE	غير متأكد
Instruction	READ-OUT FIRST THREE RESPONSE OPTIONS	اقرأ أول ثلاث خيارات الإجابة

Item	W110_3L SECTION THREE SHOWS IF A10=No	
Item Text	Now I am going to ask you some questions about job seeking.	الآن سأقوم بطرح بعض الأسئلة عن البحث عن عمل

Item	W11	W11
Item Text	Are you having difficulty finding a job?	هل تواجه صعوبة في العثور على عمل؟
Response Option	Yes	نعم
Response Option	No	لا

Item	W12	W12
Item Text	How many jobs have you applied for?	كم عدد الوظائف التي قد تقدمت لها؟
Response Option	0	0
Response Option	1 - 4	1 - 4
Response Option	5 - 9	5 - 9
Response Option	10 - 19	10 - 19
Response Option	20 or more	20 or more

Item	W13	W13
Item Text	How many interviews have you had?	كم عدد المقابلات التي أجريتها؟
Response Option	0	0
Response Option	1 - 4	1 - 4
Response Option	5 - 9	5 - 9
Response Option	10 - 19	10 - 19
Response Option	20 or more	20 or more

Item	W14	W14
Item Text	Have you been offered any jobs?	هل تم عرض أي وظيفة عليك؟
Response Option	Yes	نعم
Response Option	No	لا

Item	W15	W15
Item Text	Why didn't you take the job offer?	لماذا لم تقبل الوظيفة التي عرضت عليك؟
Response Option	Low job status	مستوى وظيفي منخفض
Response Option	Low salary	راتب أقل
Response Option	Routine job	أعمال روتينية (روتينية)
Response Option	Long working hours	ساعات العمل الطويلة
Response Option	Work location (far from where I live)	مواقع العمل (بعيدة عن المكان الذي أعيش فيه)
Response Option	No training or development	لا يوجد تدريب أو تطوير
Response Option	Uncomfortable work environment	بيئة عمل غير مريحة
Response Option	Job required different major or specialization	التخصص الوظيفي يتطلب تخصصات مختلفة
Response Option	No promotion	لا توجد ترقية
Response Option	Heavy work load	مهام شاقة
Response Option	The position requires lower qualifications	مطلوب المستوى (الدراسي) أقل
Response Option	Does not take previous experience into consideration	لا تأخذ بعين الاعتبار الخبرة السابقة
Response Option	(OPEN)	[مفتوح]
Instruction	MARK ALL THAT APPLY IF NECESSARY ASK RESPONDENT TO FOCUS ON MAIN REASON FOR NOT TAKING THE JOB ONLY SHOWS IF W14=No	يُرجى اختيار الإجابة الصحيحة إذا لزم الأمر، يُرجى طلب من المستجيب التركيز على السبب الرئيسي لعدم أخذ العرض *
Item Conditions		

Item	W16	W16
Item Text	I'm going to list some job-seeking strategies. Which of these strategies have you used?	سأقوم بذكر بعض الاستراتيجيات التي تستخدم في البحث عن عمل. أي من الاستراتيجيات التالية استخدمت في البحث عن عمل؟ يرجى كتابة على كل ما ينطبق
Response Option	Referrals from family and friends	من خلال توصيات العائلة والأصدقاء
Response Option	Responding to job advertisements/websites (online)	الرد على إعلانات الوظائف أو المواقع الإلكترونية
Response Option	Using recruitment or employment agencies	استخدام وكالات التوظيف أو العمالة
Response Option	Social networking websites, for example LinkedIn	مواقع الشبكات الاجتماعية مثل لينكد إن
Response Option	Directly contacting companies	الاتصال بالشركات مباشرة
Response Option	Student Career Office	مكتب الشؤون الطلابية
Response Option	Twelveen Council (Ad-Human Resource Authority)	مجلس التوظيف (مجلس الموارد البشرية - الشارقة)
Response Option	Career fairs	معارض التوظيف
Response Option	Other (OPEN)	أخرى [مفتوح]
Response Option	MARK ALL THAT APPLY IF NEEDED, RECORD VERBATIM IF NECESSARY, READ-OUT RESPONSE OPTIONS	اقرأ أول خيارين من خيارات الإجابة إذا لزم الأمر، سجل حرفياً
Item Conditions		

Item	W17	W17
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Item Text	Since you are still not employed, why do you think that is?	بما أنك لا تزال من دون عمل، لماذا تعتقد ذلك؟ (إمضِ ملاحظة على كل ما ينطبق)
Response Option	There are currently no jobs available.	لا يوجد حالياً أي وظائف متوفرة.
Response Option	There are currently no jobs available in my field of study.	لا يوجد حالياً أي وظائف متوفرة في مجال دراستي.
Response Option	There are currently no jobs available where I live.	لا يوجد حالياً أي وظائف متوفرة حيث أقيم.
Response Option	There are currently no jobs available in a mixed sex environment.	لا يوجد حالياً أي وظائف متوفرة في بيئة مختلطة الجنس.
Response Option	There are currently no jobs available in a single sex (male or female only) environment.	لا يوجد حالياً أي وظائف متوفرة في بيئة أحادي الجنس (ذكور أو أنثى فقط).
Response Option	There is too much competition for desired jobs.	هناك الكثير من المنافسة على الوظائف المرغوبة.
Response Option	There are jobs available, but only in entry level positions.	هناك وظائف متاحة ولكن في المناصب المبتدئة فقط.
Response Option	There are jobs available, but salaries are too low.	هناك وظائف متاحة ولكن الراتب منخفض جداً.
Response Option	I need to do more study to secure desired job.	أحتاج المزيد من الدراسة من أجل تأمين الوظيفة المرغوبة.
Response Option	I do not have sufficient experience in my field.	أفقر خبرة كافية في مجال عملي.
Response Option	There are jobs available, but none with flexible working arrangements.	هناك وظائف متاحة ولكن ليس الترتيبات العمل المرنة.
Response Option	Due to children or family commitments.	بسبب التزامات رعاية الأطفال أو الأسرة.
Response Option	Due to medical or personal reasons.	بسبب أسباب طبية أو شخصية.
Response Option	Other (OPEN)	أخرى (مفتوح)
Instruction	MARK ALL THAT APPLY.	عبر ملاحظة على كل ما ينطبق.
Instruction	IF OTHER, RECORD VERBATIM.	إذا غير ذلك، سجل الإجابة حرفياً.
Item	WPRO_FL1 (SECTION FL1 ONLY) WPRO FL1: I am going to ask you some questions about your study.	الآن سأعرض عليك بعض الأسئلة عن دراستك.
Item Text	FL1	في أي مؤسسة تعليمية (مستوى أكاديمي) تدرس حالياً؟
Response Option	[AUTO-COMPUTE FROM LIST OF MINISTRY ACCREDITED INSTITUTIONS PROVIDED]	[مفتوح]
Response Option	(OPEN)	سجل الإجابة حرفياً.
Instruction	RECORD RESPONSE VERBATIM.	
Item	FL2	ما هو مستوى دراستك الحالية؟
Item Text	FL2	ما هو مستوى دراستك الحالية؟
Response Option	Doctornate	الدكتوراه
Response Option	Master	الماستر
Response Option	Postgraduate Diploma	شهادة الدراسات العليا
Response Option	Bachelor	البكالوريوس
Response Option	Higher Diploma	شهادة عليا
Response Option	Diploma	شهادة
Response Option	Certificate	شهادة
Response Option	Non-award course / short course	دورة تعليمية / دورة قصيرة
Response Option	Other (OPEN)	أخرى (مفتوح)
Item	FL3	ما هو التخصص الذي تدرسه حالياً؟
Item Text	FL3	ما هو التخصص الذي تدرسه حالياً؟
Response Option	(OPEN)	[مفتوح]
Item	FL4	هل تخطط بدوام كامل أو بدوام جزئي؟
Item Text	FL4	هل تخطط بدوام كامل أو بدوام جزئي؟
Response Option	Full time	دوام كامل
Response Option	Part time	دوام جزئي
Item	FL5	ما هو السبب الرئيسي الذي يشجعك للقيام بالدراسة؟ (إمضِ ملاحظة على كل ما ينطبق)
Item Text	FL5	ما هو السبب الرئيسي الذي يشجعك للقيام بالدراسة؟ (إمضِ ملاحظة على كل ما ينطبق)
Response Option	To improve employment prospects	لتحسين فرص العمل
Response Option	I need further qualification for my desired job.	أنا بحاجة للتأهيل من أجل العمل الذي أريد بأخصوص عليه.
Response Option	I had always planned to do further study.	كنت قد تخطيطت دائماً للقيام بالدراسة من البداية.
Response Option	I am interested in this area of study.	أنا مهتم في هذا المجال من الدراسة.
Response Option	Wanted to study a different discipline	أريد دراسة تخصص مختلف.
Response Option	Enjoy studying	أستمتع بالدراسة.
Response Option	Other (OPEN)	أخرى (مفتوح)
Response Option	DO NOT READ-OUT OPTIONS.	لا تقرأ خيارات الإجابة.
Instruction	MARK ALL THAT APPLY.	عبر ملاحظة على كل ما ينطبق.
Item	WPRO_FL2 (SECTION FL2 ONLY) WPRO FL2: I have completed the course or I have changed to another course and completed that. (FL2 FL1FL1, I completed a course or FL2 FL1FL1, I completed a course).	الآن سأعرض عليك بعض الأسئلة عن دراستك التي أكتمتها.
Item Text	FL2	في أي مؤسسة تعليمية (مستوى أكاديمي) أكملت دراستك؟
Item Text	FL2	في أي مؤسسة تعليمية (مستوى أكاديمي) أكملت دراستك؟
Response Option	[AUTO-COMPUTE FROM LIST OF MINISTRY ACCREDITED INSTITUTIONS PROVIDED]	[مفتوح]
Response Option	(OPEN)	سجل الإجابة حرفياً.
Instruction	RECORD RESPONSE VERBATIM.	
Item	FL3	ما هو مستوى الدراسة الذي أكتمته؟
Item Text	FL3	ما هو مستوى الدراسة الذي أكتمته؟
Response Option	Doctornate	الدكتوراه
Response Option	Master	الماستر
Response Option	Postgraduate Diploma	شهادة الدراسات العليا
Response Option	Bachelor	البكالوريوس
Response Option	Higher Diploma	شهادة عليا
Response Option	Diploma	شهادة
Response Option	Certificate	شهادة
Response Option	Non-award course / short course	دورة تعليمية / دورة قصيرة
Response Option	Other (OPEN)	أخرى (مفتوح)
Item	FL4	ما هو التخصص الذي درسته؟
Item Text	FL4	ما هو التخصص الذي درسته؟
Response Option	(OPEN)	[مفتوح]
Item	FL5	هل تخطط بدوام كامل أو بدوام جزئي؟
Item Text	FL5	هل تخطط بدوام كامل أو بدوام جزئي؟
Response Option	Full time	دوام كامل
Response Option	Part time	دوام جزئي
Item	FL6	ما هو السبب الرئيسي الذي يشجعك للقيام بالدراسة؟ (إمضِ ملاحظة على كل ما ينطبق)
Item Text	FL6	ما هو السبب الرئيسي الذي يشجعك للقيام بالدراسة؟ (إمضِ ملاحظة على كل ما ينطبق)
Response Option	To improve employment prospects	لتحسين فرص العمل
Response Option	I need further qualification for my desired job.	أنا بحاجة للتأهيل من أجل العمل الذي أريد بأخصوص عليه.
Response Option	I had always planned to do further study.	كنت قد تخطيطت دائماً للقيام بالدراسة من البداية.
Response Option	I am interested in this area of study.	أنا مهتم في هذا المجال من الدراسة.
Response Option	Wanted to study a different discipline	أريد دراسة تخصص مختلف.
Response Option	Enjoy studying	أستمتع بالدراسة.
Response Option	Other (OPEN)	أخرى (مفتوح)
Response Option	DO NOT READ-OUT OPTIONS.	لا تقرأ خيارات الإجابة.
Instruction	MARK ALL THAT APPLY.	عبر ملاحظة على كل ما ينطبق.
Item	WPRO_FL3 (SECTION FL3 ONLY) WPRO FL3: I plan to do further study if I go for it.	الآن سأعرض عليك بعض الأسئلة عن القيام بالدراسة في حال قررت ذلك.
Item Text	FL3	في أي المؤسسة التعليمية (مستوى أكاديمي) أقر تخطيطي للالتحاق به (إذا كنت تدرست)؟
Item Text	FL3	في أي المؤسسة التعليمية (مستوى أكاديمي) أقر تخطيطي للالتحاق به (إذا كنت تدرست)؟

Response Option	[AUTO-COMplete FROM LIST OF MINISTRY-ACCREDITED INSTITUTIONS PROVIDED]	[مطلوب]
Response Option	[OPEN]	سجل الإجابة الحرة
Instruction	RECORD RESPONSE VERBATIM	
Item:	FLP2	FLP2
Item Text	What would be the level of your study?	ما هو مستوى الدراسة التي ترغب في الحصول عليها؟
Response Option	Diploma	دبلوم
Response Option	Master	الماجستير
Response Option	Postgraduate Diploma	دبلوم الدراسات العليا
Response Option	Bachelor	البكالوريوس
Response Option	Higher Diploma	دبلوم عالي
Response Option	Diploma	دبلوم
Response Option	Certificate	شهادة
Response Option	Non-award course / short course	دورة تعليمية / دورة قصيرة
Response Option	Other [OPEN]	أخرى [مطلوب]
Item:	FLP3	FLP3
Item Text	What would be the major of your study?	ما هو التخصص الذي ترغب في دراسته؟
Response Option	[OPEN]	[مطلوب]
Item:	FLP4	FLP4
Item Text	Would you study full time or part time?	هل تخطط للدراسة بدوام كامل أو بدوام جزئي؟
Response Option	Full time	دوام كامل
Response Option	Part time	دوام جزئي
Item:	FLP5	FLP5
Item Text	What would be your main reason for doing further study?	ما هو السبب الرئيسي الذي سيدفعك للحصول على مزيد من الدراسة؟ (ضع علامة على كل ما ينطبق)
Response Option	To improve employment prospects	لتحسين فرص العمل
Response Option	I need further qualification for my desired job	أنا بحاجة إلى مؤهلات إضافية من أجل العمل الذي أريد بالحصول عليه
Response Option	I had always planned to do further study	كنت قد خططت دائما للقيام بمزيد من الدراسة
Response Option	I am interested in this area of study	أنا مهتم في هذا المجال من الدراسة
Response Option	Wanted to study a different discipline	أردت دراسة تخصص مختلف
Response Option	Enjoy studying	أستمتع بالدراسة
Response Option	Other [OPEN]	أخرى [مطلوب]
Response Option	DO NOT READ OUT OPTIONS	لا تقرأ خيارات الإجابة
Instruction	WRITE ALL THAT APPLY	جميع علامة على كل ما ينطبق
Item:	WFLG_E1	WFLG_E1
Item Text	Now I am going to ask for your retrospective assessment about your higher education experience approximately 30 years ago.	الآن سأطلب منك بعض الأسئلة عن تقييمك لتجربتك في التعليم العالي قبل ثلاثة أعوام ونصف تقريبا.
Item:	EL1 (THIS ITEM INCLUDES THE FOLLOWING RESPONSE OPTIONS: Leave, unlikely, less worthwhile, not worthwhile)	EL1 (THIS ITEM INCLUDES THE FOLLOWING RESPONSE OPTIONS: Leave, unlikely, less worthwhile, not worthwhile)
Item Text	If you were now to choose whether or not to do the major that you did at [INSTITUTION NAME] in 2016/17 (i.e. about 30 years ago), how likely or unlikely is it that you would:	إذا كنت الآن تريد اختيار ما إذا كنت ستدرس نفس التخصص الذي أكملت دراسته في [اسم المؤسسة] في العام الدراسي 2016/17 (أي: قبل ثلاثة أعوام ونصف تقريبا)، هل يمكنك القول أنه محتمل أو مستبعد؟
Response Option	Do a completely different major	دراسة تخصص مختلف تماما
Response Option	Study at a different institution	الدراسة في مؤسسة تعليمية (جامعة/كلية) أخرى
Instruction	READ OUT FIRST TWO RESPONSE OPTIONS	اقرأ أول خيارين من خيارات الإجابة
Item:	EL2	EL2
Item Text	Thinking about your current activity, would you say your study at [INSTITUTION NAME] was...	بالنظر إلى نشاطك الحالي، هل تقول أن دراستك في [اسم المؤسسة] كانت...
Response Option	worthwhile (i.e. worth the time and effort; beneficial)	ذات قيمة عالية (استحققت الوقت والجهد المبذول وذات فائدة)
Response Option	not worthwhile? (i.e. not worth the time and effort; not beneficial)	عديمة الفائدة (لا تستحق الوقت والجهد المبذول وهو عديم الفائدة)
Response Option	NOT SURE	غير متأكد
Instruction	READ OUT FIRST TWO RESPONSE OPTIONS	اقرأ أول خيارين من خيارات الإجابة
Item:	EL3	EL3
Item Text	Thinking back of your program of study at [INSTITUTION NAME], are there any specific courses that would be helpful in what you are doing now (but were not included in the program)?	بالنظر إلى البرنامج الذي درست في [اسم المؤسسة]، هل توجد أي مساقات لم أاستفد منها أثناء دراستي في تلك المؤسسة والتي قد تكون مفيدة في ما أنا الآن أفعل؟
Response Option	Yes	نعم
Response Option	No	لا
Item:	EL4	EL4
Item Text	What are those courses that you think would be helpful to you?	ما هي المساقات التي تعتقد بأنها سوف تكون ذات فائدة لك؟
Response Option	[OPEN]	[مطلوب]
Instruction	RECORD RESPONSE VERBATIM	سجل الإجابة الحرة
Item Conditions	ONLY SHOWS IF EL3=Yes	
Item:	EL5 (THIS ITEM INCLUDES THE FOLLOWING RESPONSE OPTIONS: Very much, somewhat, Not at all, Not sure)	EL5 (THIS ITEM INCLUDES THE FOLLOWING RESPONSE OPTIONS: Very much, somewhat, Not at all, Not sure)
Item Text	How much did your experience at [INSTITUTION NAME] help you develop the following skills? Should you say very much, somewhat or not at all?	إلى أي مدى ساعدتك في تطوير المهارات التالية؟ هل تقول كثيرا، إلى حد ما، أو لا شيء على الإطلاق؟
Response Option	Problem-solving	مهارات حل المشكلات
Response Option	Critical and analytical thinking	مهارات التفكير النقدي والتحليل
Response Option	Information and IT literacy	الإلمام بالتقنيات الحديثة
Response Option	Writing skills	مهارات الكتابة
Response Option	Job or work related skills	المهارات المتعلقة بالعمل أو الوظيفة
Response Option	Speaking/Presenting skills	مهارات التحدث / التقديم
Response Option	Collaboration and teamwork	التعاون والعمل الجماعي
Response Option	Time management	إدارة الوقت
Instruction	IF NECESSARY, REPEAT RESPONSE OPTIONS: "Should you say very much, somewhat or not at all?"	إذا لزم الأمر، كرر خيارات الإجابة: "هل تقول كثيرا، إلى حد ما، أو لا شيء على الإطلاق؟"
Item:	EL6	EL6
Item Text	Would you recommend the major you completed about 30 years ago at [Institution Name] to your friends and family?	هل توصي أصدقائك وأفراد عائلتك بالدراسة التي أكملتها قبل ثلاثة أعوام ونصف تقريبا في [اسم المؤسسة]؟
Response Option	Yes	نعم
Response Option	No	لا
Item:	EL7	EL7
Item Text	Why you would not recommend?	لماذا لا توصي بهذا التخصص؟
Response Option	[OPEN]	[مطلوب]
Instruction	RECORD RESPONSE VERBATIM	سجل الإجابة الحرة
Item Conditions	ONLY SHOWS IF EL6=No	
Item:	EL8	EL8
Item Text	Would you recommend [Institution Name] to your friends and family?	هل توصي أصدقائك وأفراد عائلتك بالجامعة [اسم المؤسسة]؟
Response Option	Yes	نعم
Response Option	No	لا
Item:	EL9	EL9
Item Text	Why you would not recommend?	لماذا لا توصي بهذه المؤسسة التعليمية؟
Response Option	[OPEN]	[مطلوب]
Instruction	RECORD RESPONSE VERBATIM	سجل الإجابة الحرة
Item Conditions	ONLY SHOWS IF EL8=No	
Item:	CONCLUSION	CONCLUSION
Item Text	This is the end of the survey. Thank you for your time and for participating.	هذه هي نهاية الاستطلاع. شكرًا لك على وقتك وعلى مشاركتك.

*Note: The Graduate Destination Survey is facilitated by the Ministry of Education. All updates are from the MoE side and EAHM has no influence regarding it.