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|  |  | Ahsanullah University of Science and Technology (AUST)Bangladesh |

# COURSE FILE CHECKLIST

**1. Semester:**

**2. Academic Year:**

**3. Course Title:**

**4. Course Code & Section:**

**5. Instructor(s)**:

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| No. | Item | Remarks |
| 1 | Course Outline |  |
| 2 | Course Specification |  |
| 3 | Weekly Routine with Consultation Hours |  |
| 4 | Students attendance record |  |
| 5 | Google Drive URL for the Lecture slides / Handouts |  |
| 6 | Quiz questions with marking schemes |  |
| 7 | Three samples from each quiz (highest, medium & lowest) |  |
| 8 | Final Examination Vetting Form |  |
| 9 | Final Examination question paper and marking schemes |  |
| 10 | Three samples of Final Examination answer scripts (highest, medium & lowest) |  |
| 11 | Student feedback record (if any) |  |
| 12 | Direct Measurements of COs & POs |  |
| 13 | Course Report |  |

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| **Course File Prepared by:**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name: Department: Date:  | **Checked by:**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name: OBE Program Coordinator,***Name of the Department***Date:  |