STUDENT

HANDBOOK

Department of Computer Science
College of Engineering & Computer Science
Jazan University, Jizan
Kingdom of Saudi Arabia

ACADEMIC YEAR
2024-2025

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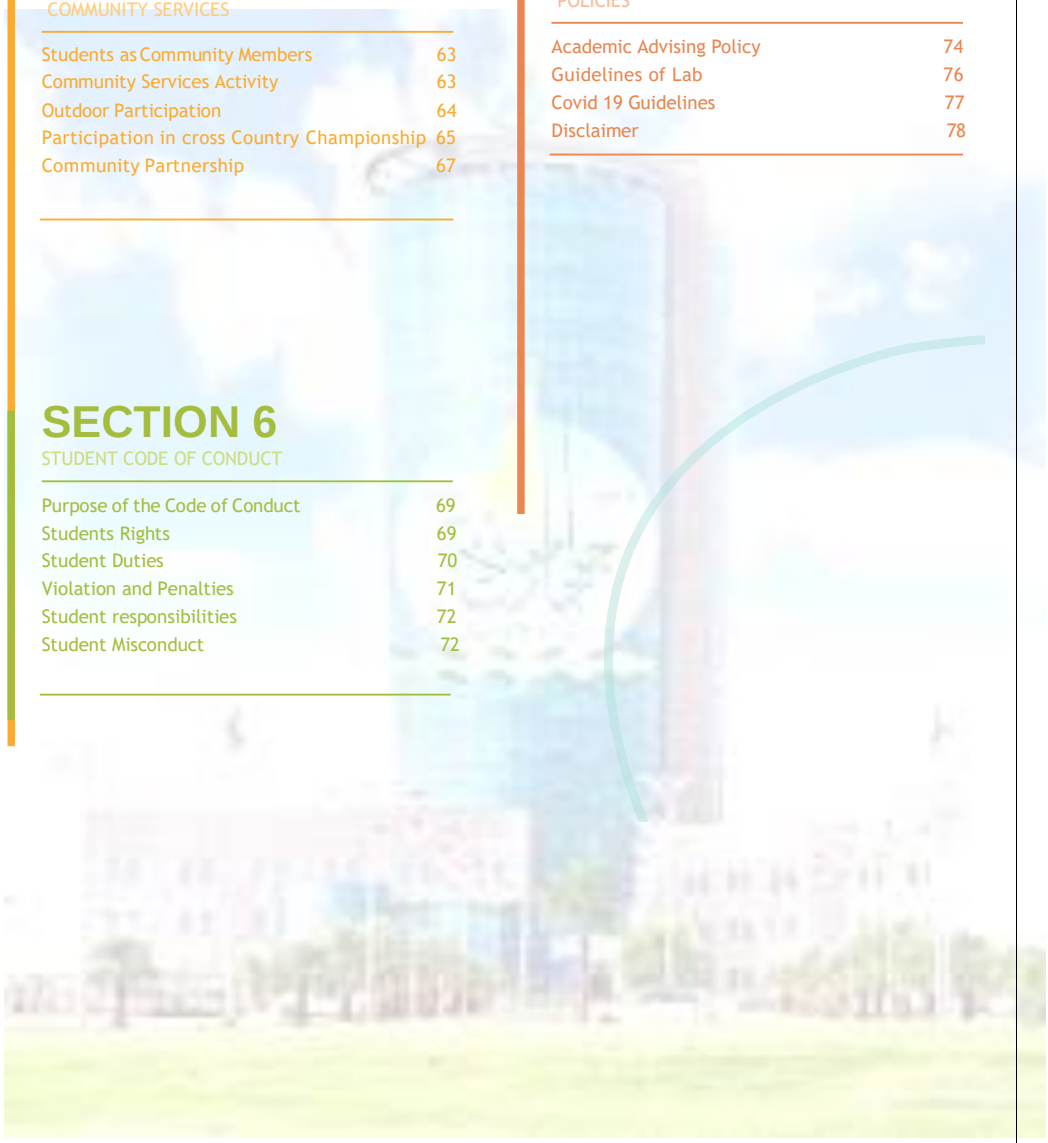

STUDENT HANDBOOK

This handbook aims to be a guide to life in the Department of Computer Science. It contains information on the structure of the Department, its staff, its committees, and other information useful to you throughout your studies. You are advised to read it thoroughly, in order to familiarize yourself with the practices and procedures of the Department. It does not replace any other communications you receive from the University, Faculty, or individual subject department, but should be read in conjunction with them. You should also be aware of the general rules and regulations of the University which apply to all students and should take note of the additional information issued by the University such as the 'Student Guide' handbook which can be found via the following link:

https://www.jazanu.edu.sa/sites/default/files/2024-07/Admission_2025.pdf

Online portal for Admission

https://edugate.jazanu.edu.sa/jazan/ui/guest/application_online/index/typeApplicationOnlineIndex.faces.

A MESSAGE FROM THE DEAN

Welcome!

I am pleased to welcome you all to the College of Engineering and Computer Science, this esteemed academic institution that we all take pride in belonging to. The college continues to contribute to achieving Saudi Arabia's Vision 2030, an ambitious vision that has made education and knowledge the cornerstone of achieving comprehensive and sustainable development.

Our college has made remarkable strides toward achieving the vision's objectives by focusing on the development of academic and research programs in various vital disciplines offered by the college, including:

Mechanical Engineering: Focused on innovating and designing advanced systems that serve various industrial sectors.

Civil and Architectural Engineering: Contributing to building an integrated and sustainable infrastructure that reflects the Kingdom's aspirations for smart urban expansion.

Computer Science: Playing a pivotal role in digital transformation and artificial intelligence to serve various sectors.

Electrical and Electronic Engineering: Enhancing innovations in renewable energy and smart systems.

Chemical Engineering: Contributing to the development of the chemical and petrochemical industries to achieve self-sufficiency and economic growth.

Industrial Engineering: Focused on improving efficiency and productivity in alignment with global quality standards.

In our pursuit of academic and research excellence, we have introduced specialized graduate programs aimed at deepening knowledge and preparing highly skilled professionals capable of driving development and innovation. We also take pride in the fact that the college now includes a comprehensive women's section across all departments and programs, reflecting our firm belief in the role of women in nation-building and achieving excellence in engineering and computer science fields.

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Empowering Saudi women is not just a goal but a fundamental pillar of our developmental vision. At the College of Engineering and Computer Science, we are committed to providing an inspiring and stimulating educational environment for all our male and female students, enabling them to acquire the knowledge and skills that align with labor market demands and contribute to building a bright future.

Finally, I pray that Allah grants us success in serving our religion and our nation, and that He makes our college a beacon of knowledge and innovation, contributing to the realization of our wise leadership's aspirations and Vision 2030.

Peace, mercy, and blessings of Allah be upon you.

Dr. Mousa Muhammad Khubrani
Dean of College of Engineering and computer science,
Jazan University

Message from the Department Head

Welcome to New Student

Welcome to the Department of Computer Science, College of Engineering and Computer Science, Jazan University. Vision of the department is to be recognized for imparting quality education, conducting research, serve the industry and community for the betterment of the nation. Department of Computer Science is committed to provide quality education and focus not only on technical knowledge but on empowering our graduates with skill to be at the forefront of our nation's growth. We prepare students for current trends of the job market and enhance student skills through collaborative student centric teaching and learning process. Majority of courses in our department have laboratory components, which will deepen their understanding by allowing them to be exposed to theory and practice. The students exhibit their learning through mini projects and final year projects. In order to provide real-time learning, the department is fully furnished with laboratories equipped with the latest tools and technologies. Our Department has a team of highly experienced and motivated faculty members who are ready to impart quality education and train the young minds. Our graduates are highly recruited within government agencies, and private industry.

Head

Department of Computer Science

Dr. Fathe Jeribi

Computer Science Department, MISSION, VISION AND GOALS

SECTION 1

VISION

Department of computer science Vision is to building a competitive environment in education, research, innovation and entrepreneurship in the field of Computer Science and Information Technology to serve the community.

MISSION

The Mission of the Computer Science Department is to provide best practices of education, research, innovation and entrepreneurship to our students in the field of computer science, so they contribute in building a vibrant society.

GOALS

- To impart innovative teaching to enrich students with sound computing knowledge by utilizing state of the art infrastructure.
- To prepare students for the job market by strengthening their problem solving and professional skills.
- To train students by providing an environment for lifelong learning and entrepreneurship.
- To support faculty and students in multidisciplinary research.
- To inculcate students with professional ethics and social responsibilities to contribute in society's economic growth.

1 | CS Department Contact Information

Department Name: Department of Computer Science

Department Contact Information:

Phone number: 0173295000 Ext. 6174

Office location: College of Computer Science and Information Technology, Jazan University, Main Campus, Jazan, Kingdom of Saudi Arabia

For more information about the Department and to look at the home pages of faculty members, please visit the Department website:

Computer Science | Jazan University

Organizational Structure

https://www.jazanu.edu.sa/en/administration/departments/computer-science-dept/organizational-structure-cs-program.

Communication Within the Department

Email

Students are provided with a University email account and once your registration is completed, all University communications will be sent to this account. It is very important that you check this daily during term-time, and regularly during vacation periods.

When emailing academic staff or professional services staff, please do so only from your University email account. Write in a professional, polite style, and remember to use an appropriate greeting and sign-off in all mails.

Academic and professional services staff will not normally reply to emails outside normal office hours—in other words you should not expect a reply to your email in the evenings or at the weekend.

Please try to find information in this handbook or through the University web pages in the first instance; if you cannot find what you are looking for, let us know so that we can post that information for the benefit of other students. Your **Academic Advisor** and student affair will also be able to answer many of your non-academic queries.

Online communication and Departmental website:

Information about particular course may be provided via Blackboard system. The Department of Computer Science websites can be found here.

https://www.jazanu.edu.sa/en/colleges/college-computer-science-and-information-technology-21

Noticeboards:

Student noticeboards are situated on the 2nd floor of the Department of Computer Science Building. General information including details of the Staff, Schedule, Student club and careers will be found here. Exam related information is available from the Blackboard, if you have any issues accessing your examination information then please contact your concerned teacher.

ACADEMIC OVERVIEW

SECTION 2

ACADEMIC CAMPUSES

The Computer Science department has three campuses.

Campus 1: Main Campus, Jazan University (For Boys)

Website Main Campus:

Department of Computer Science - جامعة جازان (jazanu.edu.sa)

Campus 2: Female Campus, Mahalya branch, Jazan (For Girls)

Student can access the Mahalya Campus information on the below link

[Department of Computer Science - Female Campus - جامعة جازان (jazanu.edu.sa)]

Academic Calendar and Semesters/Sessions

College of Computer Science offers two semesters and one session. The two semesters include the fall semester, 15 weeks from August/September to December, and the spring semester, 15 weeks from January/February to May/June.

The sessions include the summer session, eight weeks from June to August. Regular classes are scheduled during the fall and spring semesters and the summer session.

All dates are approximate and are adjusted annually to begin and end on appropriate weekdays. Each semester/session may include scheduled holidays. The academic calendar can be found through below link.

https://www.jazanu.edu.sa/sites/default/files/2024-08/Calendar2025.jpg

Student Regulation and Policies

Admission Requirement

- The student must be a Saudi citizen or have a Saudi mother.
- The student must have obtained a high school diploma or academic equivalent from inside the Kingdom or abroad.
- Student must take general aptitude exam.
- The student must not have been dismissed from the university or any other university due to academic or behavioral reasons. It is required of any student who has previously studied at any university or college to provide documentation that he has not been dismissed academically.
- No high school diploma will be accepted in which 5 or more years have passed.
- The student must obtain permission from the concerned party that he is free to study if he is employed eitherin the government sector or the private sector.
- Acceptance is based on the set percentage that is determined by the University.
- Any other conditions will be placed by the University at the time of application.

Admission and Registration

1. Upon primary online nomination, applicant will see three options:

A) (Accept and Confirm)

Pressing this option means that the applicant is accepting the offered primary nomination and confirms it asfinal acceptance without any competition for other specialty in case seats are available.

B) (Accept and Upgrade)

Pressing this option means that the applicant is accepting the offered primary nomination with and authorizesthe university to upgrade their admission to another program if a seat becomes available.

C) (Withdraw)

Pressing this option means that the applicant does not accept the offered primary nomination. This is considered a final withdrawal and a withdrawal form can then be printed online.

2. Not confirming primary nomination within the allowed time means that the applicant does not wish to join Jazan University. This will cause the applicant to lose their right to admission and as will as their access to their online account.
3. At the end of acceptance process applicant's state online is changed to (primarily accepted) or (finally accepted) and receives college, specialty, and student number online.
4. An applicant can withdraw after receiving student number by printing a Withdrawal form (a Clearance form) online. In this case the current admission will be terminated and the applicant will be eligible for admission after two academic years.
5. Accepted students should complete the final acceptance procedure by making reservation for issuing University Student card following these steps:
    - sign in to the online account.
    - access the University Student Card page (using student number or national id number)
    - select a date for issuing student card
    - print out student card issue date slip
    - print out notice of admission slip having met these conditions, the final admission is confirmed

Re Admission

i. A dropped-out student can apply for readmission at the Deanship of Admission and Registration according to these rules:
ii. A readmission request should be submitted prior to the intended readmission semester
iii. A readmission request has to be approved by the student's college council or any third party authorized by this council.
iv. If the expulsion occurred four semesters prior to the intended readmission semester (or two academic years in colleges that follow the full year system), a student can then apply for a new admission where admission conditions apply and a new university ID is issued.
v. Readmission is allowed only once and University Board has authority to make exceptions.
vi. Readmission is not allowed for students expelled for academic or disciplinary reasons.

For more information about Admission and Registration please go through the below link.

جامعة جازان (jazanu.edu.sa)

https://edugate.jazanu.edu.sa/jazan/ui/guest/application_online/index/typeApplicationOnlineIndex.faces.

Electronic Procedure to complete Admission

Deletion or Addition

Deletion and addition procedures

Log in through his account on the academic system portal.

Choose the delete and add link as desired.

First: Deletion

Withdrawal of hours Register according to the following criteria :

A- Not to exceed the minimum academic load allowed for registration

B- If the course to be deleted is a requirement attached to another course, then he is not entitled to delete it unless by deleting the both courses together, or keeping them together.

Second: The Addition

Add new hours according to the following criteria:

A- Not to exceed the maximum academic load allowed for registration

B – There is no conflict in the schedule and the final exam period

C- The possibility of registering in one of the courses to be added

You can access addition and deletion process through the below link.

Deletion and Addition - جامعة جازان (jazanu.edu.sa)

https://oportal.jazanu.edu.sa/adm/en/deletion-addition/

Academic Advisor

All students have an academic advisor responsible for reviewing and approving study plans and course registration. Students should frequently meet with their academic advisors to make sure that they are making satisfactory progress towards their degrees.

Academic Advising

- Assign Teaching staff member as academic advisor to a group of students.
- Announce reminder about the meeting between advisor and the student
- Monitor student attendance record.
- The academic advisor is expected to deal with student's academic, career, and personal problems.
- The academic advisor helps his students examine the course offerings in their major and understand their graduation requirements.
- The academic advisor helps the student explore the career fields within his/her major, and obtain related career information and survey job opportunities.
- The academic advisor serves as a link between the student and the administration by counseling the student on matters of failure, on the procedures for dropping and adding courses, course scheduling, and academic progress.
- The academic advisor must alarm students of the exclusion procedure well in advance, and of any subsequent changes that might be enforced during the course of their studies.
- Ensure that all academic advisors are providing specific and accurate

information and Keep accurate students' records.

- Encourage students to participate in different academic and nonacademic activities.
- Provide individual and/or group counseling and advising for students having educational, social or personal difficulties.
- Be knowledgeable of resources and facilities available to refer students for information, support and advice (Deans' offices, Student affair, Counseling services, psychiatric hospital, financial resources, career resources, etc.)
- Send invitations to students encouraging them to visit the counseling office to discuss and review their academic and nonacademic problems.
- Provide supportive academic advising by recognizing the personal, social or educational difficulties and responding to the differ students ' needs.

Student Counselling Services

Counseling is a necessary tool, dealing with a wide range of concerns, which include: personal, emotional problems, adjustment to college, family and relational conflicts, as well as academic concerns such as test anxiety, motivation difficulties and career decisions.

- In addition to academic advising services, Counseling services are also available in the College of Computer Science. Students can see a counselor about anything that is worrying them or hindering them from completing their personal and academic achievement.

Psychological tests offered

At counseling services, Psychological Tests are used as part of a counseling process that can help students achieve their goals. These goals may include finding a suitable major or career path, identifying their levels of motivation or determining their personal learning style through testing students can become better acquainted with their preferred problem solving, communication, or temperament styles as well as their specific impact on their way of relating to

others. Tests can also be used to identify the underlying dynamics of problems that the students may be facing such as stress, anxiety or depression. The Psychological Tests used at counseling services are standardized tools that require interpretation By licensed, trained professionals. The benefits of psychological testing include:

- Increased self "understanding
- Identification of personal strengths
- Identification of skills, which need to be learned
- Specific understanding of the dynamics of personality
- Identification of relevant mental health issues

When a student has severed, psychological or financial problems the counselor may referred the student to the psychiatric agent or students' affairs office of College of Computer Science and Information technology Jazan University.

Steps to take appointment with advisor.

- An initial advisory interview with the academic advisor will be carried out to determine the type of service appropriate for the student.
- Student should fill out some forms necessary before seeing the academic advisor.

Students can arrange an appointment to meet with the academic advisor through one of the following methods:

- Visit the Office of the faculty members, "Department of Computer Science " during the times of office hours from 8 am to 3 pm .
- Contact by telephone

Transfer Policy
a. Internal Transfer

- Internal transfer in Jazan University is granted upon approval of Deans of both Faculties.
- Internal transfer is allowed only once.
- Applicant should have GPA not less than 2.00 out of 5.00.
- Applicant should not have exceeded 4 semesters in Faculty of origin.
- Applicant should fulfill requirements for Faculty to which internal transfer is required.

Applicant finished courses are added to academic record including grades and GPA.

External Transfer

1. Transfer to Jazan University is allowed by acceptance of Dean of Faculty to which transfer is required according and the rules:
    - Applicant was enrolled in an approved college/university.
    - Applicant was not dismissed for academic or disciplinary reasons from college/university of origin.
    - Applicant meets requirements set by Faculty Board and has GPA no less than 3.0 out of 5.00.
    - Application is made during time set for transfer during academic calendar.
    - Applicant should have at least 60% of units left to study in Jazan University.
2. Applicant will be denied admission in case it was revealed that he/she was dismissed for academic or disciplinary reasons from university of origin.
3. A student is transferred in any given semester from one university to another according to announced procedures and dates in the target university and within general transfer regulations.
4. Courses completed in university of origin and valued by Department Board and are approved by Faculty Board and added to applicant's academic record and accounted for in GPA.

Visiting Students

A visiting student is a student who studies some courses in another university or in one of the branches of his own university without transfer. A visiting student is credited for his/her studied courses according to the following rose rules

- Approval of the original college in which he/she studies at
- Study should be in a recognized university or college
- The course that the student studies outside the university should be equivalent to one of his courses in the original university
- If the student studies in another branch in his own university then he is processed according to article 47
- The university council determine the maximum number of units that can be credited for visiting students
- The causes that the stools division because is that a visit in student study are not included in his GPA
- Any other regulations that the university determines

Condition for Visiting Students

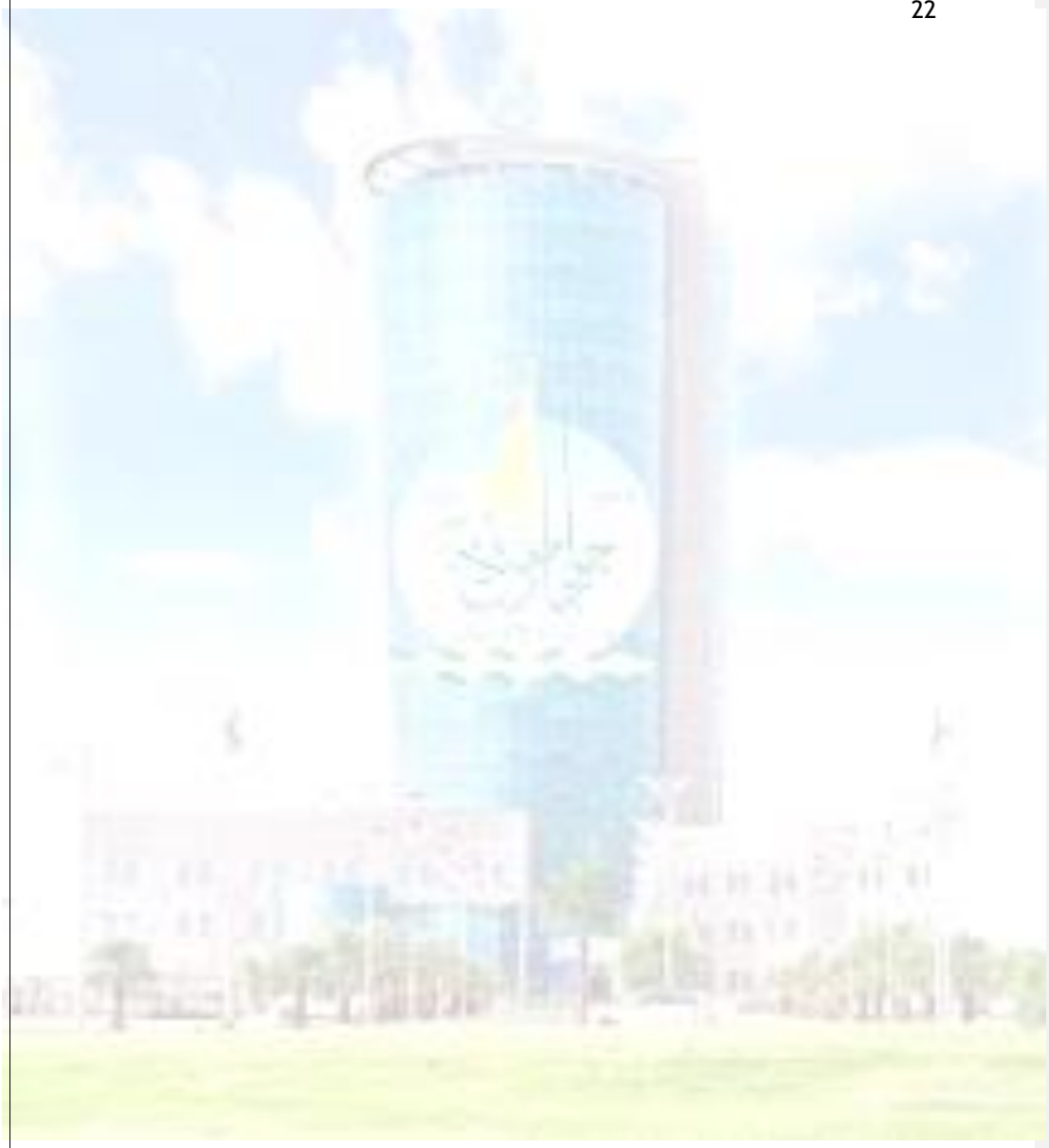
First: A student from Jazan University wishing to study as a visiting student in another university

1. A student must have an academic record showing no less than 2 semesters in his original college prior to the visiting student status request
2. A student must obtain approval from his/her college to study as a visiting student noting the courses that he/she would be studying, and the college has the right to set a minimum GPA to credit the student for his studied courses. Based on a recommendation from the student's college the student is handed an official letter from the Deanship of Admission and Registration before the end of the first week of the semester.
3. A visiting student studies must be taken in a recognized university.

4. The courses that the student study outside university should be equivalent to a core course in the student study plan.
5. The maximum number of credited units for a visiting student is 40% of the total number of units required for graduation at Jazan University.
6. Credited courses are not included in the student GPA yet they are recorded in his/her academic record.
7. A student must provide proof of his results in the first week of semester that follows his/her study as a visiting student. Failure to do so the student is then considered dropped-out during the in which he/she was registered as a visiting student, and he is process according to article 15.
8. A student is paid his/her monthly allowance after providing proof of study to the deanship of admission registration.

Second: A student from another university wishing to register as a visiting student at Jazan University

1. Student must have an academic record showing no less than 2 semesters in his original college prior to the visiting student status request at Jazan University
2. A visiting student must not be expelled based on academic or disciplinary reasons.
3. A student must produce a written letter of approval from his/her original university stating that he is allowed to study as a visiting student at Jazan University. The letter must mention the courses that the student will register for at Jazan University.
4. Visiting student must obtain approval of the targeted college
5. The maximum number of semesters a visiting student is allowed to register for is 2.
6. A visiting student is not entitled to housing or monthly and allowance at the Jazan University.
7. A visiting student courses are registered in his targeted college in accordance with registration regulations.



Student Assessment

Student assessment is the process of judgment of students" skills and knowledge at course and program levels. Effective assessment helps to improve student's learning. Towards meeting the objectives of teaching and learning and improving the quality of teaching and learning it's vital to ensure effective assessment procedure throughout the program. The college of Computer Science and Information Technology at Jazan University is therefore confidently assessing all students" activities at program and course levels. In Computer Science program faculty use a range of assessment measures including Case studies, Mini Projects, Assignments, Internal-exams, Lab exams and Final written examinations in order to obtain a clear picture of what students have learned; utilizing this variety of methods also avoids the potential weaknesses and give the chance for further improvement.

Student Assessment Scheme

The following assessment schemes are being guided by the current reviewed curriculum. Scheme-1: For the courses with Lab.

1	Midterm Exam	15%
2	Assignment 1	10 %
3	Assignment 2 / Miniproject	15%
4	Final Lab Exam	20%
5	Final Written Exam	40%

Scheme-2: For the courses with Lab (Programming)

1	Internal Exam	10%
2	Assignments	10%
3	Mini Project	20%
4	Final Lab Exam	20%
5	Final Written Exam	40%

Scheme-3: For the courses without Lab

1	Midterm Exam	15%
2	Assignments	25%
4	Paper / Case studies Presentation	20%
5	Final Written Exam	40%

Grade Point Average (GPA) Calculation

1. Faculty Board approves total marks for course recommended by Department Board between 40% and 50% of the total mark of the course, and the student classwork mark is determined by one of two ways:

    a. oral and practical exams, research, and curricular activities, or a selection of this in addition to one written test, or
    b. A minimum of two written exams.

2. Faculty Board approves Department Board recommendation to include oral/practical parts in final exam.

3. Department Board allows student to complete a prerequisite course on recommendation of teaching faculty.

4. General grade for GPA upon graduation is as follows:

    - (Excellent) GPA no less than 4.50 (or 3.5 out of 4.0)
    - (Very Good) GPA 3.75-4.49 (or 2.5-3.49 out of 4.0)
    - (Good) GPA 2.75-3.74 (or 1.75-2.74 out of 4.0)
    - (Pass)GPA 2.00-2.74 (or 1.00-1.74 out of 4.0)

5. Honors are granted according to GPA on conditions that:

    - Student has not failed courses in Jazan University or elsewhere.
    - Student completed graduation requirement within time frame.
    - Student completed 60% of graduation requirements in Jazan University

Student Grievance and Appeal

Students Request

- A request is made in writing to the unit concerned.
- A request is examined by the relevant committee.
- Decision is made by the Faculty Board.
- Applicant is notified of the decision in writing.

Grievance (Complaints)

- Complaints are made in writing to Dean or Vice Dean
- Complaints are transferred to Academic Department.
- Complaints are reviewed by an academic committee and decision is raised to the Dean
- The Dean makes decision about sanction according to committee recommendation.
- Malicious complaints are transferred to the University Permanent Student Affairs Committee of the University Vice-President for Academic Affairs to decide on proper action towards malicious complaints.
- Decision about complaint becomes final when seen by University Board and the Board Meeting Minutes is approved by University President

Appeals

Student is entitled to appeal against disciplinary actions as follows:

First Appeal

- Appeal against a Faculty Unit is made to the Dean who forwards to the Student Affairs Committee for review and recommendation. The Dean makes a decision/disciplinary action.

Final Appeal

- Appeal against second level action by Permanent Student Affairs Committee is made directly to University President within time frame for final appeal

Student Attendance Policy

Regular student is denied attending final exam if attended less than 75% of lectures and practical/clinical lessons during semester. Course work marks are added to denied student academic record and appear as (DN). Denial is approved by Faculty Board before start of final exams.

Faculty Board cancels denial for acceptable reasons made in application by student who attended at least 50%.

Student can access their attendance status through edugate portal.

https://edugate.jazanu.edu.sa/jazan/init

Safety Regulation

Fire Safety

Policies dealing with fire safety are life and death matters. Everyone at the college campus must take the policies regarding this area with the utmost seriousness. Anyone violating these policies is subject to possible prosecution from both the college and local authorities. In addition, individuals can be legally liable for other civil and criminal negligence should a fire or other related problem occurs. Certain doors are designated for "Emergency Exit Only." These doors are clearly identified, and are to be used only in cases of a true emergency, such as a fire, fire drill, tornado, etc. Students who violate the "emergency exit only" restriction will be subject to disciplinary action

Fire safety equipment, including extinguishers, exit signs, fire doors, and smoke alarms should be in working order at all times. Tampering with these safety devices is a violation of state law and can endanger lives and property. Individuals found to be responsible for such actions as pulling fire alarms, dispensing fire extinguishers, and disabling smoke detectors will be dealt with severely, including possible criminal prosecution.

Door Access (Unauthorized Access)

Unauthorized entry or use of university facilities, the reproduction or unauthorized use of college keys, unauthorized accessing, destruction of, or interference with computer programs, computer data bases, computer files, or computerized information stored in college computer systems is prohibited. The use of force to open the main door of a building is considered vandalism. Students found doing this may be subject to this policy as well as costs associated with repair. Range of sanction: from disciplinary warning through expulsion.

Certain doors on campus are locked for purposes of security. Some doors are also required by fire code to remain closed except when in immediate use. The propping of any of these doors can seriously compromise the safety and security of others, and therefore cannot be tolerated. Anyone found propping one of these doors open would be subject to disciplinary action.

Labs Security and safety measures

Safe working conditions help prevent injury to people and damage to computer equipment. A safe workspace is clean, organized, and properly lighted. Everyone must understand and follow safety procedures.

Follow the basic safety guidelines to prevent cuts, burns, electrical shock, and damage to eyesight. As a best practice, make sure that a fire extinguisher and first-aid kit are available in case of fire or injury. Poorly placed or unsecured cables can cause tripping hazards in a network installation. Cables should be installed in conduit orcable trays to prevent hazards.

This is a partial list of basic safety precautions to use when working on a computer:

- Turn off the power and unplug equipment before performing service.
- Never open a power supply or a CRT monitor.
- Do not touch devices that are hot (soldering) or that use high voltage.
- Know where the fire extinguisher is located and how to use it.
- Keep food and drinks out of your workspace.
- Keep your workspace clean and free of clutter.

Graduation Requirements to be fulfilled

A Student graduates after successful completion of graduation requirements according to the study plan. However, the cumulative GPA should not be less than - Acceptable. The College council on the recommendation from the concerned department council has the right to determine the appropriate courses to be studied by the students to raise the cumulative GPA; this is in case the student succeeds the courses and fails in achieving the required GPA.

Administrative Rules of Jazan University

1. The Student graduates after successful completion of graduation requirements according to the approved study plan provided that the cumulative GPA should not be less than (2.00) out of (5.00) with grade – Acceptable. The College council or its authorized representative determines upon a recommendation from the concerned department council, the appropriate courses to be studied by the student to raise the cumulative GPA and this is in event that the student succeeds in passing the courses but fails in achieving the required GPA.

2. The Student is not considered graduated unless the University council issues its approval of awarding him/her the University degree.

Graduation Period

a. Students who were awarded grade incomplete (L) or those who are allowed to take substitute exam in one or more courses in the final level of graduation program, or the like, an individual graduation note shall be submitted for them as soon as they complete the requirements and the final semester, the graduation semester is considered as the last study semester in student's record.

b. The students whose study plans require the completion of practical training courses, their names shall be submitted to the university council to ask for the approval of awarding them the degree upon the completion of the required course at the end of the semester, provided that the following phrase shall be written in his/her record (work is underway to complete practical training requirements).

Issuing a replacement certificate for the lost graduation certificate according to the following:

a) Student should announce the loss of the graduation certificate in the university newspaper or in one of the local newspapers and apply to issue a replacement for the lost certificate after a month of the announcement, a copy of the announcement should be attached with the application.

b) Stamp of a replacement document on each document or certificate issued as a replacement document for the lost one.

STUDENT SERVICES

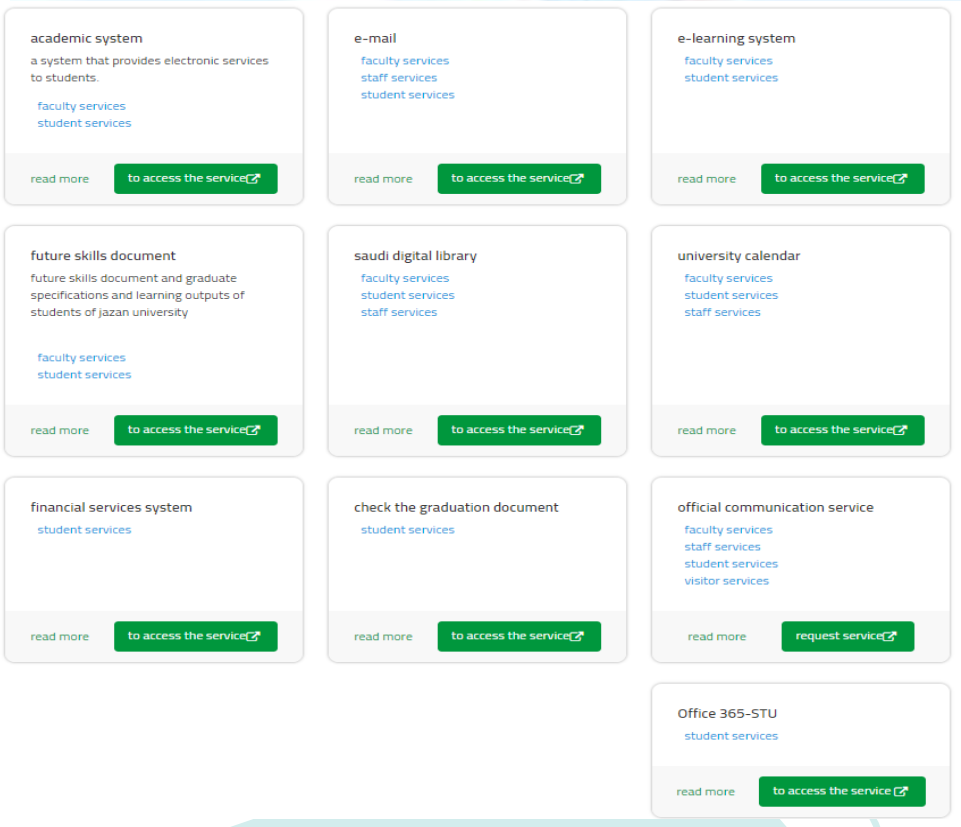
SECTION 3

Student Services

The Department of Computer Science provides excellent students services like Advanced Laboratories, Smart classrooms, Library, Academic advising, Cafeteria, students parking, services for students with special needs include Elevators, special parking, ramps, toilets specially designed for students with special needs apart from all the services offered from college and Jazan University listed below.

The University provides different services for student which can access through this link.

[student services | jazan university](https://www.jazanu.edu.sa/ar/e-services/students-services)
https://www.jazanu.edu.sa/ar/e-services/students-services



Student Activities (Extra-curricular activities)

Student activities are one of the most important issues of the university. The Deanship of Student Affairs endeavors hard to provide excellent student services and care including accommodation, food, and university book centers. In addition, the Deanship organizes various cultural, social, and sports programs and arts with an objective to build strong student personality and refine their talents through engaging in useful activities. Student activities include two main lines:

A. Central Activities:

University activities and events designed and organized by the Deanship of Student Affairs.

B. Peripheral Activities:

Activities organized and executed separately by Faculties and Colleges under supervision of the Deanship of Student Affairs.

The Department conducts seminars, training programs and workshops regularly for students to gain knowledge in current technologies and trends in the Job market, apart from these competitions for programming is conducted at interdepartmental, intercollege as well university level.

Mini projects are developed related to several courses, at the end of every semester best mini projects from these courses are displayed in an exhibition at department level, best 3 mini projects are chosen for intercollege mini project exhibition and competition, where the best projects are awarded with certificates and prizes.

Strategies Extracurricular Activities

Increase student participation in extracurricular activities within the Computer Science Department by employing motivational strategies that focus on incentives, recognition, and effective communication.

1. Incentive-Based Strategies

1.1 Academic Credits or Points

- Offer academic credits or merit points for active participation in certain activities, particularly those that enhance academic or professional skills.
- Partner with the administration to award extra credits for activities such as hackathons, coding workshops, and leadership roles in clubs.

2 Rewards and Prizes

- Use tangible rewards such as tech gadgets, vouchers, or gift cards for winners and active participants in departmental competitions and events.
- Distribute prizes for best-performing students, group projects, or innovative ideas

2. Recognition and Acknowledgment

2.1 Certificates and Badges

- Award certificates of participation or achievement for students involved in activities like workshops, competitions, and leadership roles in clubs.
- Create digital badges or e-certificates that can be added to students' LinkedIn profiles or personal portfolios.

2.2 publicize in Departmental Website and noticeboard

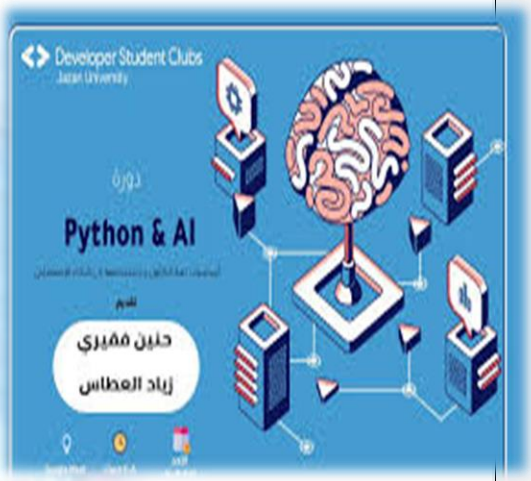
- Highlight student achievements on the department's social media channels and monthly newsletters.
- Post stories, photos, and shout-outs for students who excel in extracurricular activities, showcasing their contributions and successes.

3.1 Upcoming updates

- Use social media platforms and email newsletters to share updates about upcoming events, participation benefits, and success stories.
- Create a calendar for posting weekly updates, event highlights, and student achievements on platforms like Instagram, Twitter, and Facebook.
- Keeps students informed and engaged with frequent reminders and engaging visuals, maintaining excitement and interest.

4.1 Surveys and Feedback Loops

- Use surveys to collect student input on preferred types of activities, timing, and incentives.
- Conduct surveys at the beginning and end of each semester, using the data to tailor activities to student interests and availability.
- Creates a more student-centered extracurricular program, leading to higher engagement and satisfaction.



The Student Club

Most important and memorable experiences of a person's life is his student's life and extracurricular activities during that period makes valuable part in their personality development. Student Club activities helps students to develop their social and interpersonal skills by getting involved in extracurricular activities organized by the club. This helps students to improve their teamwork skills, and ability to build meaningful relationship with their surrounding peoples. Responsibility, good judgment and endurance can also be developed during such activities.

Student Club organized Seminar on "Procedures to apply for scholarship programmers Abroad- A gateway to vision 2030

1. Jazan University Scouts Clan.
2. Theatre Club.
3. Computer Club.
4. Science Club.
5. Business Administration Club.
6. Journalism and Media Club.
7. Social Partnership Club.

Student Education Fund

Student Education Fund is a fundamental administration within the Deanship of Student Affairs through which all of student activities are funded and run. This is done with close cooperation with University Financial Management Department. In addition to financing all student activities, the Student Fund also provides for other student services including loans, subventions, and subsidies. The Fund also finances Student Part-time Job Project within campus. In this project five male and five female students are hired to take up paid part-time jobs within campus in their colleges or at different university Administrative Departments and Deanships.

Innovation and Entrepreneurship Centre

The center was established in 1435H to achieve university's excellence in innovation and

entrepreneurship. It supervises and encourages student innovative ideas and initiatives. It is one of the basic pillars of knowledge economy that strives to identify and build talented students. The center aims at nourishing innovation, encouraging students to submit their innovative ideas, facilitating application of student creative thoughts, caring for talented students, 31 The Student Guide 2018 and marketing of student research results. The center accommodates several units to support innovative and entrepreneurial culture on campus.

Accommodation and Food

First: Accommodation Office

In addition to providing amicable learning environment and cordial social university life, the Deanship of Student Affairs is also keen to provide comfortable student accommodation. Jazan University accommodation is best known for cleanliness, quietness, and comfort.

Accommodation Requirements

1. Regular students, and when there is vacancies, post-graduate and visiting students.
2. Applicant's hometown is beyond 70 kms from the campus. When there are limits in vacancies priority is given to the farthest.
3. Applicant has not previously been dismissed from the university housing.
4. Applicant must sign form to adhere to student accommodation regulations and rules.
5. Applicant is free from infectious diseases according to a medical Certificate.
6. Applicant pays accommodation fees via one of the national banks as instructed by the Deanship of Student Affairs.
7. Applicant has no previous record of misconduct.

Accommodation Procedure

1. Applications are received and examined by the Student Accommodation Office.
2. Applications accepted on merit as per to Student Accommodation Regulations and based on available vacancies.
3. Providing students with instructions pertaining to living in the student accommodation.

4. Informing accepted students of the accommodation fees and requesting the accommodation fees receipts in order to process the students' units assignments
5. Assigning students their units in coordination with the accommodation officer
6. The accommodation officer shows the students to their designated rooms as well as there individual and shared furniture, and have them sign a confirmation log.

Accommodation Documents

1. Official proof of family residence (70km from campus).
2. Copy of National ID card.
3. Five photographs (size 4cmsx6cms)
4. Student Accommodation Application Form.
5. Medical Certificate from public hospital.

Second: Food Administration

Food Administration supervises food services for resident students as well as services, monitoring caterer's services, licenses, and contracts. The administration also organizes official banquets and ceremonies. In addition, the administration manages university cafeterias, restaurants, and canteens, and organizes events on healthy nutrition habits in consultation with expert health nutritionists.

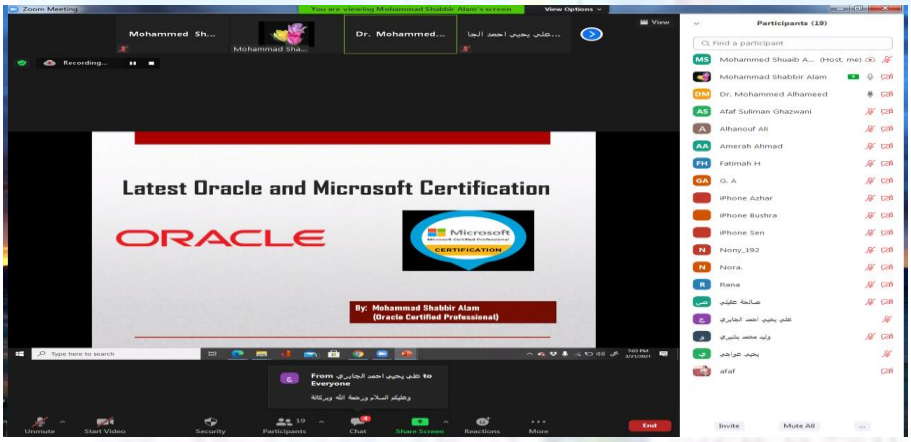
Medical Service General Administration

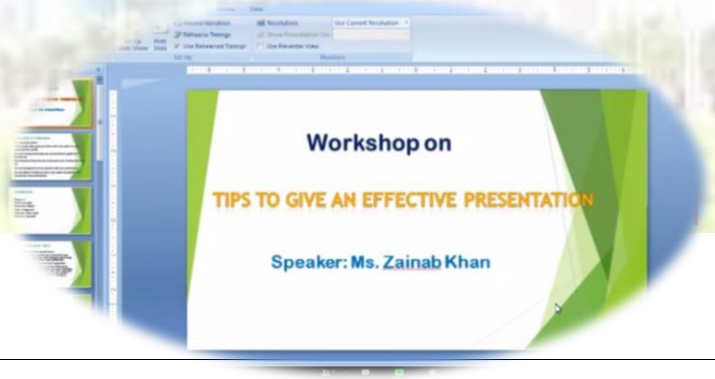
The department comprises of several units including university medical care centers, ambulance units, university mobile clinics, university medical committee, and university health enhancement unit.

Workshops

The CS department host several workshops on career and employment topics led by department staff and Alumni, including:

- Mini project
- Creative Problem Solving and Critical Thinking
- Final Project
- Effective Documentation
- Career Management, Employability and Leadership Skills Development
- Latest Certification
- Effective presentation Preparation
- Website Development
- Job Search Strategies





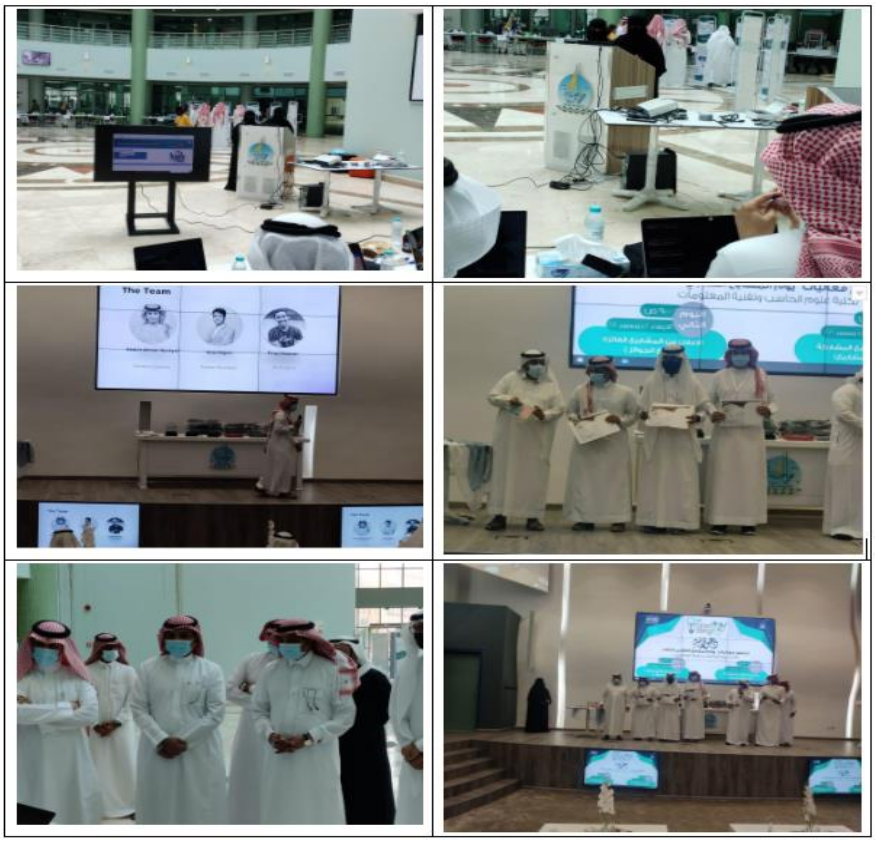
Events

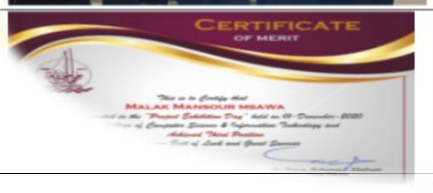
The CS Department facilitates the Mini-project fairs in the fall and spring for students to provide an opportunity to the student to showcase their proficiency in respective courses and presentation of mini projects findings in form of software developed and poster presentation. For dates and more information, please see the academic calendar.

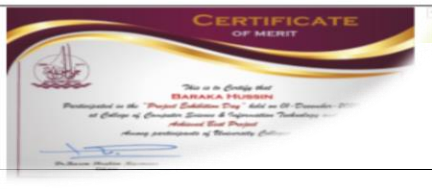
Reason for Event

1. Platform for students to showcase their talent.
2. Provide an opportunity to analyze the practical applications of their respective application and develop real time mini projects.
3. Students will get an opportunity to improve communication skills, remove their hesitation and enable them to present themselves in better way

College of Computer Science and Information Technology
Jazan University, Jazan
Saudi Arabia







Special Needs Student Services

The college has many facilities for the special need of its students like Special parking, Ramp for wheelchair facility, elevators, washrooms for special needs etc. The facilities are provided as per International Standards with the quality and adequacy and are monitored by the specialized team on a regular basis. The proper notices and equipment's for the health and safety have been provided in due locations.

Car Parking for Special needs

Ramp for Special Needs

Lifts
for Special needs

Bathrooms
Students

Alumni Affair Unit

CS department has its own Alumni committee. The role of Alumni committee is to support, connect, and engage students andalumni

Alumni work across industries, including academia, entrepreneurship, engineering, research, and science. Alumni Affairs can help students and alumni identify mentors and offers networking opportunities at JU and online.

Department of CS alumni and student communities have updates and directory of alumni.

The Computer Science program educate its students in the field of computer science apart from giving them the concepts of various domain like database, operating system, programming, software engineering etc. The students can have excellent job opportunities in government sector and private sector as well, there is a huge demand for computer science graduates in kingdom of Saudi Arabia and Globally. Our students are being trained with latest tools and technologies in computer science field and our Alumni is employed in reputed companies like Aramco, Sabic, telecom industries etc. Apart from pursuing higher education like masters and PhD.

Student Council

The Student Council is a student-run governing body dedicated to improving the quality of life for the students on campus. Its purpose is to represent the voice and interests of JU students to university administration, faculty, staff and community.

Study cost

Jazan university is a government university and it offers free education to all Saudi national students who fulfil all the admission requirements, apart from free education it also provides scholarships and all other facilities as per the guidelines of ministry of education.

For more information visit

https://www.moe.gov.sa/en/HigherEducation/ResidentsandVisitors/Pages/ScholarshipstoNon-Saudis.aspx

The College Library

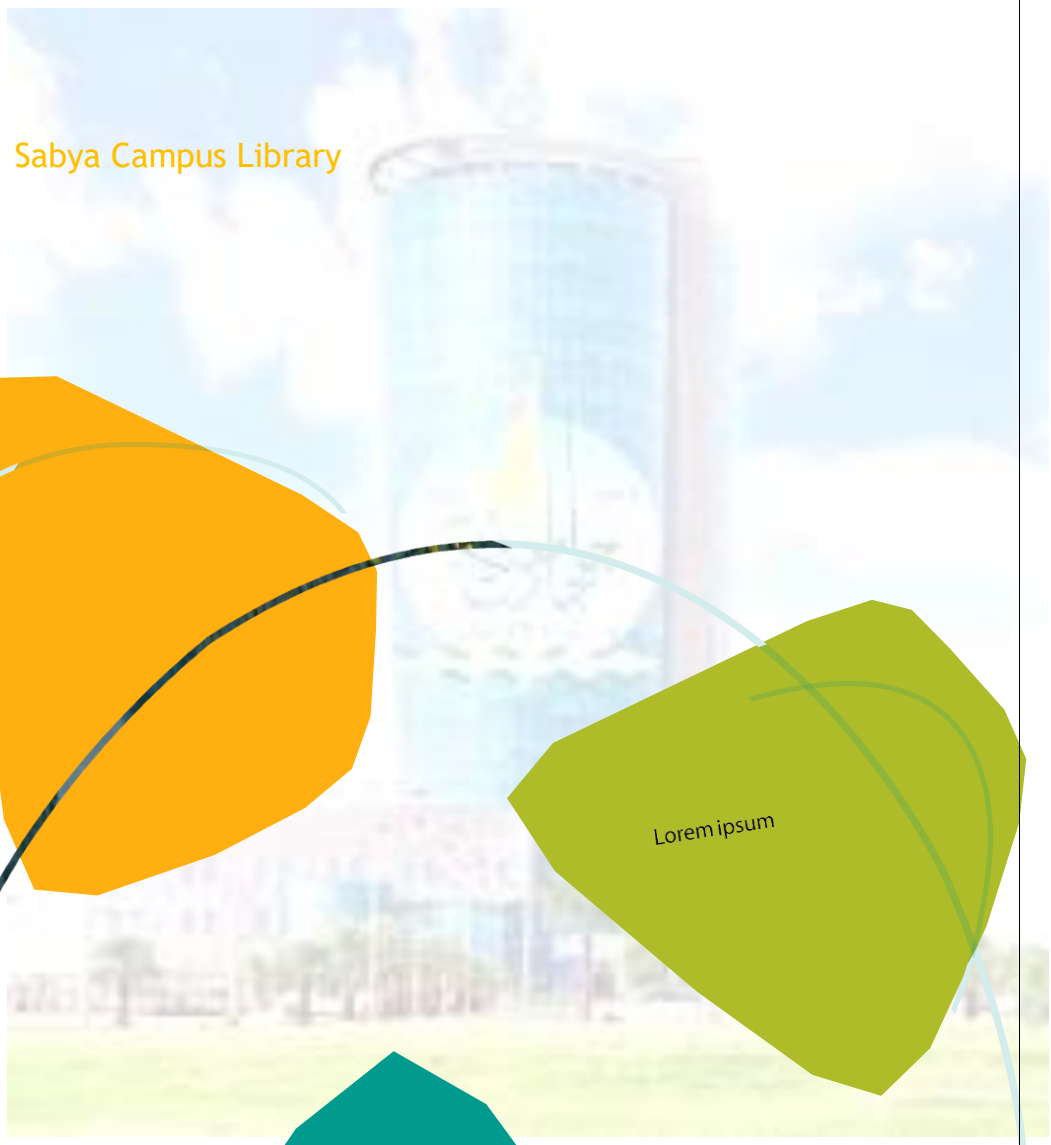
The CS & IT College Library (Main Campus) is located in the main campus 2nd floor. All the three campuses have their own library in their respective campus. The library holds a huge collection of English and Arabic resources

and books. It also contains specialized sections for periodicals and automated indexing system that facilitates search for library resources and loans. For the benefit of users, the library provides special reading areas with internet access points. Library also has several peripheries around campus including branches at its various departments. The College Library aims to:

1. Provide excellent up-to-date learning resources.
2. Facilitate scientific research literature.
3. Adopt cutting-edge technologies in library management.
4. Acquire latest IT as a means of communication.
5. Establish cooperation links with other university libraries.

Main Campus Library

Mahaliya Campus Library


Sabya Campus Library
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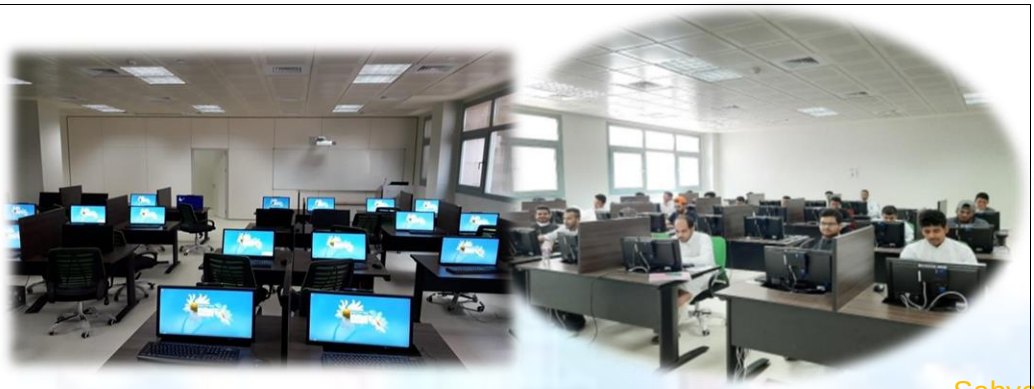
The College Laboratory.

All the labs are equipped with modern computing facilities and multimedia projectors in addition to hardware and software of specific area of research.



Sabya

Campus Lab

List of Computer labs

Computer Lab Unit
College of Computer Science & Information Technology
Jazan University

S.No	Name of Lab	Lab Number
1	Common Computer Lab	G083
2	Computer Application Lab	G099
3	Reticulate Techniques Lab	G102
4	Improving Programs Lab	G107
5	Applied Database Lab	G113
6	Distributed Database Lab	G126
7	Open Systems Lab	G129
8	E-Solution Lab	G134
9	Languages and Phonetics lab	G140
10	Multimedia Lab	G153
11	Open Systems Lab	G156
12	E-Solutions Lab	G161
13	Artificial Intelligence Lab	G167
14	Logic Designing Lab	G177
15	Computer Engineering Lab	G180
16	Processor and Digital Controller Lab	G183
17	Logical Circuits Lab	G188
18	Digital Controlling Lab	G194
19	Reticulate Operating Systems Lab	F090
20	Textual Network Engineering Lab	F103
21	Programming Lab	F106
22	Common Computer Lab	F129
23	Programming Lab	F132
24	Distributed database Lab	F155
25	Real-time Systems Lab	F158
26	Digital Logic lab	F163

CURRICULAM

University Level Common Courses

All students admitted to the Jazan University take the following courses during their graduation program. College of Computer Science and information Technology delivery plan of university level given. At University level 7 courses with 15 credits hours delivered to the students are mentioned semester wise

FIRST SEMESTER

Course Code	Course Title	* Pre-Requisite Courses	Credit Hours
COMP 111	Introduction to Computing	None	3
SLM 101	Islamic Culture I	None	2
ARB 102	Arabic Writing	None	2

THIRD SEMESTER

Course Code	Course Title	* Pre-Requisite Courses	Credit Hours
SLM 102	Islamic Culture 2	None	2

College Level Common Courses

Students admitted to the College of Computer Science and Information Technology, take the following courses whether they want to get their graduation in Computer Science, Network Engineering or Information Technology. These are the common courses for all the student's taking admission under any department in the college of College of Computer Science and Information Technology. Total 19 courses with 64 credits hours are delivered to the students at college level.

FIRST SEMESTER

Course Code	Course Title	* Pre-Requisite Courses	Credit Hours
ENG 101	English 1	None	6
MATH 105	Calculus	None	4

SECOND SEMESTER

Course Code	Course Title	* Pre-Requisite Courses	Credit Hours
MATH 107	Discrete Mathematics	MATH 105	3
MATH 106	Matrix Algebra	None	3
ENG 102	English 1	ENG 101	6
COMP 112	Programming 1	None	3

THIRD SEMESTER

Course Code	Course Title	* Pre-Requisite Courses	Credit Hours
PHYS 204	Principles of Physics (1)	None	4
MATH 262	Statistics and Probability	None	3
COMP 213	Programming 2	COMP 112	3
ITEC 211	Database Concepts and Design	None	3

FOURTH SEMESTER

Course Code	Course Title	* Pre-Requisite Courses	Credit Hours
PHYS 205	Principles of Physics (2)	PHYS 204	3
COMP 214	Object Oriented Programming	COMP 213	3
ITEC 212	Database Management System	ITEC 211	3
ITEC 251	Data Communication and Computer Networks	None	3

FIFTH SEMESTER

Course Code	Course Title	* Pre-Requisite Courses	Credit Hours
MATH 326	Linear Algebra	MATH 106	3
COMP 321	Data Structures and Algorithms	COMP 213	3
ITEC 321	Human Computer Interaction	None	3

SIXTH SEMESTER

Course Code	Course Title	* Pre-Requisite Courses	Credit Hours
COMP 333	Operating Systems	None	3

Department Courses

Course Code	Course Name	Credit Hours
COMP 231	Digital Design	3
COMP 332	Computer Architecture	3
COMP 315	Web Programming	3
COMP 316	Principles of Programming Languages	3
COMP 322	Design and Analysis of Algorithm	3
COMP 323	Computer Security and Privacy	3
COMP 371	Software Engineering	3
COMP 324	Graph Theory and Applications	3
COMP 441	Artificial Intelligence	3
COMP 434	Parallel and Distributed Computing	3
COMP 452	Cloud Computing	3
COMP 417	Enterprise Application Development	3
COMP 453	Data Science	3
COMP 4**	Elective - 1	3
COMP 461	Computer Graphics	3
COMP 472	Software Project Management	3
COMP 451	Data Modeling and Simulation	3
COMP 454	Data Mining	3
COMP 4**	Elective - 1	3
COMP 481	Cooperative Training	3
COMP 582	Graduation Project Phase - 1	3
COMP 5**	Elective - 2	3
COMP 555	Mobile Computing	3
COMP 525	Cryptography	3
COMP 593	Seminar	3
COMP 535	Theory of Computation	3
COMP 583	Graduation Project Phase - 2	3
COMP 5**	Elective - 3	3
COMP591	Computer and Professional Ethics	3
COMP 5**	Selected Topics in Computer Science	3
COMP 592	Entrepreneurship and Innovation	3
COMP 556	Internet of Things (IOT)	3

DEGREE PLAN

BS (COMPUTER SCIENCE) DEGREE PROGRAM STUDY PLAN

DEPARTMENT OF COMPUTER SCIENCE

COLLEGE OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY

Level – 1

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 111	Introduction to Computing	None	3
2	MATH 105	Calculus	None	4
3	ENG 101	English - 1	None	6
4	ARB 102	Arabic Writing	None	2
5	SLM 101	Islamic Culture – 1	None	2
			Total Credit hours	17

Level – 2

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 112	Programming – 1	None	3
2	MATH 106	Matrix Algebra	None	3
3	MATH 107	Discrete Mathematics	MATH 105	3
4	ENG 102	English - 2	ENG 101	6
			Total Credit hours	15

Level – 3

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 213	Programming – 2	COMP 112	3
2	ITEC 211	Database Concepts and Design	None	3
3	SLM 102	Islamic Culture - 2	None	2
4	PHYS 204	Principles of Physics (1)	None	4
5	MATH 262	Statistics and Probability	None	3
			Total Credit hours	15

Level - 4

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 214	Object Oriented Programming	COMP 213	3
2	COMP 231	Digital Design	None	3
3	ITEC 251	Data Communication and Computer Networks	None	3
4	PHYS 205	Principles of Physics (2)	PHYS 204	3
5	ITEC 212	Database Management System	ITEC 211	3
			Total credit hours	15

Level – 5

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 321	Data Structures and Algorithms	COMP 213	3
2	COMP 332	Computer Architecture	None	3
3	COMP 315	Web Programming	None	3
4	ITEC 321	Human Computer Interaction	None	3
5	MATH 326	Linear Algebra	MATH 106	3
			Total Credit hours	15

Level – 6

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 316	Principles of Programming languages	None	3
2	COMP 322	Design and Analysis of Algorithm	COMP 321	3
3	COMP 323	Computer Security and Privacy	None	3
4	COMP 333	Operating Systems	None	3
5	COMP 371	Software Engineering	None	3
6	COMP 324	Graph Theory and Applications	None	3
			Total Credit hours	18

Level – 7

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 441	Artificial Intelligence	None	3
2	COMP 434	Parallel and Distributed Computing	COMP 332	3
3	COMP 452	Cloud Computing	None	3
4	COMP 417	Enterprise Application Development	None	3
5	COMP 453	Data Science	None	3
			Total Credit hours	15

Level – 8

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 4**	Elective – 1	None	3
2	COMP 461	Computer Graphics	None	3
3	COMP 472	Software Project Management	COMP 371	3
4	COMP 451	Data Modeling and Simulation	None	3
5	COMP 454	Data Mining	None	3
			Total Credit hours	15

1	COMP 481	SUMMER TERM: COOPERATIVE TRAINING	None	3

Level – 9

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 582	Graduation Project Phase - 1	COMP 371	3
2	COMP 5**	Elective – 2	None	3
3	COMP 555	Mobile Computing	None	3
4	COMP 525	Cryptography	None	3
5	COMP 593	Seminar	None	1
6	COMP 535	Theory of Computation	None	3
			Total Credit hours	16

Level – 10

#	Course Code	Course Name	Pre-requisite	Cr
1	COMP 583	Graduation Project Phase - 2	COMP 582	3
2	COMP 5**	Elective – 3	None	3
3	COMP591	Computer and Professional Ethics	None	2
4	COMP 5**	Selected Topics in Computer Science	None	3
5	COMP 592	Entrepreneurship and Innovation	None	2
6	COMP 556	Internet of Things (IoT)	None	3
			Total Credit hours	16

TOTAL CREDIT HOURS = 160

ELECTIVE COURSES

BS (COMPUTER SCIENCE)

ELECTIVE COURSES

DEPARTMENT OF COMPUTER SCIENCE

COLLEGE OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY

ELECTIVE KNOWLEDGE DOMAINS

APPLICATION DEVELOPEMENT											
Elective – 1 (Level – 8)				Elective – 2 (Level – 9)				Elective – 3 (Level – 10)			
#	Course	Code	L	#	Course	Code	L	#	Course	Code	L
1	Concurrent Programming	COMP 418	8	2	Game Programming	COMP 519	9	3	Mobile Application Development	COMP 510	10

ARTIFICIAL INTELLIGENCE											
Elective – 1 (Level – 8)				Elective – 2 (Level – 9)				Elective – 3 (Level – 10)			
#	Course	Code	L	#	Course	Code	L	#	Course	Code	L
1	Machine Learning	COMP 442	8	2	Artificial Neural Network	COMP 543	9	3	Computer Vision	COMP 562	10

CLOUD COMPUTING											
Elective – 1 (Level – 8)				Elective – 2 (Level – 9)				Elective – 3 (Level – 10)			
#	Course	Code	L	#	Course	Code	L	#	Course	Code	L
1	Big Data	COMP 457	8	2	Cloud Architecture and Design	COMP 558	9	3	Cloud Management	COMP 559	10

SOFTWARE ENGINEERING											
Elective – 1 (Level – 8)				Elective – 2 (Level – 9)				Elective – 3 (Level – 10)			
#	Course	Code	L	#	Course	Code	L	#	Course	Code	L
1	Software Requirements Engineering	COMP 473	8	2	Software Architecture & Design	COMP 574	9	3	Software Testing and Quality Assurance	COMP 575	10

LIST OF COURSES UNDER SELECTED TOPICS (Level – 10)								
#	Course	Code	#	Course	Code	#	Course	Code
1	Virtual Reality	COMP 563	4	Digital Forensics	COMP 526	7	Extreme Computing	COMP 550
2	Cyber Law & Security Policy	COMP 594	5	Natural Language Processing	COMP 545	8	Soft Computing	COMP 556
3	Computational Intelligence	COMP 544	6	Green Computing	COMP 595	9	Biomedical Computing	COMP 596
10	Ethical Hacking	COMP 527						

BS (COMPUTER SCIENCE)
LIST OF COURSES BASED ON KNOWLEDGE DOMAINS

PROGRAMMING TRACK – 1				ALGORITHM & SECURITY TRACK – 2				SYSTEM TRACK – 3			
#	Course	Code	L	#	Course	Code	L	#	Course	Code	L
1	Introduction to Computing	COMP 111	1	1	Data Structures and Algorithms	COMP 321	5	1	Digital Design	COMP 231	4
2	Programming - 1	COMP 112	2	2	Design and Analysis of Algorithm	COMP 322	6	2	Computer Architecture	COMP 332	5
3	Programming - 2	COMP 213	3	3	Computer Security and Privacy	COMP 323	6	3	Operating Systems	COMP 333	6
4	Object Oriented Programming	COMP 214	4	4	Graph Theory and Applications	COMP 324	6	4	Parallel and Distributed Computing	COMP 434	7
5	Web Programing	COMP 315	5	5	Cryptography	COMP 525	9	5	Theory of Computation	COMP 535	9
6	Principles of Programming Languages	COMP 316	6	6	Digital Forensic	COMP 526	10				
7	Enterprise Application Development	COMP 417	7	7	Ethical Hacking	COMP 527	10				
8	Concurrent Programming	COMP 418	8								
9	Game Programming	COMP 519	9								
10	Mobile Application Development	COMP 510	10								

INTELLIGENT SYSTEMS TRACK – 4				COMPUTATIONAL SCIENCE TRACK – 5				GRAPHICS TRACK – 6			
#	Course	Code	L	#	Course	Code	L	#	Course	Code	L
1	Artificial Intelligence	COMP 441	7	1	Data Modeling and Simulation	COMP 451	8	1	Computer Graphics	COMP 461	8
2	Machine Learning	COMP 442	8	2	Cloud Computing	COMP 452	7	2	Computer Vision	COMP 562	10
3	Artificial Neural Network	COMP 543	9	3	Data Science	COMP 453	7	3	Virtual Reality	COMP 563	10
4	Computational Intelligence	COMP 544	10	4	Data Mining	COMP 454	8				
5	Natural Language Processing	COMP 545	10	5	Mobile Computing	COMP 555	9				
6	Soft Computing	COMP 556	10	6	Internet of Things (IoT)	COMP 556	10				
				7	Big Data	COMP 457	8				
				8	Cloud Architecture and Design	COMP 558	9				
				9	Cloud Management	COMP 559	10				
				10	Extreme Computing	COMP 550	10				

COURSE DESCRIPTION

Digital Design

This course provides basic concepts of digital systems, review of core design components and circuit design principles. It covers the principles and methodology of digital logic design at the gate and switch level, including both combinational and sequential logic elements. It covers the topics of number system, Boolean algebra and switching theory, combinational circuits design using multiplexers, decoders, comparators and adders.

Computer Architecture

This course is about the structure and basic function of computers. Its purpose is to present, as clearly and completely as possible, the nature and characteristics of modern-day computer systems. This coursecovers all aspects of computer, from the underlying integrated circuit technology used to construct computer components, to the increasing use of parallel organization concepts. This course also focuses on different elements of Computer Organization and Major components which include processor, memory, I/O, control unit, registers, ALU, and instruction execution unit. It also discusses control signals for the operation and coordination of all processor components.

WEB PROGRAMMING

This course aims to provide fundamental concepts of designing a web page and developing static as well dynamic web sites for UG level students. Some of the most popular web related techniques such as HTML, CSS and PHP are included in order to design and develop real world web applications.

DESIGN AND ANALYSIS OF ALGORITHM

This course provides the students techniques for designing and analyzing algorithms such as brute-force and divide-and-conquer. The course covers the basic design techniques and algorithms that addresses important set of well-defined problems: DFS and BFS; shortest-path algorithms (Dijkstra's and Floyd's algorithms); transitive closure (Floyd's algorithm); minimum spanning tree (Prim's and Kruskal's algorithms); topological sort. Different algorithms for a given computational task are presented and their relative merits evaluated based on performance measures in addition, the course will provide different complexity characteristics P and NP classes, NP-completeness and reduction techniques.

COMPUTER SECURITY & PRIVACY

This course provides an integrated, comprehensive and up-to-date coverage of topics in Computer Security. The list of topics covers the basics of Computer Security, Cryptographic Tools, User Authentication, Access Control, Malicious Software, Denial-of-Service Attacks, Intrusion Detection and Message authentication.

SOFTWARE ENGINEERING

Software engineering is a major branch of computing science that deals with the development of software systems as practical and cost-effective solutions for individuals and society. This course covers the fundamentals of software engineering like software life cycle, requirements engineering, system development paradigm, and system modeling using UML. It also covers software verification & validation, important implementation issues, open-source development and concepts of software re-engineering. The course has a strong technical relation with graduation project providing the opportunity to practice software engineering knowledge, skills, and practices in a realistic development setting with a

real client.

GRAPH THEORY AND APPLICATIONS

The course covers basic of Graph theory and applications in the field of computing science. The areas that will be studied are graphs, trees and networks. Topics related to graphs will include graph models, graph isomorphism, connectivity and traversability, planarity, distance in graphs, digraphs and networks. Tree related topics will include properties of trees, tree traversal, minimum spanning trees and use of trees in sorting and prefix codes. Algorithms on networks such as shortest path algorithm, minimal spanning tree algorithm and min-flow max-cut algorithm.

PRINCIPLES OF PROGRAMMING LANGUAGES

This course aims to present the basic principles of syntax, semantic, theory and computational behavior of programs in terms of investigating how the programming languages are. It includes the following topics: inductive sets of data, data abstraction, expression, state, continuation-passing interpreters, continuation-passing style, type checked languages, modules and OOPs**.**

ARTIFICIAL INTELLIGENCE

This course offers basic concepts of the Intelligence, Innovative, achievements and advance development areas of AI. It covers modern techniques for computers to represent task-relevant information and intelligent decisions system, solving problems by searching towards the achievement of goals. It covers some advanced topics namely Machine Learning, Planning, Neural networks and Multi-Agent Systems basics.

PARALLEL AND DISTRIBUTED COMPUTING

This course provides an overview of distributed and parallel systems. It covers a broad range of topics related to parallel and distributed computing, including parallel and distributed architectures and systems, cloud platform architecture, parallel and distributed programming paradigms, parallel algorithms, and scientific and other applications of parallel and distributed computing.

CLOUD COMPUTING

Cloud Computing is a large-scale distributed computing paradigm which drastically become a lashing force in the field of information technology over the last several years. This course covers the following topics: Complex system design and analysis; virtualization, resource management, storage systems, networking, and Cloud Application development. The student gain hands-on experience with various features of popular cloud platforms namely, Google App Engine, IBM Bluemix and Amazon Web Service. The course also covers the advanced cloud programming paradigms such as Hadoop's Map Reduce and various data mining tools and techniques for Big data analysis.

DATA SCIENCE

This course will introduce students to this rapidly growing field and equip them with some of its basic principles and tools. It provides the insights about the roles of a data scientist and enable to analyze to Big Data. The course also explains the principles of Data Science for the data analysis and learn cutting edge tools and techniques for data analysis. It also provides a hand-on introduction to statistics and data science. It also includes concepts, techniques and tools they need to deal with various facets of data science practice, including data collection and integration, exploratory data analysis, predictive modeling, descriptive modeling, data product creation, evaluation, and effective communication.

ENTERPRISE APPLICATION DEVELOPMENT

This course aims to introduce the development of stand-alone and dynamic web applications with respect to solve real world problems using one to many tier architectures. In order to construct the stand alone and web applications, it mainly focuses on techniques to design and implement front-end, back-end and business logics using various java-based technologies.

DATA MODELING AND SIMULATION

This course provides an overview of models and simulations and of modeling and simulation techniques. Techniques include time-driven, event-driven dynamic models/simulations and Monte Carlo Simulation. Classification of models: discrete or continuous, stochastic or deterministic, static or dynamic. The course also provide thorough understanding of random number generation, Queuing models, Simulation of queuing systems, inventory systems input modeling and verification & validation of simulation models.

COMPUTER GRAPHICS

This course covers Computer Graphics theory and its applications. Topics taught are classified as Fundamentals of computer graphics programming, Graphics hardware and software standards, 2D geometric primitives and raster images, 3D object representations. Data structures, algorithms, and the graphics pipeline. Graphical user interfaces. Underlying concepts in computer graphics systems including games, animation, modeling, rendering and paint systems.

SOFTWARE PROJECT MANAGEMENT

This course covers the key aspects of Software Project Management. It covers software project planning and evaluation techniques. The course also teaches how to plan and manage projects at each stage of the software development life cycle. Students will study project planning, activity planning and risk management. Students will also learn project management and control, staffing in software projects, managing people, organizational behavior, best methods of staff selection, The Oldham Hackman job characteristic model.

DATA MINING

This course is designed to give the students the knowledge and skills needed to Understand the data warehouse, Apply the data warehouse in different areas, Recognize different methods and algorithms of data mining. Also use data mining methods in different applications. This module builds on the introductory module in data warehouse and data mining. It intends to introduce more advanced topics in databases such as data mining and data warehousing.

PROJECT PHASE 1

The course is the first part of a sequence of two courses that constitute the BS (Computer Science) graduation capstone project in which students will develop a complete software system. Students will work in groups of two students, each group will have a supervisor to guide them through the system development process using a specific methodology. In this first part of the graduation project, each group must identify a problem domain, define the problem statement, identify and specify the requirements, document the current system, analyze it, propose alternative systems, and design a solution. Conduct a thorough investigation of a particular CS-related problem and for research-based projects. The design must include the definitions of all the required system models, such as the data model and the functional model. At the end of the course, each group students have to give presentation till design phase and submit

a formal report documenting the complete process till design phase. **56**

MOBILE COMPUTING

This course provides a comprehensive overview of mobile computing along with its security issues and mobility. The course will give you an understanding of mobile agent systems and platforms, multiple access schemes and about various communication satellite systems. This course broadly covers the standards issues and physical mobility including wireless LANs, mobile IP, mobile TCP, mobile ad-hoc networks as well as various routing protocols. This course focuses on the issues associated with small handheld portable devices and application

CRYPTOGRAPHY

This course provides an insight of functioning and analysis of various cryptographic algorithms and protocols and their applications. The course covers the following topics: Principles of cryptography, classical ciphers and general cryptanalysis, Symmetric primitives: Modern encryption methods and secure hashing, Public key cryptography: Key exchange, asymmetric encryption and digital signatures, Advanced applications: protocols, key management and special cryptographic services, Throughout the course, commonly used encryption schemes and other services that can be provided by modern cryptography will be discussed.

SEMINAR

This course seminar is a weekly meeting in which students discuss recent and important topics in the area of Computer Science research. The students will read and discuss any one paper chosen from recent systems, networking, or any recent area of their choice with the discussion with the concerned faculty. Papers are selected for discussion according to the relevance to the students own research interest, and /or papers from recent and imminent top-tier systems conferences / journals. Meetings may be centered on presentations of a participant's own research. Every student participating in the seminar will be required to lead at-least one meeting during the semester. This may be a "formal" research presentation. Each seminar has one or more designated "facilitators" who are responsible for leading the discussion.

THEORY OF COMPUTATION

This course provides students with an understanding of basic concepts in the theory of computation. It covers a variety of issues in the mathematical development of computer science theory, particularly finite representations for languages and machines, as well as gain a more formal understanding of algorithms and procedures. The topics include introduction to the theory of computation, including models of computation such as Turing machines; theory of programming languages, including grammars, parsing, syntax and semantics.

PROJECT PHASE -2

Second phase of the graduation project is implementation phase in which students are expected to construct make acceptable progress in implementing the project. During the final phase of implementation students are expected to complete their projects according to their project proposal. They should highlight their achievement and contribution appropriately. By the end of phase 2 of graduation project students should be able to show their ability to implement and evaluate a computer-based system, process, component, or program to meet desired need of the project. Students will be spending some time in testing and validation of their projects as well as writing a comprehensive report. At the end of the semester there will be a final project presentation where students will demonstrate and presentation the final outcome and overall findings of the project work.

ENTREPRENEURSHIP ANDINNOVATION

This course aims to provide students with an understanding of the nature of enterprise and entrepreneurship and introduces the role of the entrepreneur, innovation and technology in the entrepreneurial process. The course will help the students to acquire the skills and know-how to develop their business idea all the way from the conceptual stage to the market place. It also helps the students to develop understanding of cultivating a business in diverse, global environments; leading and collaborating in a competitive world; developing an entrepreneurial mind for an entrepreneurial world; and industry dynamics of technological innovation.

COMPUTER AND PROFESSIONALETHICS

This course is intended to give students a chance to reflect on the humanitarian, social, and professional impact of computer technology by focusing on ethical issues faced by and brought about by computing professionals, including those related to networking and the internet, intellectual property, privacy, security, reliability, and liability. This course also introduces student's topics of information technology ethics including: rules & policies of computer ethics, hacking, viruses, Internet ethics, and freedom of expression on the Internet, computer professionals and social responsibilities, software copyright, software piracy, cyber law and privacy & security of computerized information.

INTERNET OF THINGS

The Internet of Things (IoT) course will teach you how to program with current and leading IoT technologies for building IoT solutions for Smart Homes, Smart Campus etc., using IoT sensor and devices. Course covers the concept of IoT and will also look at the 'things' that make up the Internet of Things, including how those components are connected together, how they communicate, and how they add value to the data generated. The course will also examine cyber security and privacy issues, and highlight how IoT can optimize processes and improve efficiencies in your business. Course covers how to capture data using sensors, and the basics of analysis and visualization of the data in the cloud and its security.

COMMUNITY SERVICES

SECTION 5

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Students as Community Members

Jazan University, represented by the Deanship of Community Service and Continuing Education, continues to play an active role in community partnerships by providing social services to all sections of the society in various fields and disciplines, by conducting a number of training programs.

The Dean of Community Service and Continuing Education, Dr. Yahya bin Ali Faqihi, explained that the Deanship, with follow-up and support from His Excellency the President of the University, Prof. Dr. Mar'ei bin Hussein Al-Qahtani, has provided a number of training programs during the past three months for Public Security employees from various regions of the Kingdom through the electronic platform of the distance education system. As part of the training plan for this year, 1442 AH.

Dr. Faqihi indicated that the training programs shall cover courses in computer applications and office management. 1000 employees from the public security sector in the Kingdom benefited from them, indicating that the Deanship provided 1,320 training hours provided by 73 members of the university's faculty.

Dr. Faqihi indicated that these programs are part of the cooperation agreement signed between the University and the Public Security sector in the Kingdom to avail the University's expertise in developing skills and capabilities of personnel.

Community Service Activities

Some of the outstanding student projects were presented to inform the community of some of the students' achievements and to highlight their innovative and pioneering ideas. This program is one of the programs of the college which aims to develop students' personalities in the college to be positive and voluntary personalities serving the society and achieving the goals of the state, As the college depends on the development of the skills of its students by adding an applied project in each article to link the theoretical part of the practical part to stimulate the creative part and innovative thinking in line with the need of the labor market in this and to take advantage of the programs of entrepreneurship to market these ideas in the future.

The College of Computer in general thanks the University's Rector and the agents to support these ideas and in particular the management of Al-Rashed Marketing Complex to facilitate the College's program. Following are the images of above mentioned activities.

Participation of the College of Computer and Information Technology in the eighth Scientific Seminar for Students

The Faculty of Computer and Information Systems cooperated with the Deanship of Student Affairs in coordinating the eighth scientific forum for students. The students of the College of Computer participated in many tasks, including the establishment of a site dedicated to the registration of participants and students and preparing them and issuing certificates of attendance through Location. In addition, a student and three students from the College participated in the 8th Scientific Forum for students in the core of basic and engineering sciences. Three of the students of the college won the first three positions:

The college's participation in the Cross-Country Championships.

مشاركة الكلية في بطولة اختراق الضاحية

شاركت الكلية في بطولة اختراق الضاحية والمقدمة من عمادة شؤون الطلاب حيث شارك فيها عدد من الطلاب والذين بلغ عددهم 120 طالب ومثّل الكلية في هذه المسابقة الطالب فيصل حنبشي حيث حقق المركز العشرون من بين المنافسين في المسابقة.

يُذكر الحنبشي بأنّ المنافسين كانوا على جاهزية بالتدريبات المسبقة، ولكن الحماس الذي بداخله حول الجو العام للمسابقة أشعره بأنّه مستعد لتقديم أداء جيد، كما شكر الحنبشي عميد الكلية الدكتور محمد آل سالم والأستاذ حسن جاري على اختيارهم له من ضمن الطلاب - للمشاركة في المسابقة وتحقيق مركزًا يأمل من خلاله تقديم الأفضل في المشاركات القادمة.

الطالب
فيصل حنبشي

The college's cooperation with the "Smart Container" creators within the "Grass Voluntary Contest"

تعاونت الكلية مع صنّاع الحاوية الذكية، ضمن مسابقة غرس التطوعية والتي أتت تحت عنوان "لأني أحب بلادي" مُستهدفةً البيئة حيث عزمت الطالبة مها الحمزي على إنشاء حاوية ذكية موجّهه فكرتها إلى سفراونا الأطفال من مختلف المدارس لغرس فكرة حماية البيئة وكيف يُمكن لنا أن نحافظ عليها بسلوك حضاري ممتع ومميز.

وكان من ضمن إنشاء هذا المبتكر التعاون مع الكلية لإتمام الفكرة برمجيًا وإبرازها إلى الواقع بحسب المخطط الذي صُمم للفكرة عن طريق الـ 3D، لتشارك ضمن المسابقة وتحقق صدى واسع بين جمهور المنطقة.

وأبدى عميد الكلية الدكتور محمد آل سالم إعجابه بالفكرة لما فيها من آثار إيجابية على تربية النشء وحث المجتمع خصوصًا الأطفال وذلك بالاهتمام بالبيئة والتعوّد والالتزام بحمايتها كما ذكر سعادته بأنّ الكلية مستعدة للمشاركة بتجهيز فريق متكامل لعمل الفكرة وإبرازها للنور، حيث كلّف سعادته أثناء اللقاء الأول مع الطالبة مها الحمزي وشريكاتها في الفكرة بجعل عضو هيئة التدريس الدكتور يوسف العريان مديرًا للمشروع ومساهم مبرمج، وتكليف الطالب فهد قاسم غزواني بالعمل على الفكرة برمجيًا استعدادًا لعرض المشروع في الحملة التوعوية لحماية البيئة بالكورنيش الشمالي لمدينة جازان.

وأكد الدكتور يوسف العريان أنّ الحاوية بصورتها المبدئية تعمل وفق حساسات الحركة، بالإضافة إلى إضاءة من نوع LED تظهر أيقونة ابتسامة لتمييز الحركة عند دخول أيّ من النفايات إلى الحاوية.

وبعد الانتهاء الأولي من تنفيذ الفكرة بصورتها المبدئية، لاقت الحاوية الذكية صدى واسع بين أفراد المجتمع بالمنطقة حيثُ أتمّ الفريق ما كُلف به، وأبرز المشروع في يوم التوعية بالبيئة ليشارك الأطفال السفراء تجربتها والاستفادة منها.

Community Partnership

Activities Implemented	Brief Description*
Awareness Campaign	Topic: **Cybersecurity threats methods to avoid them** No. of Participants: 98 Date: 17th Mar 2021 Presented by: Dr. Abdullah Shenemar Organized by: Community service committee & CS Activity Unit Location: Online through Zoom
Health and various educational platforms	**Good health practices when using the educational platform** Date: 23/03/2021 Presented by: Ms. Atheer Bajneed Location: Sabya College
Security management to the airport security staff	A workshop on security management to the security staff of Gizan regional airport Date: 25/01/2021 Presented by: Dr. Eshrag Refael
A virtual conference on women in data science	A virtual conference on women in data science Date: 02/03/2021 ,Participant: Dr. Eshrag Refael, Dr. Huda Fatima, Ms. Padmanayaki Ms. Rahma Salman, Ms. Haala Zain
Saudi National Day celeberation in remote area	Event name: **National Day Celebration** Date 09/22/2020- 09/28/2020 Execution time 7 days Remote implementation location Celebrating the 90th Saudi National Day
Training to students to utilize the virtual resouces using BLACKBOARD	Training on how to use BLACKBOARD Date: 9-08-2020 to23-11-2020
Students' Rights and Responsibilities	Students' Rights and Responsibilities Attendees: Students Date: 26-01-2021 Resource person: Afnan Sumaily
Comment on Community Partnership **	
There should be a Community Partnership Committee, and a separate budget. The department has only organized a webinar, which was due to the impacted of COVID-19 pandemic. Still needs to explore more in community services. Female campuses are encouraged to participate with full strength in social activities with some social cause.	

STUDENT CODE OF CONDUCT

SECTION 6

Purpose of the Student Code of Conduct

The Student Code of Conduct aims to protect and promote JU's students of its educational and related goals. These interests, with respect to the governing of student conduct, include the following:

Student Rights

According to rules and regulations, the student is entitled to:

1. Amicable learning environment and quality education in view of Jazan University vision 2020.
2. University ID card to use on and outside campus.
3. Graduation Certificate.
4. Care, safety, social security, and health care.
5. Use of facilities and services including accommodation, library, activities center, restaurants, and parking.
6. Security and privacy of information and academic record.
7. Access to academic and administrative departments.
8. Free thinking within Islamic teachings and traditions.
9. Academic counselling with professional academic adviser.
10. Information of study plans, curricula, and time tables.
11. Easy access to course registration and learning resources.
12. Clear exam regulations, time tables, and model answers.
13. Access to all student facilities, events, and activities.
14. Promptness of teaching staff in class and office hours.
15. Special need student facilities and care.
16. Membership of student committees.
17. Access to incentives and rewards.
18. Notification of substandard academic performance.
19. Justice with disciplinary committee actions.
20. Right to defend in disciplinary hearings.

Student Duties.

1. Comply with University rules and regulations.
2. Avoid misconduct on and off the campus.
3. Attendance of lectures and activities.
4. Show student ID card upon demand.
5. Adhere to proper traditional uniform on campus.
6. Avoid cheating and plagiarism.
7. Protect University property, equipment, and facilities.
8. Proper use of university computing and internet.
9. Abstain from unauthorized activities and associations.
10. Refrain from issuing unauthorized leaflets and brochures.
11. Refrain from unauthorized fund raising.
12. Kind treatment of faculty, staff, and employees.
13. Keep and maintain official email address.
14. Follow up University announcement and information.
15. Sincerity in pursuing learning activities.
16. Keep time frame for academic services.
17. Bring no dangerous material and weapons on campus.

VIOLATIONS AND PENALTIES

A. Violations

Infractions include all violations of Islamic faith teachings, laws, University rules, government regulations. Student committing such infractions and violations will be subjected to disciplinary action by college and/or University Disciplinary committees.

1. Violation of University regulations and damage its property.
2. Intended disruption of education activities and exams.
3. Actions and words that threaten dignity and honor.
4. Cheating and plagiarism.
5. Attending exams on behalf of others.
6. Formation of unauthorized associations.
7. Assembling unauthorized events.
8. Vandalizing University property, facilities, and equipment.
9. Unauthorized and unapproved distribution of leaflets and brochures.
10. Unauthorized and unapproved collection of donations.
11. Unauthorized and unapproved use of camera and filming equipment.
12. Forgery in all sorts and forms.
13. Contravening University smoking regulations.
14. Profane treatment with other students, faculty, staff, and employees.
15. Possession of hazardous material and weapons on campus.
16. Absence from University accommodation without notice.
17. Failure to comply traditional uniform and attire

B. Penalties

1. Verbal or written notice with a copy placed in academic file.
2. Written warning with a copy to parent.
3. Denial of some University benefits (e.g. accommodation)
4. Denial of one or more final exams.
5. Suspension for one semester or more.
6. expulsion from university.

Student Responsibilities

- Comply with University rules and regulations.
- Attendance of lectures and activities.
- Show student ID card upon demand.
- Adhere to proper traditional uniform on campus.
- Avoid cheating and plagiarism.
- Proper use of university computing and internet.
- Abstain from unauthorized activities and associations.
- Kind treatment of faculty, staff, and employees.
- Keep and maintain official email address.
- Follow up University announcement and information.
- Sincerity in pursuing learning activities.
- Keep time frame for academic services

Students Misconduct (destroying, defacing, damaging, or misusing)-

- Avoid misconduct on and off the campus.
- Protect University property, equipment, and facilities.
- Refrain from issuing unauthorized leaflets and brochures.
- Refrain from unauthorized fund raising.
- Bring no dangerous material and weapons on campus

POLICIES

SECTION 7

This Student Handbook contains University policies applicable to the academic and community life of students.

ACADEMIC ADVISING POLICY

This policy is intended to help student's study plan, to help with academic matters, to provide information about graduation and degree requirements and to approve students' courses for registration each semester.

It's the student's responsibility to confer with the appropriate adviser and to take the initiative in seeking academic advising when it needed.

Academic advising is inextricably linked with student learning. Through academic advising students are guided toward the timely completion of their studies as well as the identification and fulfillment of academic and career goals.

Policy: Academic Advising @ College of CS & IT

Overview

Academic advising is an educational process intended to aid students in making decisions about their academic matters. Academic advisers coordinate course selection, discuss educational and career goals, and encourage students to consider avenues of personal growth. Advisers also aid in planning academic programs and in referring students to other campus activities.

Details

Academic advising at College of CS & IS of Jazan University is to facilitate the intellectual and personal development of our students, to enhance their academic performance, and to ensure students' progress toward graduation by assisting them in achieving the following objectives:

Facilitating Intellectual and Personal Development

• Choosing, clarifying, planning and achieving educational and career goals;

• Understanding the relationship between academic experience and career opportunities /objectives;

• Identifying academic skills that need to be acquired or enhanced to achieve educational goals.

A. Enhancing Academic Performance

• Selecting programs and courses to integrate educational and personal goals with the objectives of the College.

• Exploring academic options to make meaningful short and long-term decisions.

• Increasing awareness of the full range of campus programs and services.

The Academic Advising Committee at The Department of Computer Science, under the guidance with College of Computer Science organizes an orientation for new students in each new academic semester. Student orientation is a good opportunity to engage with new students, introduce them to the university's unique culture and life, and create the kind of atmosphere that promotes ongoing student involvement. A successful orientation will give students confidence that they have all of the information and resources they need to be successful. Here are some guide lines to build an inspiring student orientation program.

i. Create a welcoming atmosphere to students of all backgrounds.
ii. Sharing an Orientation agenda in advance.
iii. Introduce new students to University rules, regulations, program they are admitted to and graduation requirements.
iv. Get them familiar and introduced to the college units, committees, clubs and activities.
v. Highlight the importance of the University academic calendar.
vi. Communicate Orientation's benefits.
vii. Promote engagement in college tradition to build community service.
viii. Raising students' awareness of the importance of academic activity.
ix. Encourage Social interactive Activities.

GUIDELINES ON THE USE OF LAB

COMPUTER LABS ADMINISTRATION

JAZAN UNIVERSITY

COLLEGE OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY

THE SAFETY INSTRUCTIONS FOR THE STUDENTS AND FACULTY MEMBERS

a) STUDENTS ARE NOT SUPPOSED TO SIT INSIDE THE LAB IN ABSENCE OF THE STAFF MEMBERS.

b) ALL FACULTY MEMBERS ARE ADVISED TO CHECK THE LAB DOORS ARE CLOSED BEFORE LEAVING.

c) ALL FACULTY MEMBERS SHOULD ENSURE THAT ENTIRE LAB SHOULD BE VACATED BEFORE THEM.

d) ALL FACULTY MEMBERS SHOULD ENSURE THAT ALL THE CHAIRS, INSTRUMENTS AND GADGETS USED IN THE LABS MUST BE ARRANGED IN PROPER ORDER AFTER USE.

e) FACULTY MEMBERS AND STUDENTS MUST NOT INSTALL ANY SOFTWARE IN ANY LAB; IN CASE ANY SOFTWARE IS REQUIRED THEY MUST INFORM THE CONCERNED TECHNICAL STAFF FOR THE SAME.

f) ALL THE FACULTY MEMBERS SHOULD ENSURE THAT STUDENTS SHUTDOWN THEIR PC.

g) ALL THE FACULTY MEMBERS SHOULD SHUT DOWN HIS PC AND PROJECTORS BEFORE LEAVING LAB.

h) ALL THE STUDENTS AND FACULTY MEMBERS ARE ADVISED NOT TO UNPLUG THE POWER CABLES, VGA CABLES, KEYBOARD AND MOUSE OF THE SYSTEMS.

i) ANY HARDWARE OR TECHNICAL PROBLEM IN THE LABS MUST BE REPORTED IMMEDIATELY TO THE CONCERNED TECHNICAL STAFF RESPONSIBLE OF THE LAB.

j) STUDENTS MUST NOT CARRY ANY EATABLES / DRINKS INSIDE THE LABS.

k) STUDENTS ARE REQUESTED TO MAINTAIN THE LABS AND NOT TO DAMAGE ANY SYSTEM OR EQUIPMENT IN THE LAB.

l) FOR TECHNICAL SUPPORT REQUIREMENT, THE FACULTY MEMBERS ARE REQUESTED TO CONTACT THE CONCERNED LAB TECHNICAL STAFF.

COMPUTER LABS ADMINISTRATION
COLLEGE OF COMPUTER SCIENCE & INFORMATION TECHNOLOGY
JAZAN UNIVERSITY, JAZAN