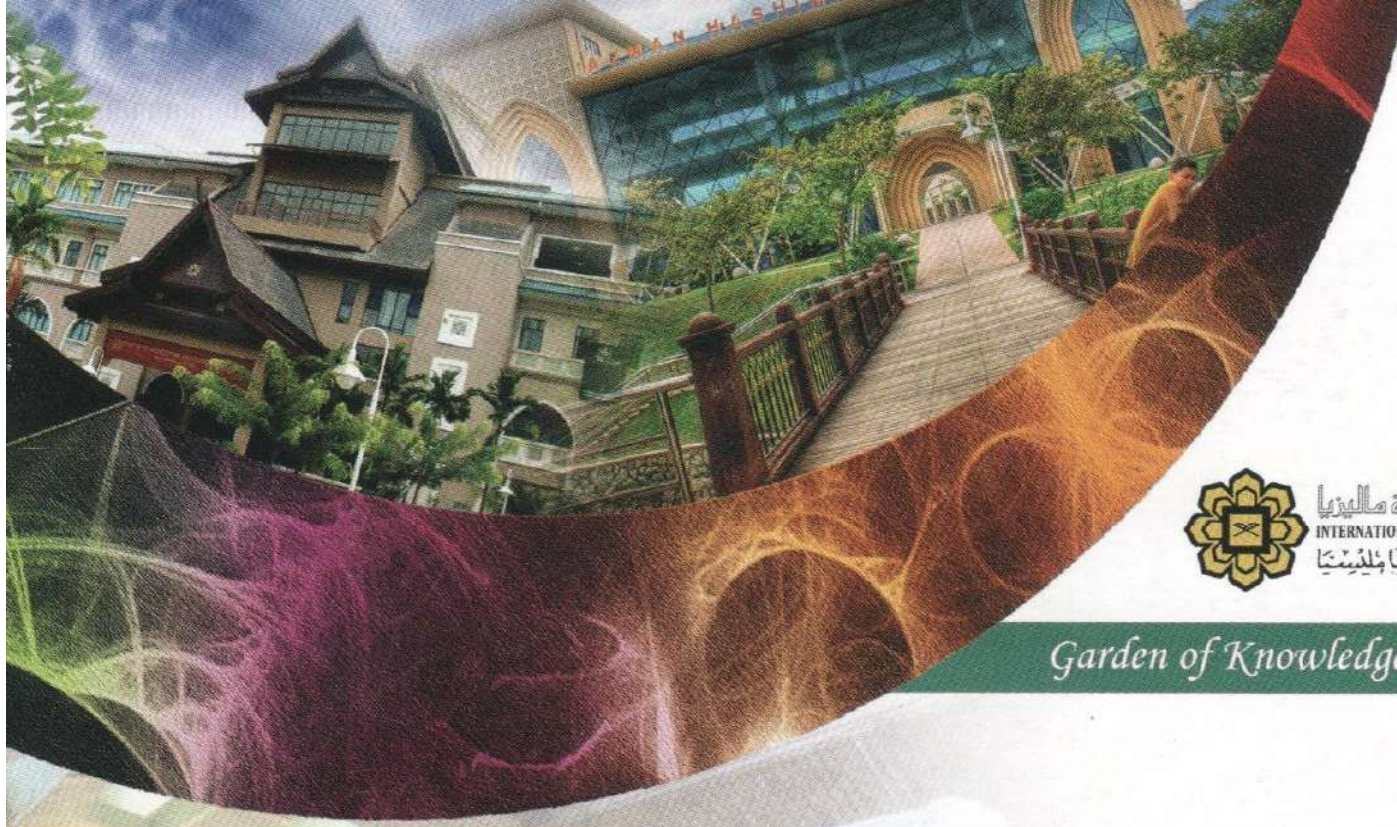

الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
Garden of Knowledge and Virtue

Easy Reference to Teaching and Learning TAXONOMY & SOFT SKILL Elements

IIUM Philosophy

The philosophy of the university was inspired by the recommendations of the First World Conference on Muslim Education held in Mecca in A.H. 1398/ A.D 1977. The spirit of this philosophy is based on the Holy Qur'an, in particular the five verses revealed to the Prophet Muhammad S.A.W., namely Al-Alaq, verses 1-5.

According to this philosophy, knowledge shall be propagated in the spirit of Tawhid, leading towards the recognition of Allah as the Absolute Creator and Master of mankind.

The spirit behind this recognition of Allah as the Lord of the World (*Rabb al-Alamin*) represents the apex in the hierarchy of knowledge. Thus, all disciplines of knowledge should lead towards subservience to this truth.

This is because knowledge is a form of trust (*amanah*) from Allah to man, and hence man should utilize knowledge as the servant and vicegerent (*khalifah*) of Allah on Earth.

In this way, knowledge is regarded as an act of worship.

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IIUM Vision

IIUM aims at becoming a leading international centre of educational excellence which:

1. Revitalizes the intellectual dynamism of Islam and the Muslim Ummah;
2. Integrates Islamic revealed knowledge and values in all academic disciplines and educational activities;
3. Seeks to restore a leading and progressive role of the Muslim Ummah in all branches of knowledge; thereby,
4. Contributing to the improvement and upgrading of the qualities of human life and civilization.

IIUM Mission

Integration
Islamization
Internationalization, and
Comprehensive Excellence

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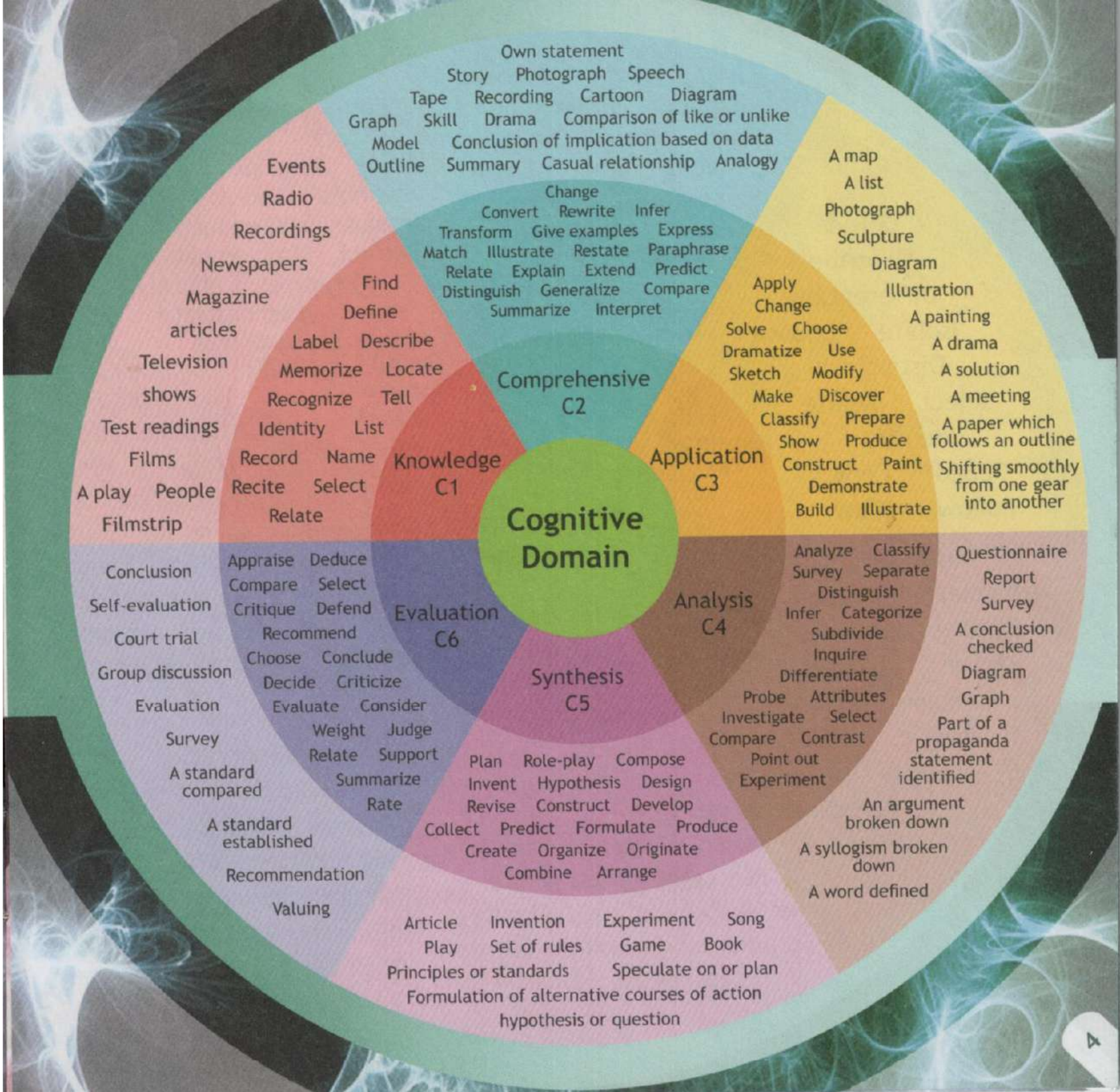
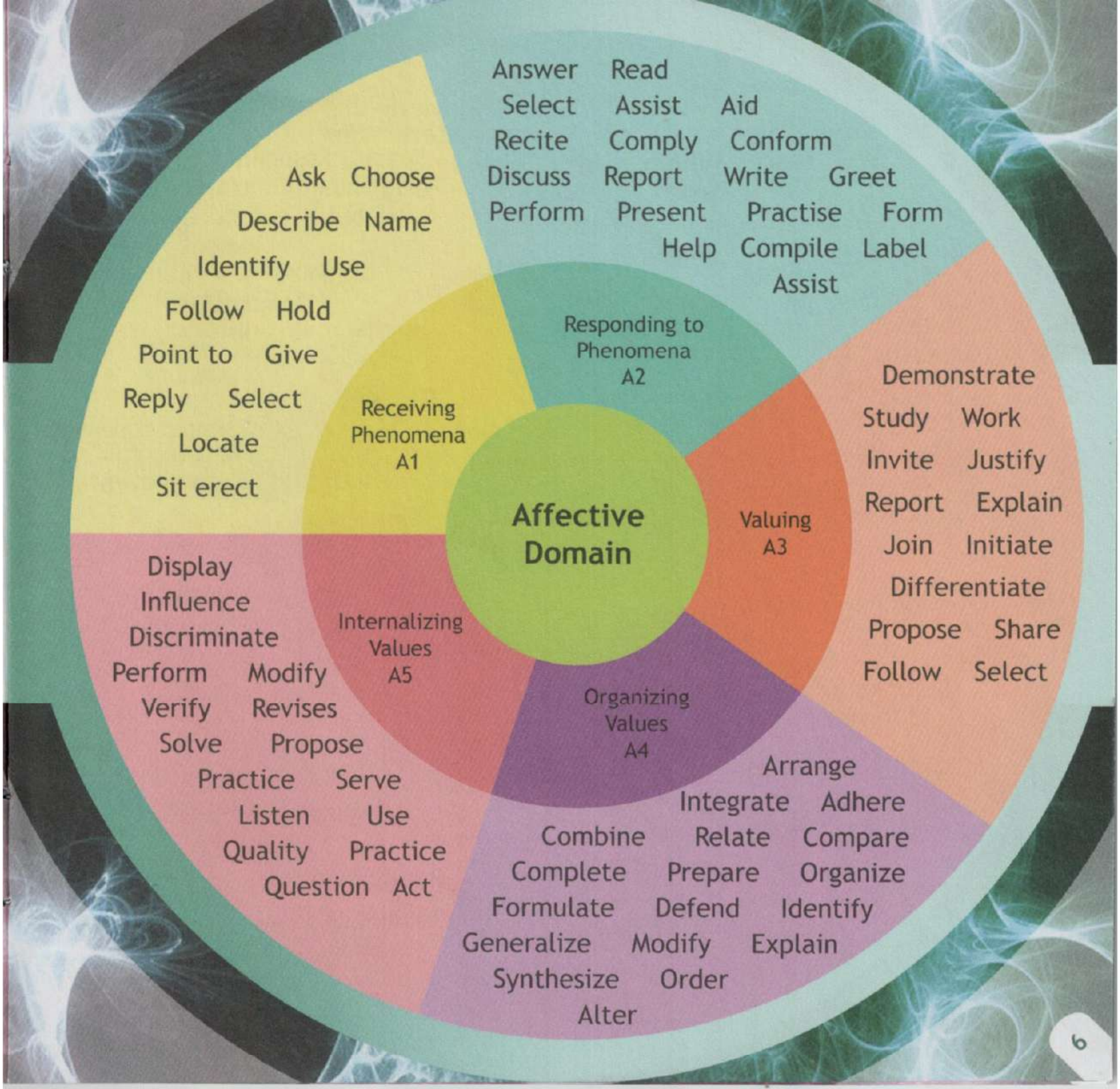
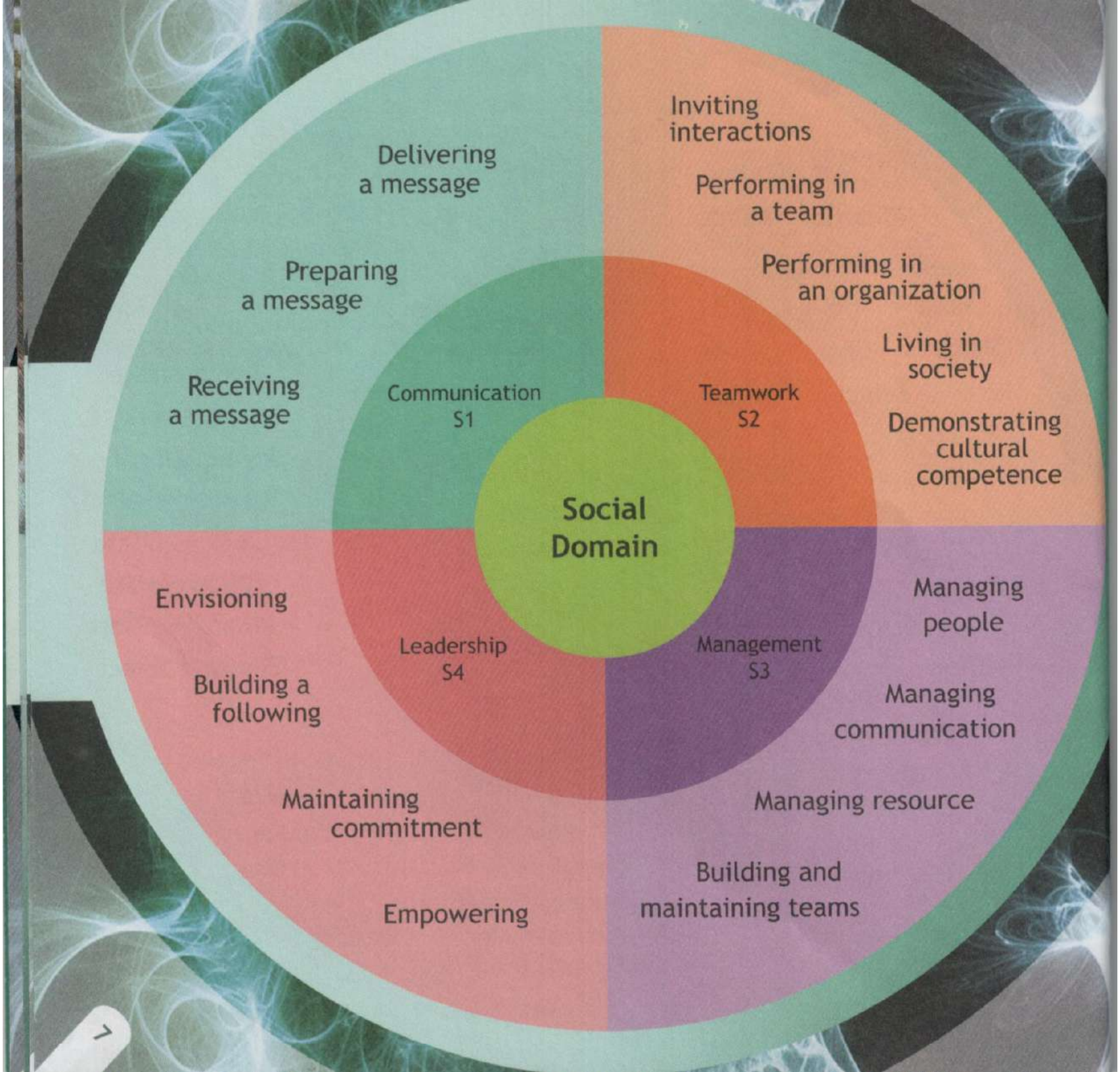
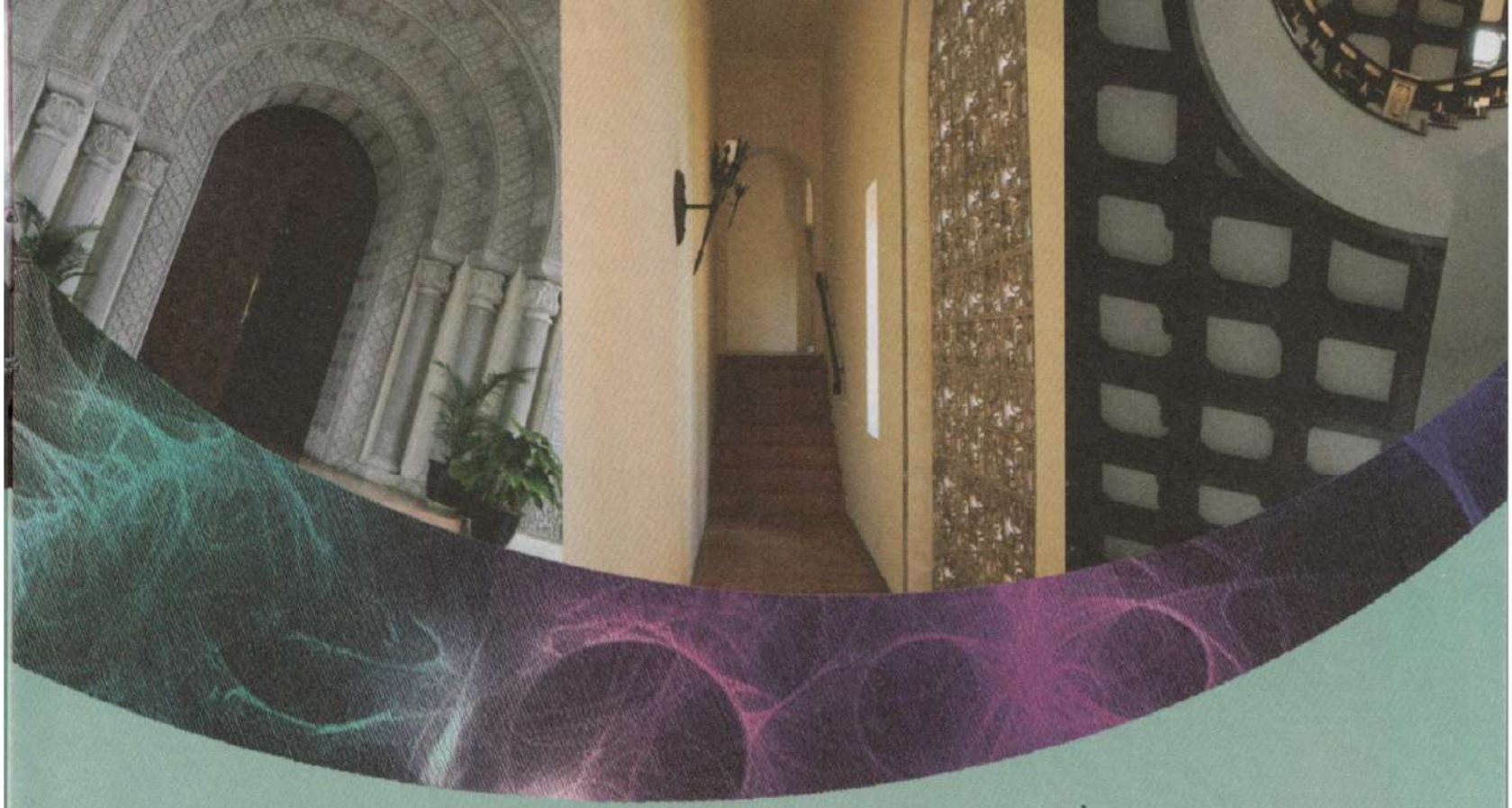
Teaching and Learning TAXONOMY


Cognitive Domain
Knowledge C1
Comprehensive C2
Application C3
Analysis C4
Synthesis C5
Evaluation C6
Own statement
Story Photograph Speech
Tape Recording Cartoon Diagram
Graph Skill Drama Comparison of like or unlike
Model Conclusion of implication based on data
Outline Summary Casual relationship Analogy
Events
Radio
Recordings
Newspapers
Magazine
articles
Television
shows
Test readings
Films
A play People
Filmstrip
Find
Define
Label Describe
Memorize Locate
Recognize Tell
Identity List
Record Name
Recite Select
Relate
Change
Convert Rewrite Infer
Transform Give examples Express
Match Illustrate Restate Paraphrase
Relate Explain Extend Predict
Distinguish Generalize Compare
Summarize Interpret
Apply
Change
Solve Choose
Dramatize Use
Sketch Modify
Make Discover
Classify Prepare
Show Produce
Construct Paint
Demonstrate
Build Illustrate
A map
A list
Photograph
Sculpture
Diagram
Illustration
A painting
A drama
A solution
A meeting
A paper which follows an outline
Shifting smoothly from one gear into another
Analyze Classify
Survey Separate
Distinguish
Infer Categorize
Subdivide
Inquire
Differentiate
Probe Attributes
Investigate Select
Compare Contrast
Point out
Experiment
Questionnaire
Report
Survey
A conclusion checked
Diagram
Graph
Part of a propaganda statement identified
An argument broken down
A syllogism broken down
A word defined
Plan Role-play Compose
Invent Hypothesis Design
Revise Construct Develop
Collect Predict Formulate Produce
Create Organize Originate
Combine Arrange
Article Invention Experiment Song
Play Set of rules Game Book
Principles or standards Speculate on or plan
Formulation of alternative courses of action
hypothesis or question
Appraise Deduce
Compare Select
Critique Defend
Recommend
Choose Conclude
Decide Criticize
Evaluate Consider
Weight Judge
Relate Support
Summarize
Rate
Conclusion
Self-evaluation
Court trial
Group discussion
Evaluation
Survey
A standard compared
A standard established
Recommendation
Valuing

Psychomotor Domain
Perception P1
Detect Describe Differentiate Isolate Choose Distinguish Select Relate Identify Repeat Copy Follow Show
Set P2
Begin Proceed Explain Move React State Show Display Start Volunteering Copy Re-create Perform Trace Response Execute
Guided Response P3
Copy Trace React Respond Assemble Control Measure Reproduce Perfect Implement Organize Calibrate Demonstrate Complete Build
Mechanism P4
Mix Fix Assemble Heat Measure Mend Dismantle Calibrate Display Grind Sketch Manipulate Fasten Organize Construct
Complex Overt Response P5
Calibrate Assemble Build Construct Display Dismantle Mend Fasten Fix Measure Sketch Manipulate Mix Organize
Adaptation P6
Alter Adapt Vary Change Rearrange Reorganize Revise Integrate Modify Formulate Combine Solve Coordinate Master Develop
Origination P7
Arrange Originate Create Build Construct Design Compose Combine Initiate Invent Construct Specify Develop Manage Rank


Affective Domain
Receiving Phenomena A1
Ask Choose
Describe Name
Identify Use
Follow Hold
Point to Give
Reply Select
Locate
Sit erect
Responding to Phenomena A2
Answer Read
Select Assist Aid
Recite Comply Conform
Discuss Report Write Greet
Perform Present Practise Form
Help Compile Label
Assist
Valuing A3
Demonstrate
Study Work
Invite Justify
Report Explain
Join Initiate
Differentiate
Propose Share
Follow Select
Organizing Values A4
Arrange
Integrate Adhere
Combine Relate Compare
Complete Prepare Organize
Formulate Defend Identify
Generalize Modify Explain
Synthesize Order
Alter
Internalizing Values A5
Display
Influence
Discriminate
Perform Modify
Verify Revises
Solve Propose
Practice Serve
Listen Use
Quality Practice
Question Act


Social Domain
Communication S1
Teamwork S2
Leadership S4
Management S3
Delivering a message
Preparing a message
Receiving a message
Inviting interactions
Performing in a team
Performing in an organization
Living in society
Demonstrating cultural competence
Envisioning
Building a following
Maintaining commitment
Empowering
Managing people
Managing communication
Managing resource
Building and maintaining teams



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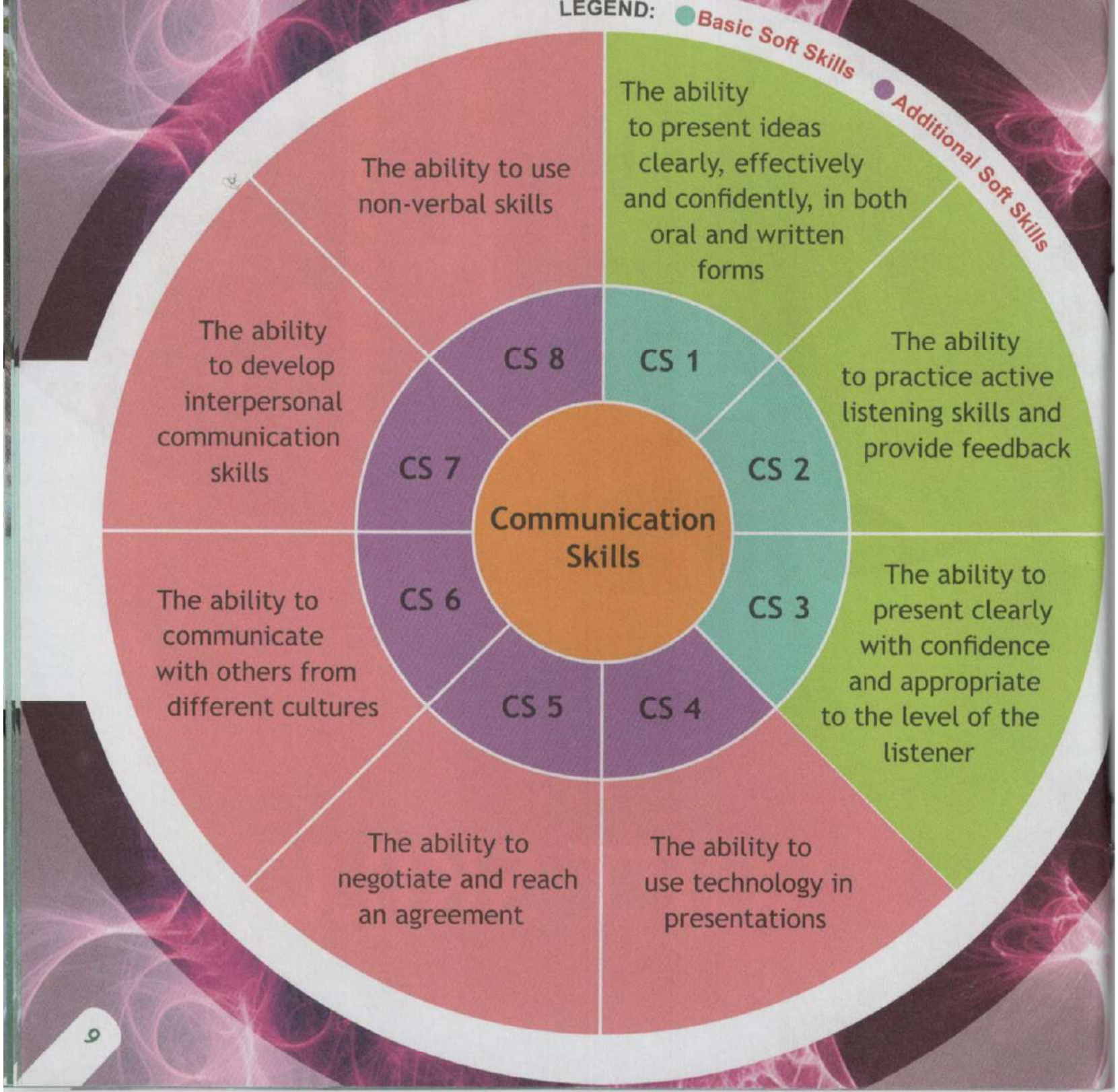
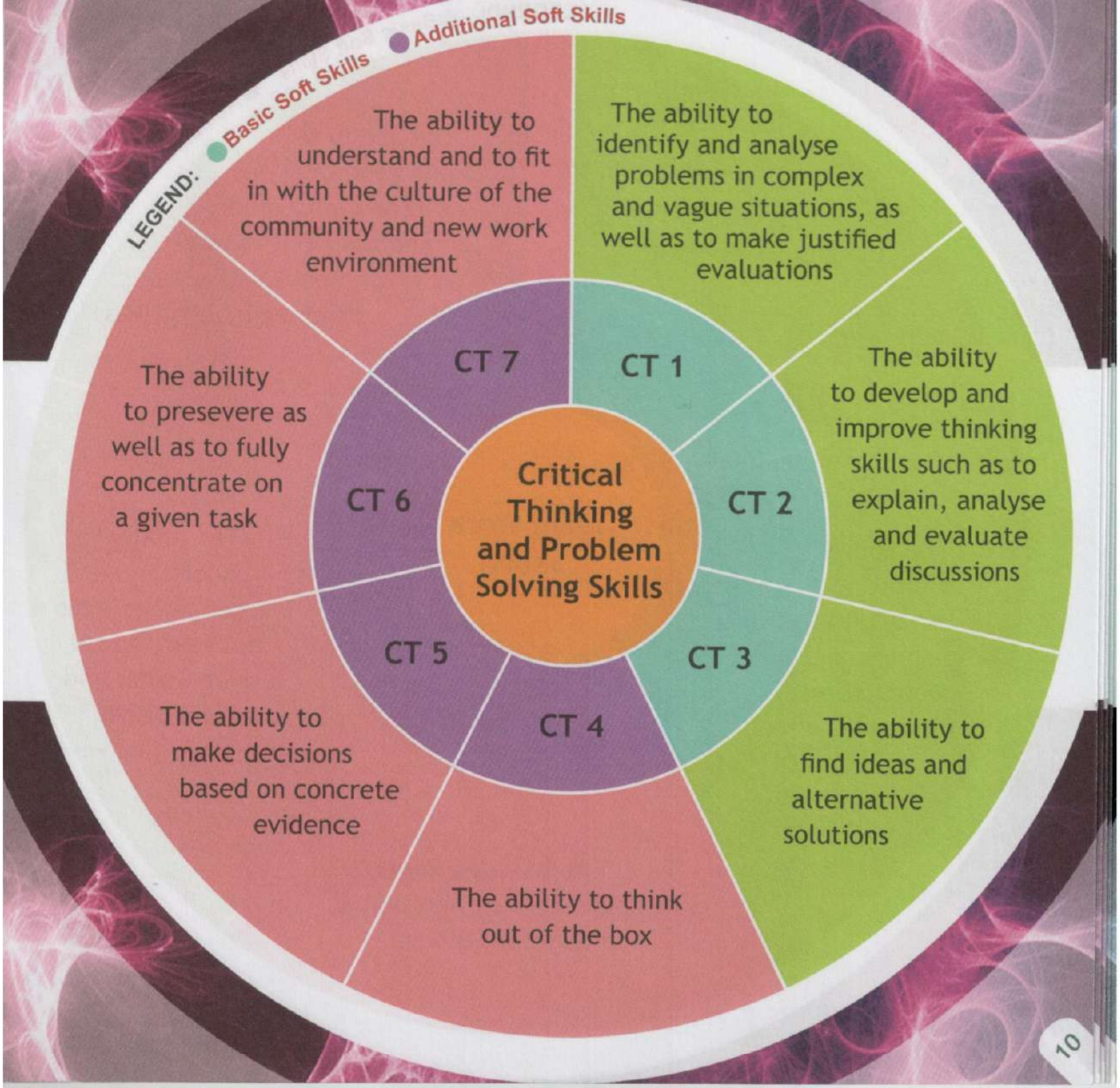
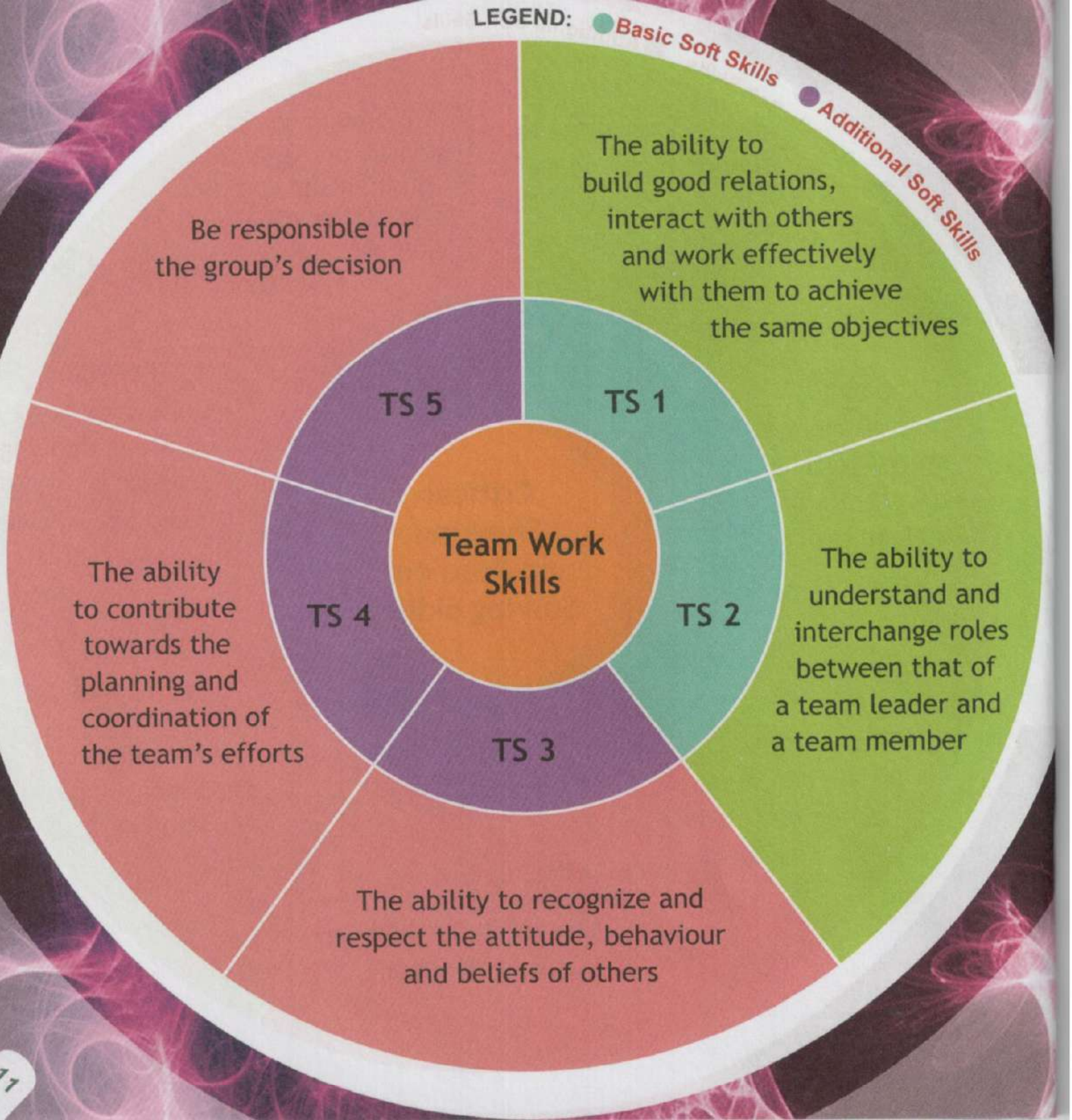
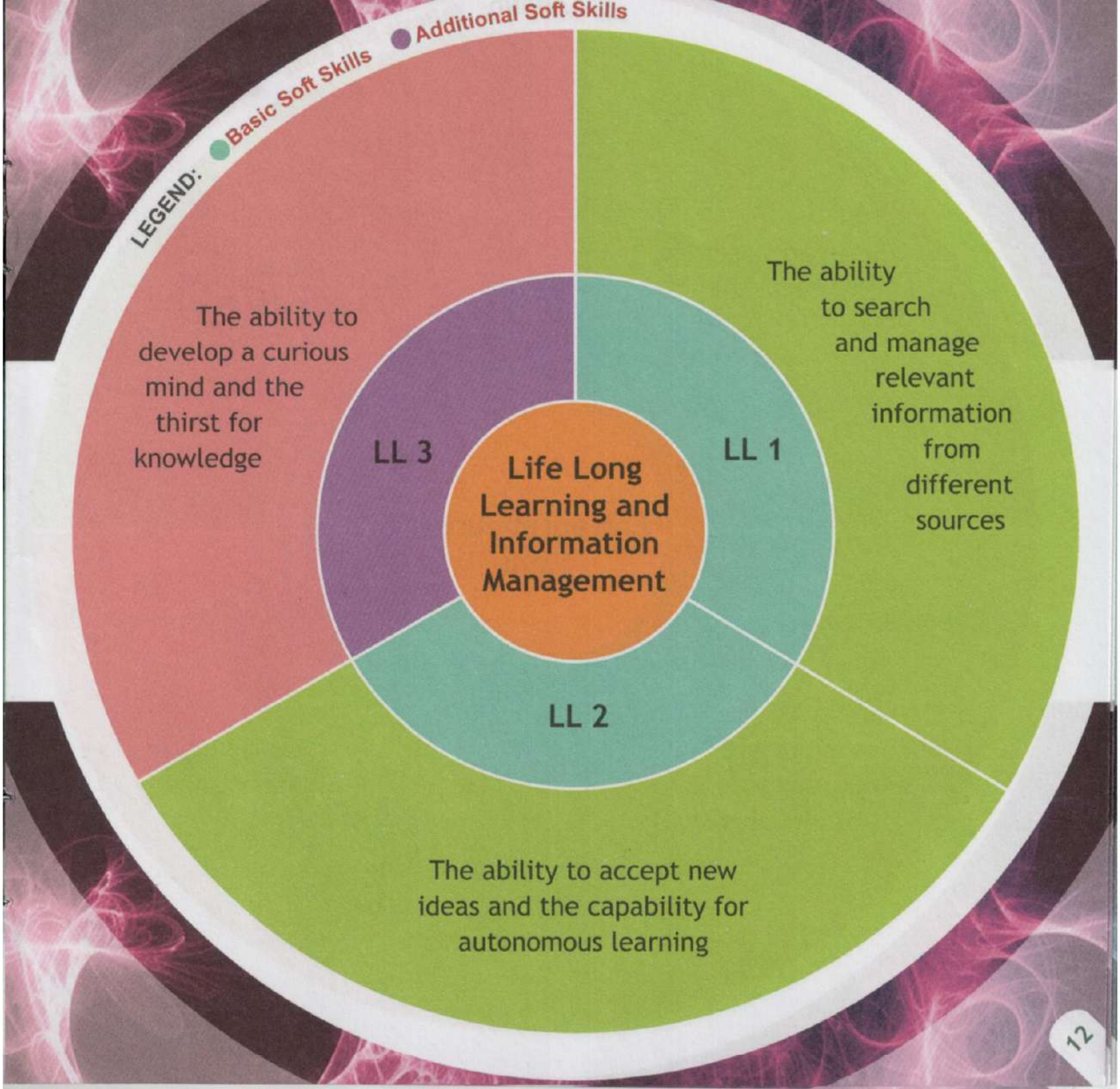
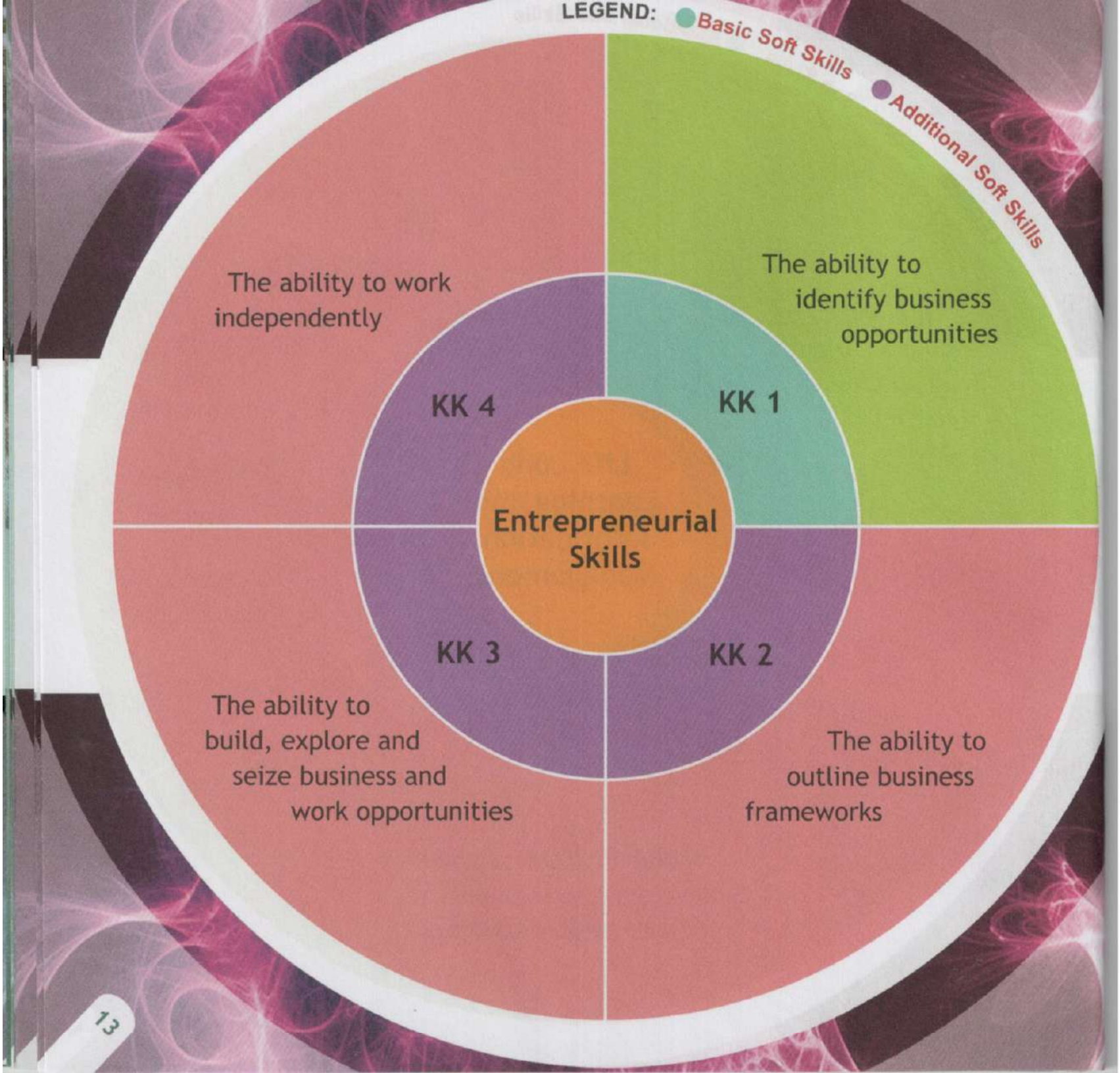
SOFT SKILL
Elements

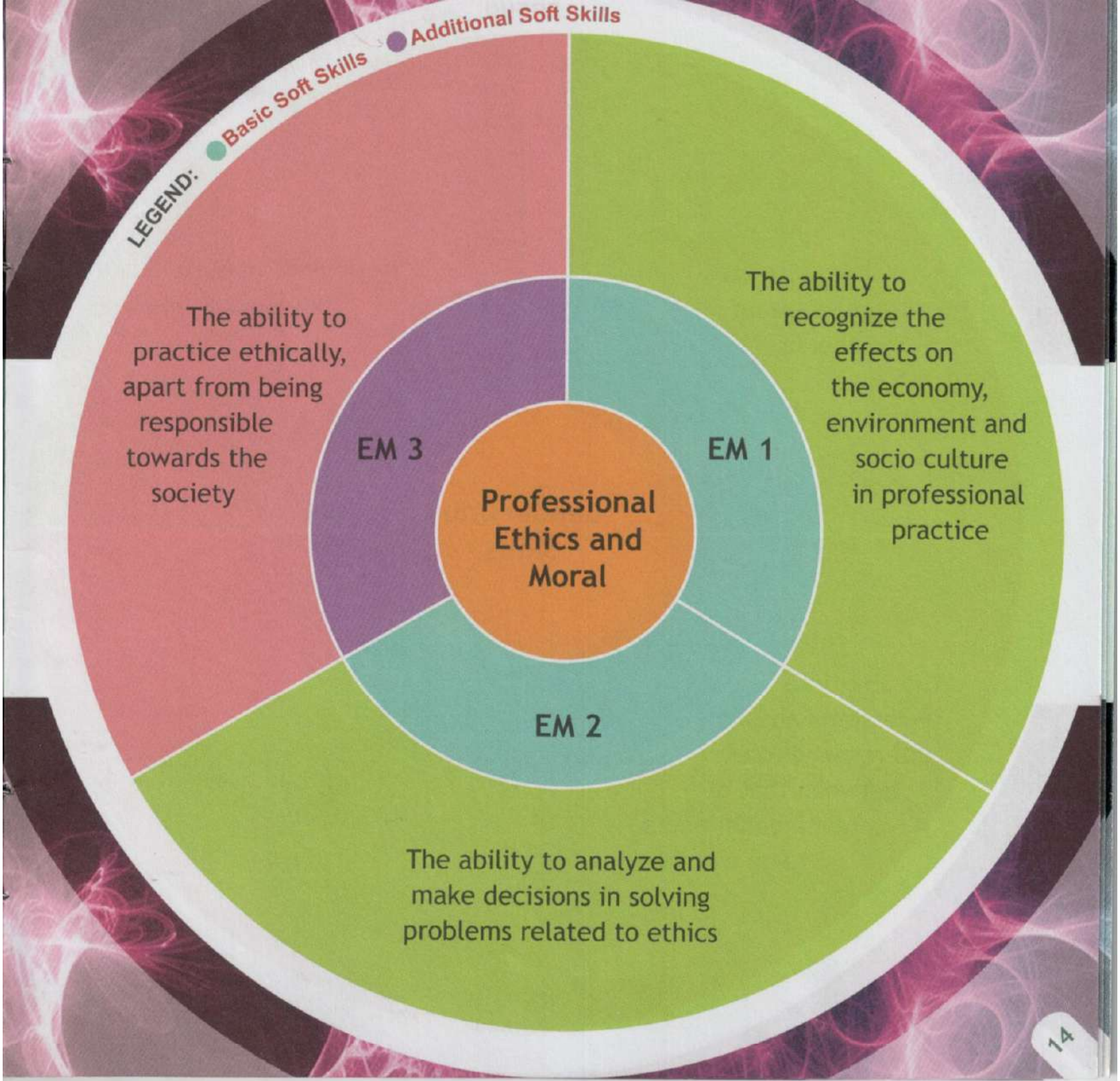

LEGEND:
Basic Soft Skills
Additional Soft Skills
Communication Skills
CS 1
CS 2
CS 3
CS 4
CS 5
CS 6
CS 7
CS 8
The ability to present ideas clearly, effectively and confidently, in both oral and written forms
The ability to practice active listening skills and provide feedback
The ability to present clearly with confidence and appropriate to the level of the listener
The ability to use technology in presentations
The ability to negotiate and reach an agreement
The ability to communicate with others from different cultures
The ability to develop interpersonal communication skills
The ability to use non-verbal skills

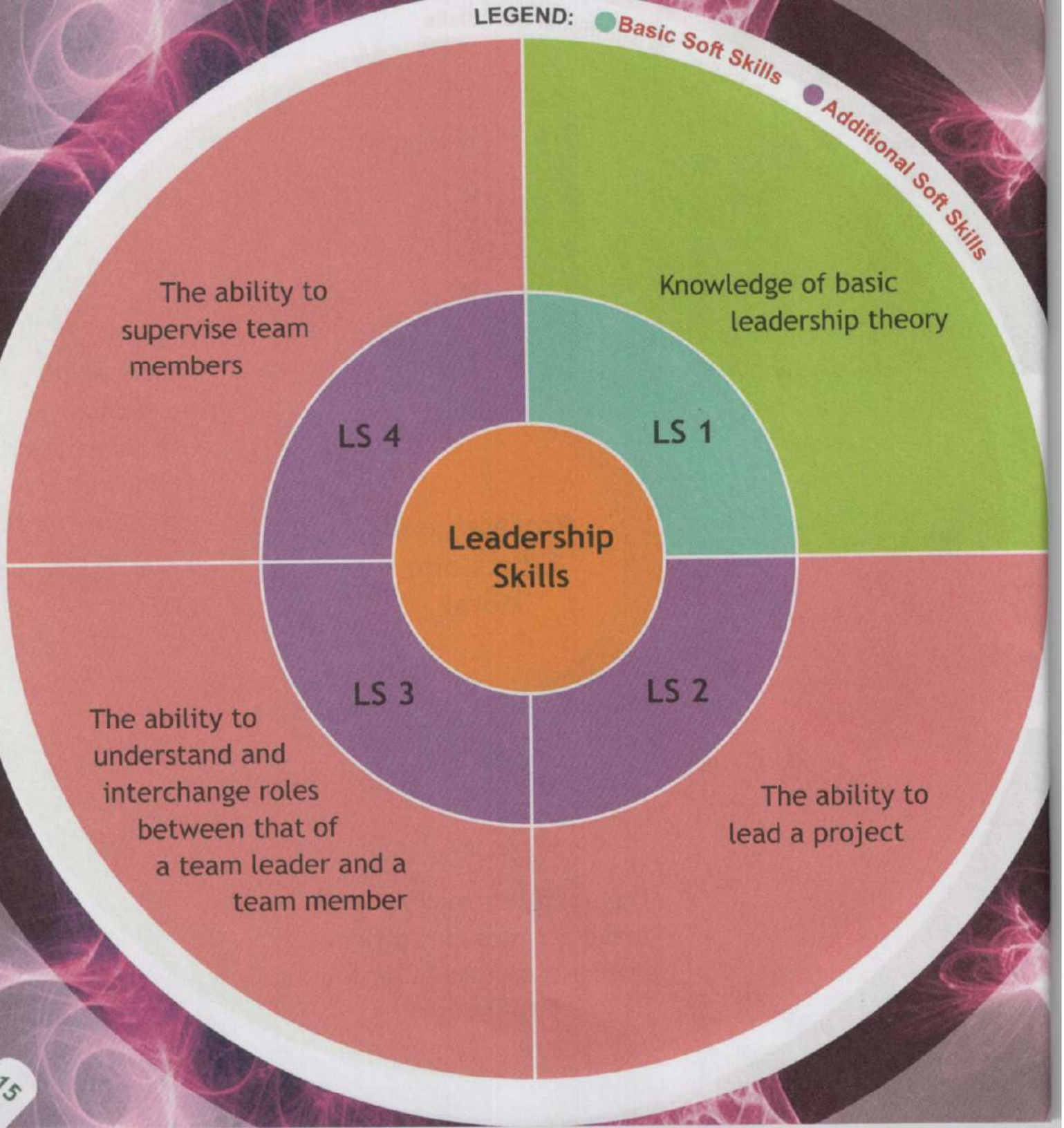

LEGEND:
Basic Soft Skills
Additional Soft Skills
Critical Thinking and Problem Solving Skills
CT 1
CT 2
CT 3
CT 4
CT 5
CT 6
CT 7
The ability to identify and analyse problems in complex and vague situations, as well as to make justified evaluations
The ability to develop and improve thinking skills such as to explain, analyse and evaluate discussions
The ability to find ideas and alternative solutions
The ability to think out of the box
The ability to make decisions based on concrete evidence
The ability to presevere as well as to fully concentrate on a given task
The ability to understand and to fit in with the culture of the community and new work environment


LEGEND:
Basic Soft Skills
Additional Soft Skills
Team Work Skills
TS 1
TS 2
TS 3
TS 4
TS 5
The ability to build good relations, interact with others and work effectively with them to achieve the same objectives
The ability to understand and interchange roles between that of a team leader and a team member
The ability to recognize and respect the attitude, behaviour and beliefs of others
The ability to contribute towards the planning and coordination of the team's efforts
Be responsible for the group's decision


LEGEND:
Basic Soft Skills
Additional Soft Skills
The ability to develop a curious mind and the thirst for knowledge
The ability to search and manage relevant information from different sources
The ability to accept new ideas and the capability for autonomous learning
LL 1
LL 2
LL 3
Life Long Learning and Information Management


LEGEND:
Basic Soft Skills
Additional Soft Skills
The ability to work independently
The ability to identify business opportunities
KK 4
KK 1
Entrepreneurial Skills
KK 3
KK 2
The ability to build, explore and seize business and work opportunities
The ability to outline business frameworks


LEGEND:
Basic Soft Skills
Additional Soft Skills
The ability to practice ethically, apart from being responsible towards the society
The ability to recognize the effects on the economy, environment and socio culture in professional practice
EM 3
EM 1
Professional Ethics and Moral
EM 2
The ability to analyze and make decisions in solving problems related to ethics


LEGEND:
Basic Soft Skills
Additional Soft Skills
The ability to supervise team members
Knowledge of basic leadership theory
LS 4
LS 1
Leadership Skills
LS 3
LS 2
The ability to understand and interchange roles between that of a team leader and a team member
The ability to lead a project

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Programme Outcomes

P01 Knowledge

P02 Practical Skills

P03 Social Skills and Responsibility

P04 Values, Attitudes and Professionalism

P05 Communication, Leadership and Team Skills

P06 Problem Solving and Scientific Skills

P07 Information Management and Life Long Learning Skills

P08 Managerial and Entrepreneurial Skills

P09 ***Integration of Islamic Revealed Knowledge and Values***

STUDENT CENTERED LEARNING

CASE STUDY

It is an in-depth study of the unique characteristics of a certain process, situation, event or document.

PROBLEM BASED LEARNING (PBL)

It challenges students 'to study in order to study' as a team. PBL encourages students to think creatively and analytically as a team using relevant, realistic resources.

PROJECT ORIENTED PROBLEM BASED LEARNING (PoPBL)

This approach utilitizes projects as the basis of teaching. It begins from the choice and formulation, to the running of the project.

MODULAR

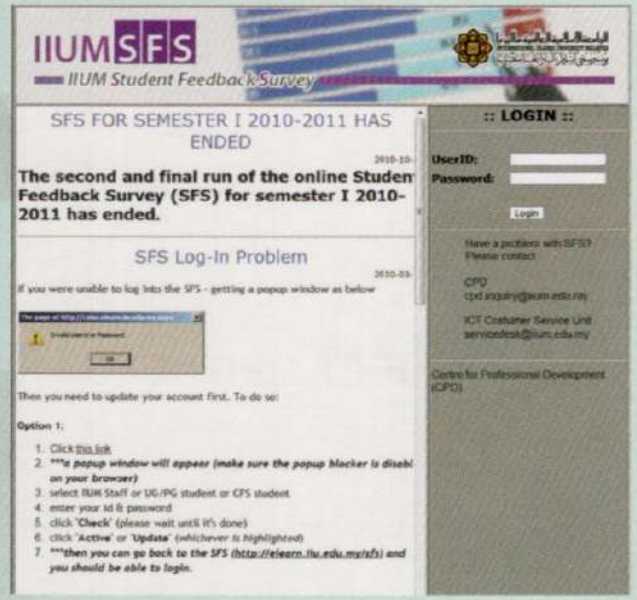
This a self-study unit that is organized to improve the process of learning, encompassed within a course or programme of study.

INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA

IMPORTANT LINKS

IIUM STUDENT FEEDBACK SURVEY (SFS) SYSTEM
http://elearn.iiu.edu.my/sfs

IIUM LEARNING MANAGEMENT SYSTEM (LMS)
http://elearn.iiu.edu.my



Note: Both links also can be accessed from MyIIUM portal under **My Services > Student/Academic**

Centre for Professional Development (CPD)

Level 2, Education Building
International Islamic University Malaysia
53100, Jalan Gombak,
Selangor Darul Ehsan
T: 03 - 6196 4155 I F: 03 - 6196 4156
email: cpd.inquiry@iium.edu.my
www.iium.edu.my/cpd/

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