CORS:1111 – Title of Course

Instructor	**Departmental Contact**
{Name}	{Name}
{Title}	{Title}
Office:	Office:
Email:	Email:
Phone:	Phone:

Instructor's Office Hours: {List your preference for how students can visit with you. This can be by appointment only - virtually or face-to-face, or scheduled office hours each week. Be clear with instructions for how students should arrange to meet with you.}

Description

{Discuss the modality of the course. For example: **This is an online course.** All lectures, resources, assignments, and correspondence are accessed entirely online through Canvas at canvas.okstate.edu. You must use your campus email and password to access the course.

Insert course catalogue description. More details about the course may be added, not to exceed five sentences.}

Prerequisites

{Insert prerequisites, and list "No Prerequisites" when none exist.}

Goals

{Goals are descriptions of what the instructor hopes to transfer to students during the course. Describe how this course contributes to a students' professional and academic development. Raising awareness, providing information and imparting understandings are all descriptions adequate for course goals. For example, the goal of this syllabus template is to provide an example of what an online syllabus looks like, so that faculty can create their own online syllabi. Goals are for instructors and objectives are for students.}

Objectives

- {Objectives are written with specific goals in mind, and include the way in which students will be assessed on that goal.}
- {For example: *Create an online course syllabus using the template.* This objective clearly states the objective, which is to create an online syllabus. Mastery of this objective is determined through the submission of a syllabus incorporating all of the components of the template.}

- {Avoid using words such as *learn, know, and understand*, because it is challenging to assess whether a student truly *understands* the content.}
- {Instead, use action words described through Bloom's Taxonomy.}

Textbook

{List required and recommended textbook(s). If no textbook is required, write "No textbook required for this course."}

Additional Course Fees

{Any additional costs for students enrolled in the course such as lab kits, proctoring fees, etc. are listed here. Be explicit about the amount of fees students will pay if you know how much it is. If you don't, insert a blanket statement that says "these services are an additional cost to this course not included in your course tuition and fees". This gives full disclosure to your students as well as creating a safeguard for the instructor.}

Instructor Response Time

{The recommended response time is 24-48 hours for all student inquiries. Provide grades and/or feedback for assignments within 2 weeks of the assignment due date. Any specifications regarding student feedback and responding to emails should be inserted, while upholding the recommended response time as closely as possible.}

Participation Expectations

{This section is the equivalent of an attendance policy. Provide expectations for how often students should be working on course materials, and how often to log in to view course materials. If a student has not participated in at least one assignment within the first two weeks of class (for spring and fall semesters) then it is at the discretion of the instructor to submit an academic alert or contact the student directly to discuss options for continuing in the course.}

Grading Policy

{Example: Your grade in this course will be calculated according to the completion of the following assignments:

Assignment:	Value in Points	Percentage of Total Grade
Homework	25	25%
Quizzes (5)	25 (5 total at 5 points each)	25%
Participation in Discussions	25	25%
Exam	25	25%
Total	**100**	**100%**

Final grades will be assigned according to the following scale:

Grade	Percentage Earned
A	90 – 100%
B	80 – 89.9%

C	70 – 79.9%
D	60 – 69.9%
F	0 – 59.9%

}

Assignment Descriptions

{Syllabi for online courses necessitate extensive explanations of assignment details and instructions. Every assignment listed under the Grading Policy should have its own section with explicit information for the students' reference. If the details would typically be covered in the first class of a face-to-face course, then it should be described in detail on the syllabus.

Be sure to add any details for exam procedures, which includes proctoring processes or make-up policies}

Technical Requirements

{Provide detailed information regarding the access, use, and purpose of any additional technology outside of Canvas. Remember to include the cost of additional software in the "Additional Course Fees" section of the syllabus. A detailed technical requirement recommendation sheet is available and may be attached to the course syllabus.}

Netiquette

{Describe expectations for any interactions among students and instructors. List expectations for student behavior while in the course. A text document and/or visual aid are available for use for students and may be attached to the course syllabus. You can also provide a list of tips for online students.

Course Schedule

{Example Course Schedule:

Module	Date	Week	Assignment	Due Date
1. Introductions	August 20-26	1	Read Chapter 1	Aug 26, 8am CT
			Watch Lecture 1 Videos	
			Sign up for Groupwork	
	August 27 – September 2	2	Read Chapter 1	Sep 2, 8am CT
			Complete Assignment 1	
			Post to Discussion 1 Forum	
2. Background	September 3-9	3	Watch Lecture 2 Videos	Sept 9 8am CT
			Read Chapter 2	
			Complete Quiz 1	
	September 10-17	4	Watch Lecture 3 Videos	Sept 17 8am CT
			Read *Wentz, 2018* Article	
			Complete Assignment 2	

University Syllabus Attachment

{Attach the OSU's syllabus attachment, which can be found at the bottom of this page: https://academicaffairs.okstate.edu/faculty-development/}