## Course Syllabus *Name of the Lecture*

|  |  |
| --- | --- |
| *Instructor’s Name:* |  |
| *Date:* |  |
| *Place:* |  |
| *Contact Information:* |  |
| *Office Hours:* |  |

1. **Course Description**

What is the course about?

What is the aim of the course?

1. **Student Performance Objectives**

What is the knowledge and are the skills that a student should be able to demonstrate as a result of the completion of this course?

1. **Evaluation and Requirements:**

Attendance Policy:

Grade Determination:

Grading Scale: (please list the scale you use in order to determine a final letter grade. Example 90-100 = A or 900 – 1000 points = A)

Gradable Content:

(Example might look like: Homework = 30% or 300 points

Final exam = 50% or 500 points

Attendance = 20% or 200 points

TOTAL = 100% or 1000 points

1. **Instructional Materials:**

List any required computer applications, books, films, tapes, handouts, etc. that you plan to use.

1. **Daily Class Schedule:**

Indicate below on a daily basis the topical areas to be covered in the course. Include scheduled assignments, quizzes, tests, final exam date, etc.

### Monday

### Tuesday

### Wednesday

### Thursday

### Friday

### Saturday

### Sunday

1. **Final Exam**

Here you can list all the relevant information about the final exam.

1. **Further Readings (Recommended Literature)**

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