# Course Title

Course Tag Code + Number (e.g., ENG 1500)

Section # (20)

CRN Number (30021)

# Instructor Information

Your name and degrees

Office hours/ expected online times (online or hybrid courses) enter text here

Office Location enter text here

Office Phone Number enter text here

Email Address enter text here

Personal Website URL enter text here

# Basic Course Information

Course Description enter text here

Credit Hours/Units enter text here

Class Days and Time enter text here

Course Location enter text here

Pre-requisites enter text here

# Detailed Course Information

## Course Objectives

1. enter text here

## Student Learning Outcomes

1. enter text here

## Textbook Information

enter text here

## Required Materials/Supplies

enter text here

## Weekly Schedule of Activities

For example:

| Week | Topic | Details |
| --- | --- | --- |
| 1 |  |  |
| 2 |  |  |

## Outline of Readings and Assignments

For example:

| Week | Reading(s) | Assignments | Due Dates |
| --- | --- | --- | --- |
| 1 |  |  |  |
| 2 |  |  |  |

## Important College or Course Dates

enter text here

## Required meeting on campus (online/hybrid classes)

Enter text here

## Online expectations of the instructor (online/hybrid classes)

Enter text here

## Online expectations of the students (online/hybrid classes)

Enter text here

# Method of Evaluation (Grades)

List each graded assignment, its deadline for submission, and the percentage it will count for the final grade.

Give your grading scale

# Course Policies

## Attendance requirements

Enter text here

## Classroom rules

Enter text here

## Accommodation statement for students with disabilities

Students with disabilities who believe they may need accommodations in this class are encouraged to contact Student Support Services (661-763-7799), as soon as possible, to better ensure such accommodations are implemented in a timely fashion. If you presently receive accommodations, please show me your current semester accommodation card ASAP. All information will be kept confidential.

## Attendance policy

Enter text here

## Drop/withdrawal policy

Enter text here

## Make up assignment/ exam policy

Enter text here

## Late work acceptance policy

Enter text here

## Policy on Academic Honesty

Enter text here