Course Syllabus

XX-1234: Course Name

Semester

**Instructor(s)**

Instructor Name and Title

Instructor Phone Number and E-mail Address

Instructor Office Hours

**Course Description**

This course is…

**Student Learning Outcomes and Assessment**

At the end of this course students will be able to:

|  |  |
| --- | --- |
| Outcome | Assessment |
| 1. Outcome 1 | 1. Assessment 1 |
| 2. Outcome 2 | 2. Assessment 2 |
| 3. Outcome 3 | 3. Assessment 3 |
| 4. Outcome 4 | 4. Assessment 4 |

**Course Requirements**

1. Assessment 1 further information

2. Assessment 2 further information

3. Assessment 3 further information

4. Assessment 4 further information

**Required Readings**

Author. *Book Title*. Place of Publication: Publisher, Date of Publication. ISBN Number. List Price.

Additional readings have been placed on Moodle (indicated with an asterisk \*) and/or on Library Reserve (indicated with a double-asterisk \*\*).

**Weekly Schedule**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Outcomes | Readings | Activities | Items Due |
| September 5 |  |  |  |  |
| September 12 |  |  |  |  |
| September 19 |  |  |  |  |

**Assessment**

**Final Course Grade**

* Discussion = 25%
* Quizzes = 20%
* Presentations = 20%
* Final Paper = 35%

**Assignment Rubrics**

Rubric 1

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Criteria | Exceeds Expectations | Meets Expectations  | Progressing | Not There Yet |
| Criterion 1 | *Criterion 1 - Exceeds Expectations* | *Criterion 1 - Meets Expectations* | *Criterion 1 - Progressing* | *Criterion 1 - Not There Yet* |
| Criterion 2 | *Criterion 2 - Exceeds Expectations* | *Criterion 2 - Meets Expectations* | *Criterion 2 - Progressing* | *Criterion 2 - Not There Yet* |
| Criterion 3 | *Criterion 3 - Exceeds Expectations* | *Criterion 3 - Meets Expectations* | *Criterion 3 - Progressing* | *Criterion 3 - Not There Yet* |
| Criterion 4 | *Criterion 4 - Exceeds Expectations* | *Criterion 4 - Meets Expectations* | *Criterion 4 - Progressing* | *Criterion 4 - Not There Yet* |

**Course or Instructor Policies**

**Plagiarism**

Plagiarism is the presentation of another’s ideas, methods, research, or words without proper acknowledgement. It runs the gamut from failing to cite a reference (sloppy scholarship), to passing off another’s work as one’s own. It includes close paraphrasing as well as lifting of entire lines nearly verbatim without acknowledgement. As the effects of the plagiarism will be the same regardless of intent, intent will not be construed as essential to the act, although it may be considered in determining whether the charge of plagiarism should be pursued or what the penalty may be. For general requirements for proper acknowledgement in written work, see the most current edition of Kate Turabian, *Manual for the Writers of Term Papers, Theses, and Dissertations* and *The Chicago Manual of Style.*

**Arrangements in Cases of Documented Disability**

If you will need special arrangements for meeting course requirements for reasons of documented disability, please speak to one of the instructors very early in the term so that appropriate arrangements can be made. A description of the GTU policy regarding accommodation for differently abled students is online at: <http://gtu.edu/admissions/life-at-gtu/students-with-disabilities>

**Honor Code**

Students in all courses and phases of the Doctoral Program are subject to the GTU Honor Code, described on p. 15 of the on-line Student Handbook. Please note: “Documented evidence that a student has violated the honor code may result in immediate expulsion from the program.”

**Other GTU Policies**

Students and faculty in required Doctoral Seminars are also subject to GTU Institutional Policies, detailed on pp. 54 ff. in the on-line Student Handbook, including: Non-discrimination, AIDS non-discrimination, and Drug Free Environment (52), Inclusive Language (54), Plagiarism (55 ff.), Exceptions and Accommodations (63 ff.), and Sexual Misconduct (65 ff.).

**Faculty’s School Policies**