



SYLLABUS

[Insert Title of Course]

[Insert Class Days and Times]

INSTRUCTIONAL GOALS

[Insert brief overview of what will be covered in the class.]

At the end of this course, you will [Insert bulleted instructional goals below.]

- know...
- be able to...
- understand...
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-

NEEDS AND RESOURCES

Required Background

To successfully complete this course, you must [Insert bulleted prerequisite skills, instruction, and/or information]

- know
- be able to...
- understand
-

Required Materials

To successfully complete this course, you will need [Insert bulleted list of required materials, including textbook name and author, technology availability, and so on as well as easily accessible source of those materials.]

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Additional Print Resources

[Insert bulleted list of helpful books, articles, and so on.]

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Online Resources

[Insert bulleted list of helpful Web sites.]

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COURSE SCHEDULE

[Insert planned course outline -- with dates, if possible. Include topics to be covered (and their order), scheduled quizzes and exams, long-term assignment due dates, and such special events as field trips and guest lecturers.]

POLICIES AND PROCEDURES

General Rules:

[Insert explanation of classroom rules and procedures, including such topics as attitude, behavior, attendance, tardiness, incomplete work, and so on. Describe rules and consequences.]

Grading Policies:

[Insert explanation of class grading policy. Describe how work will be graded and how final grades will be determined. Include a discussion of the relative importance of daily work, homework, long-term assignments, exams, quizzes, and class discussions. Also describe extra credit policies and procedures, attendance and tardiness sanctions, and so on.]

Grading Scale:

[If applicable, insert grading scale, linking number and letter grades.]

ADDITIONAL INFORMATION

[Insert additional information, specific to your school, class, students, or topic.]

CONTACT INFORMATION

- [Insert name and title/grade level]
- [Insert phone number and hours of availability]
- [Insert email address]
- [Insert class URL]

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____