# White COB LOGOCourse Number, Title, Section, Semester, and Year

Instructor:

Office:

Office Hours:

Phone:

Email:

Prerequisites:

Course:

Term:

Class Days/Times:

Class Location:

## Course Description

*(Insert course description from the catalog and/or departmental description here.)*

### Course Goals/Student Learning Objectives

*(Insert goals and objectives here. Objectives and leaning outcomes must correspond to those listed in the Standard Course Outline (SCO). Objectives must be measurable, specific, and time related.)*

### Student Learning Outcomes (SLO)

Upon successful completion of this course, students will be able to:

* SLO1 *(insert learning objective 1)*
* SLO2 *(insert learning objective 2, etc.)*
* SLO3 *(insert learning objective 3)*
* SLO4 *(insert learning objective 4, etc.)*

## Required Texts/Readings

### Textbook

*(Insert the complete textbook citation here. Include ISBN and where students can buy the text.)*

#### Other Readings

*(Insert the list of any additional readings here.)*

#### Other equipment / material/technology requirements

*(Include as necessary e.g., if students need to obtain specific software to do homework, etc. here.)*

## BeachBoard Access

To access this course on [BeachBoard](https://bbcsulb.desire2learn.com/) you will need access to the Internet and a supported Web browser (Firefox is the recommended browser). You log in to [BeachBoard](https://bbcsulb.desire2learn.com/) with your CSULB Campus ID and BeachID password. Bookmark this link for future use, or you can always access it by going to [CSULB's Homepage](http://www.csulb.edu/) and clicking on the [BeachBoard](https://bbcsulb.desire2learn.com/) link at the top of the page.

Once logged in to BeachBoard, you will see the course listed in the My Courses widget on the right; click on the title to enter the course.

## iClicker

*(If you plan on using iClicker in your class, please see the Beachboard help file for suggestions on what to include in your syllabus -* [*iClicker Help Page*](http://www.csulb.edu/divisions/aa/academic_technology/itss/collaboration/clickers/iclicker_syllabus.html)*)*

## Course Schedule (Sample)

| Week | Due Date | Topics, Readings, Assignments |
| --- | --- | --- |
| 1 | August 29th | Read course syllabus and assignment rubrics |
| 2 | September 2nd | Read Jones and Smith, Preface- Chapter 1 |
| 3 | September 16th | Read Jones and Smith, Chapters 3-5 |
| 4 | September 23rd | Read Jones and Smith, Chapters 6-7 |
| 5 | September 30th | Assignment One |
| 6 | October 7th | Read Article by Dave McCoy |
| 7 | October 14th | Read Article by Sarah Carey |
| 8 | October 21st | Read Jones and Smith, Chapter 8 |
| 9 | October 28th | Read Jones and Smith Chapters 9-11 |
| 10 | November 4th | Assignment Two |
| 11 | November 11th | Read Chapter 13 |
| 12 | November 18th | Read Article by Peter Bowles |
| 13 | November 25th | Read Jones and Smith, Chapter 14-15 |
| 14 | December 9th | Thanksgiving Break |
| 15 | December 16th | Group Presentation |
| 16 |  | Assignment Three |
|  |  | Final Exam |

## Course Policies and Requirements

### Grading Policy

*(Specify grading policies including how grades are determined, what grades are possible, whether extra credit is available, what the penalty is for late or missed work, and what constitutes a passing grade for the course. Include the date of the final exam/s. If you grade on participation, indicators on how participations will be assessed should be included.)*

### Evaluation Method (example)

| Assignment | Points | Weight |
| --- | --- | --- |
| First Exam | 25 | 25% |
| Second Exam | 25 | 25% |
| Final Exam | 25 | 25% |
| Group Presentation | 15 | 15% |
| Journals | 5 | 5% |
| Attendance and Participation | 5 | 5% |

### Course Grading Scale (example)

| Percent Range | Letter Grade |
| --- | --- |
| 90-100% | A |
| 89-80% | B |
| 79-70% | C |
| 69-70% | D |
| Below 64% | F |

### Communication Policy

*(Insert your policy on how you will communicate with your students and how you want your students to communicate with you.)*

### Late Work/Make-Up Policy

*(Insert your policy on late work and making up work.)*

### Plagiarism/Academic Integrity Policy

Work that you submit is assumed to be original unless your source material is documented appropriately, such as a Works Cited page. Using the ideas or words of another person, even a peer, or a web site, as if it were your own, is plagiarism. Students should read the section on cheating and plagiarism in the CSULB catalog - [Cheating and Plagiarism Homepage](http://www.csulb.edu/divisions/aa/grad_undergrad/senate/documents/policy/2008/02/)

### University Withdrawal Policy

Class withdrawals during the final three weeks of instruction are not permitted except for a very serious and compelling reason such as accident or serious injury that is clearly beyond the student's control and the assignment of an Incomplete grade is not practical (see Grades - [CSULB Grading Homepage](http://www.csulb.edu/depts/enrollment/student_academic_records/grading.html)). Application for withdrawal from CSULB or from a class must be officially filed by the student with Enrollment Services whether the student has ever attended the class or not; otherwise, the student will receive a grade of "WU" (unauthorized withdrawal) in the course. Please refer to the CSULB Course Catalog - [CSULB Grading Homepage](http://www.csulb.edu/depts/enrollment/student_academic_records/grading.html) for more detailed information.

### Attendance Policy

Students are expected to attend classes regularly. For more information on attendance and absences, please refer to the CSULB Attendance Policy - [CSULB Attendance Policy Homepage](http://www.csulb.edu/academic-senate/policy-statement-17-17-attendance-policy-supersedes-01-01).

(*Instructors may insert additional classroom rules here.)*

### Technical Assistance

If you need technical assistance at any time during the course or need to report a problem with BeachBoard, please contact the Technology Help Desk using their online form - [AT Help Form Homepage](http://www.csulb.edu/divisions/aa/academic_technology/thd/contact/) or by phone at (562) 985-4959 or visit them on campus in the Horn Center or in the Library.

### Accommodations

The Bob Murphy Access Center (BMAC) provides certification for students with disabilities and helps arrange relevant accommodations: [Bob Murphy Access Center](https://web.csulb.edu/divisions/students/dss/). Any student requesting academic accommodations based on a disability is strongly encouraged to register with BMAC each semester. A letter of verification for approved accommodations can be obtained from BMAC. Please be sure to provide your instructor with BMAC verification of accommodations as early in the semester as possible.  The phone number for BMAC is (562) 985 5401. The email address is:  [bmac@csulb.edu](mailto:bmac@csulb.edu).