



Center for Teaching
and Learning
UNIVERSITY OF GEORGIA

Active Learning Summer
Institute 2018

Course Number - Course Title - Section
University of Georgia

Semester, Year

Course Instructor Information

Instructor: **name and title**

Email: **email**

Phone: **office or department phone**

Office: **office location**

Office Hours: **office hours**

Website: **(optional)**

Course Meeting Information

Meetings: **time/day**

Location: **building/room**

Course Format: **face:face, online, etc**

Communication Preferences

Insert a statement here regarding the best way to communicate with you.

Course Description

Add description here. This is usually longer than the catalog description.

Active Learning Statement

Add active learning statement here. This should indicate to students what it means to be a learner in your active learning classroom.

Course Pre-/Co-requisites and Cross-listings

[List]

Course Learning Outcomes

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

[Faculty: include skills or abilities that students will learn through the course here. For example, "Students will be able to explain in general terms how different types of cells in the same organism can produce different proteins, even though all cells within an organism carry the same DNA."]

- **Add learning outcomes here**

Assignments and Projects

Students will be evaluated in the following areas: **Briefly describe assignments and assignment weights**

Grading/Evaluation

Describe grading/evaluation policies here

Course Materials

List required texts and materials here (e.g. textbooks, readings, clickers, etc.)

Course Policies

Describe course policies here

Participation Policy

[Faculty: You may want to use the word “participation” instead of the word “attendance” as a student can attend without being present/learning in the class. You may consider providing examples of excused absences you might consider with proper documentation (e.g., documented family medical emergencies, active duty service requirements, etc.). Also, consider including an inclement weather statement like the following:]

In the event that the university cancels classes, such as for severe weather, students are expected to continue with readings as originally scheduled. Any assignments scheduled during those missed classes, such as a project or paper, are due at the next class meeting unless other instructions are posted at the course website or communicated via email.

Accessibility Statement

If you anticipate issues related to the format or requirements of this course, please meet with me. I would like us to discuss ways to ensure your full participation in the course. If you determine that formal, disability-related accommodations are necessary, it is very important that you be registered with the Disability Resource Center (Voice: 706-542-8719 or TTY: 706-542-8778) and notify me of your eligibility for reasonable accommodations. We can then plan how best to coordinate your accommodations.

Academic Honesty Policy

As a University of Georgia student, you have agreed to abide by the University's academic honesty policy, “A Culture of Honesty,” and the Student Honor Code. All academic work must meet the standards described in “A Culture of Honesty” found at: <https://ovpi.uga.edu/sites/default/files/uga-academic-honesty-policy-may-07.pdf>. Lack of knowledge of the academic honesty policy is not a reasonable explanation for a violation. Questions related to course assignments and the academic honesty policy should be directed to the instructor.

FERPA Notice:

The Federal Family Educational Rights and Privacy Act (FERPA) grants students certain information privacy rights. See the registrar's explanation at: <https://apps.reg.uga.edu/FERPA/>

Course Outline:

[Faculty: Provide students with a list of dates that the course is meeting. The chart below is an example of a course schedule in grid form. Include holidays when the course will not be meeting. The course schedule should also include reading and other assignments that you would like students to complete before coming to class. The generic statements in red reminds students about possible changes.]

The schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better student learning. All readings are required unless otherwise noted. Students should read/know required material by the date listed, at which time we will discuss or use the scheduled readings in class.

Week (with date)	General Topic	Reading Assignment/Other Assignment
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Note: In the event that this schedule changes, the instructor will announce (in class) the dates on which topics will be covered.