

A L^AT_EX Template*

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Abstract

This Template guides how to write a good course description.¹

Course Description

Course descriptions should:

- Be student-centered, rather than teacher-centered or course-centered
- Use brief, outcomes-based, descriptive phrases that begin with an imperative or active verb (e.g., design, create, plan, analyze)
- Be clear, concise, and easy to understand (< 100 words)
- Detail significant learning experiences and benefits students can expect
- Align with the outcomes identified in the rest of the course outline

Course descriptions should avoid:

- Obvious, redundant, or repetitive language (such as “this course will...” or “students should expect to...”)
- Marketing language (such as “Concept X is a critical part of success in Industry Y” or “Course A will change the way you think about everything”)

Prerequisites

Course Learning Outcomes

Course Learning Outcomes (CLO) articulate to students, faculty, and others what students will achieve in the course. A learning outcome is a measurable,

*Some comment

¹More information can be found here: www.chronicle.com/article/how-to-create-a-syllabus/ and here: <https://teaching.utoronto.ca/teaching-support/course-design/developing-a-syllabus/>

Course Materials

About the Lecturer

1 L^AT_EX Stuff

Tutorials how to install L^AT_EX on your PC can be found online, see e.g. <https://www.latex-project.org/get/>. I personally use TeXstudio² which is a cross-platform open-source L^AT_EX editor. Its features include an interactive spelling checker, code folding, and syntax highlighting. It does not provide L^AT_EX itself – the user must install L^AT_EX first.

This template is written for the article class, which is an important documentclass. For more specialized purposes there are other **documentclasses** available like *book* see page 3, *report* or *letter* which are described in Section 1.1.

1.1 Documentclasses

In L^AT_EX different *documentclasses* exist:

1. article
2. book
3. report
4. letter

article Article is ...

book The book class ...

report Report gives you ...

letter If you want to write a letter.

You can also build list by your own, e.g.:

- a) bla bla
- b) bla bla bla

You can create tables like Table 1 or figures like Figure 2 in a floating environment. Here are some guidelines to make your tables look good <https://people.inf.ethz.ch/markusp/teaching/guides/guide-tables.pdf>

²www.texstudio.org

Table 1: This is a Table

header a	header b	header c
a	b	c
a	b	c

Source: I did it.

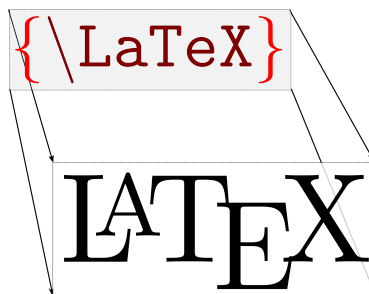


Figure 2: This is a Figure

2 How to Include Literature

It is easy to include references to literature in \LaTeX .

With the command `\nocite{*}` you can include all the references of a .lit-database. I do that here. However, usually you include only the literature that is mentioned in the text to your reference list. \LaTeX will do most of the work for you. You just need to enter the required informations about a book or an article in the .bib database.³ And then you can cite it using `\citet{}`, see <https://gking.harvard.edu/files/natnotes2.pdf>. Here are some examples: Wickham and Grolemund (2016) is a good book. Other books are also good (see Lilja, 2016; Matloff, 2011).

If you want to write using Overleaf.com, see https://www.overleaf.com/learn/latex/Bibliography_management_in_LaTeX for how to do bibliography management in \LaTeX and https://www.overleaf.com/learn/latex/bibliography_management_with_bibtex.

References

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Davenport, Thomas H and DJ Patil. 2012. “Data Scientist.” *Harvard Business Review* 90 (5):70–76.

³For building up a literature database I highly recommend **JabRef**⁴ which is an open-sourced, cross-platform citation and reference management software. It uses BibTeX as its native formats and is therefore typically used for \LaTeX .

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