COURSE NUMBER: COURSE TITLE
SEMESTER Session YEAR — DELIVERY MODE
START DATE – END DATE

Professor INSTRUCTOR NAME, Ph.D.
DEPARTMENT NAME
California State University, Fullerton

Cal State Fullerton®

Contact Information and Office Hours

Professor: INSTRUCTOR NAME, Ph.D.
Office: OFFICE LOCATION
Phone/Text: (PHONE)
Email: EMAIL
Website: WEBSITE
Zoom Office: Join Zoom Office Hours

Office Hours Schedule

- **Regular Hours:** DAYS AND TIMES

- **Platform:** PLATFORM - Discord/Zoom/In-person

- **Appointments:** Schedule flexible meetings at APPOINTMENT-LINK

Response Time Expectations

I will respond to emails, PLATFORM posts, and Canvas messages within 24 hours during week-days. If you don't receive a response within 24 hours, please send a follow-up message. After 48 hours without response, contact me by phone or text.

Course Overview

Catalog Description

INSERT OFFICIAL CATALOG DESCRIPTION HERE

Course Description

INSERT EXPANDED COURSE DESCRIPTION - EXPLAIN THE IMPORTANCE AND RELEVANCE OF THE SUBJECT MATTER TO STUDENTS' LIVES AND CAREERS

Student Learning Objectives

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

1. LEARNING OBJECTIVE 1

2. LEARNING OBJECTIVE 2

3. LEARNING OBJECTIVE 3

4. LEARNING OBJECTIVE 4

5. LEARNING OBJECTIVE 5

6. LEARNING OBJECTIVE 6

Required Materials

Textbook

AUTHOR, FIRST NAME. YEAR. *BOOK TITLE* (EDITION). CITY: PUBLISHER.

Additional Resources

Supplemental readings and multimedia content will be posted to Canvas throughout the course.

Prerequisites and General Education

Prerequisites

• PREREQUISITE 1

• PREREQUISITE 2

   Important: If you have not completed these prerequisites, you should not be enrolled in this course.

General Education Requirements Satisfied

IF APPLICABLE: This course satisfies General Education CATEGORY for students using Catalog Years YEAR and later. Writing assignments meet UPS 411.201 requirements for complex data organization, careful evaluation, and remediation feedback.

General Education Student Learning Goals

IF APPLICABLE: Include the relevant GE learning goals here

Technical Requirements and Support

Required Technical Competencies

• Basic computer skills and internet navigation

• Proficiency with Canvas (assignments, discussions, materials access)

• Word processing software (Microsoft Word or Google Docs)

• Reliable computer and internet connection

• PLATFORM for virtual meetings

• Email and online discussion board usage

• Online research tools and academic databases

Technical Support Resources

University IT Help Desk

Contact me immediately to document technical problems, then contact:

• **Phone:** (657) 278-8888

• **Email:** StudentITHelpDesk@fullerton.edu

• **Location:** Pollak Library North Student Genius Center

• **Online:** my.fullerton.edu, then click "Online IT Help" and then "Live Chat"

Canvas Support

• **Hotline:** (855) 302-7528 (24/7)

• **Community:** Canvas Community

• **In Canvas:** Click "Help" then "Report a Problem"

• **Live Chat:** Student Support Live Chat (24/7)

Course Policies

Communication Expectations

• All course announcements sent via Canvas and university email

• Students must check Canvas and email daily

• Ensure Canvas notifications are enabled

• Use professional communication standards

Assignment Submission and Due Dates

- All assignments due by 11:59 PM on specified dates
- Submit all work via Canvas unless alternative arrangements made
- Late assignments not accepted without prior arrangement
- Contact professor immediately if deadline challenges arise
- Students responsible for retaining copies of all submitted work

Participation Standards

Students must:

- Complete all assigned readings and videos
- Participate professionally in all discussions
- Follow university netiquette policies
- Maintain respectful, academic discourse

Academic Integrity Policy

This course maintains the highest academic integrity standards. Academic dishonesty includes but is not limited to:

- Cheating and plagiarism
- Fabrication of information
- Facilitating others' academic dishonesty
- Unauthorized resubmission of previous work

  Violations will be subject to sanctions under UPS 300.021 Academic Dishonesty Policy.

AI Tool Usage Policy

Permitted Uses

AI tools (ChatGPT, Claude, Grammarly, etc.) may be used for:

- Brainstorming and idea generation
- Grammar and style checking
- Content summarization for understanding
- Research assistance

Required Practices

- **Disclosure Required:** Document all AI tool usage
- **Proper Citation:** Cite AI-generated content appropriately
- **Original Analysis:** Final work must reflect your understanding
- **Academic Integrity:** AI cannot replace your critical thinking

Unacceptable Uses

- Submitting AI-generated content as original work

- Using AI to complete entire assignments

- Failing to disclose AI assistance

- Copying AI output without attribution

Citation Examples

- **Acceptable:** "I used ChatGPT to brainstorm initial ideas, but all analysis and writing are my own."

- **Proper Citation:** "Summary generated by ChatGPT, OpenAI, [date of use]."

- **Unacceptable:** Submitting AI-generated essays without attribution

Written Work Standards

All submissions must demonstrate:

- Professional formatting and presentation

- Proper grammar, spelling, and punctuation

- Appropriate citation style

- Original analysis and critical thinking

  Assignments will be checked using plagiarism and AI detection software.

Course Structure and Delivery

Delivery Method

DESCRIPTION OF COURSE DELIVERY - ONLINE/HYBRID/IN-PERSON

Course Organization

DESCRIPTION OF HOW THE COURSE IS ORGANIZED - MODULES, WEEKS, ETC.

Major Assignments

Assignment Name (Percentage% of grade)

Description of major assignment goes here.

Assignment Components

1. **Component 1:** Description here

2. **Component 2:** Description here

3. **Component 3:** Description here

Assignment Requirements

• Requirement 1

• Requirement 2

• Requirement 3

Assessment and Grading

Grade Distribution

Table 1: Course Grade Weights

Assignment Category	Weight
ASSIGNMENT TYPE 1	PERCENTAGE%
ASSIGNMENT TYPE 2	PERCENTAGE%
ASSIGNMENT TYPE 3	PERCENTAGE%
ASSIGNMENT TYPE 4	PERCENTAGE%

Grading Scale

Table 2: Letter Grade Scale

Grade	Range	Grade	Range
A+	98.0−100	C+	78.0−79.9
A	92.0−97.9	C	72.0−77.9
A-	90.0−91.9	C-	70.0−71.9
B+	88.0−89.9	D+	68.0−69.9
B	82.0−87.9	D	62.0−67.9
B-	80.0−81.9	D-	60.0−61.9
		F	Below 59.9

Grade Disputes

Contact me via email or Canvas with detailed questions about grades. Include the assignment in question and allow up to 48 hours for response. No extra credit opportunities are available.

Course Schedule

Week 1: Course Introduction & Syllabus Overview (Dates)

Module Information

• Review syllabus and course policies

• Introductions and icebreaker activity

• **Discussion:** Introduce yourself

- **Assignment:** Syllabus quiz due

Week 2: Topic 1 – Foundations (Dates)

Module Information

- Read Chapter 1
- Lecture: Key concepts and terminology
- **Discussion:** Reflect on foundational ideas
- **Assignment:** Short response due

Week 3: Topic 2 – Core Concepts (Dates)

Module Information

- Read Chapter 2
- Activity: Case study analysis
- **Discussion:** Case study discussion
- **Assignment:** Case study write-up due

Week 4: Topic 3 – Applications (Dates)

Module Information

- Read Chapter 3
- Group activity: Application scenarios
- **Discussion:** Group findings
- **Assignment:** Application worksheet due

Week 5: Topic 4 – Research Methods (Dates)

Module Information

- Read Chapter 4
- Lecture: Research design
- **Discussion:** Evaluating research
- **Assignment:** Research critique due

Week 6: Topic 5 – Data Analysis (Dates)

Module Information

- Read Chapter 5
- Activity: Data interpretation
- **Discussion:** Data challenges
- **Assignment:** Data analysis exercise due

Week 7: Topic 6 – Ethics and Professionalism (Dates)

Module Information

• Read Chapter 6

• Lecture: Ethical dilemmas

• **Discussion:** Ethics in practice

• **Assignment:** Ethics reflection due

Week 8: Midterm Review & Assessment (Dates)

Module Information

• Review sessions and Q&A

• **Discussion:** Midterm preparation

• **Assignment:** Midterm exam due

Week 9: Topic 7 – Diversity and Inclusion (Dates)

Module Information

• Read Chapter 7

• Activity: Inclusive practices

• **Discussion:** Diversity in the field

• **Assignment:** Inclusion project due

Week 10: Topic 8 – Technology and Society (Dates)

Module Information

• Read Chapter 8

• Lecture: Technology impacts

• **Discussion:** Technology debate

• **Assignment:** Technology analysis due

Week 11: Topic 9 – Policy and Regulation (Dates)

Module Information

• Read Chapter 9

• Activity: Policy review

• **Discussion:** Policy implications

• **Assignment:** Policy brief due

Week 12: Topic 10 – Global Perspectives (Dates)

Module Information

• Read Chapter 10

• Group presentations: Global case studies

• **Discussion:** International perspectives

• **Assignment:** Global analysis due

Week 13: Topic 11 – Future Directions (Dates)

Module Information

• Read Chapter 11

• Lecture: Emerging trends

• **Discussion:** The future of the field

• **Assignment:** Future trends essay due

Thanksgiving Break (No Class)

No class meetings or assignments this week. Enjoy your break!

Week 14: Capstone Projects and Course Wrap-Up (Dates)

Module Information

• Capstone project presentations

• Course review and feedback

• **Discussion:** Course reflections

• **Assignment:** Capstone project due

Week 15: Final Exam Preparation (Dates)

Module Information

• Final exam review session

• **Discussion:** Final questions and clarifications

• **Assignment:** Final exam study guide due

Week 16: Final Exams (Dates)

Module Information

• Final exam period

• **Assignment:** Final exam due

University Resources and Policies

Required University Policy Review

Students must familiarize themselves with policies at:
`https://fdc.fullerton.edu/teaching/student-info-syllabi.html`
Key areas include:

• University learning goals and program outcomes

• General Education category objectives

• Online behavior guidelines (netiquette)

• Accommodation rights for documented special needs

• Campus support services (Counseling, Title IV, Basic Needs)

• Disability Support Services information

• Academic integrity policies (UPS 300.021)

• Emergency procedures

• Library and IT services

• Software privacy and accessibility statements

Support Services

• **Counseling & Psychological Services** – confidential mental health support

• **Title IX and Gender Equity Resources** – support for discrimination and harassment issues

• **Diversity Initiatives and Resource Centers** – multicultural support and programming

• **Basic Needs Services** – food, housing, and financial assistance

• **Disability Support Services (DSS)** – accommodations and accessibility services

• **Library Research Support** – research assistance and academic resources

Accessibility and Accommodations

This syllabus and all course materials have been designed with accessibility in mind. Students with documented disabilities should contact Disability Support Services to discuss accommodations. All course videos include captions, and alternative formats for course materials are available upon request.

Commitment to Excellence: This course represents my commitment to outstanding, accessible education. I welcome feedback on how we can continue improving the learning experience for all students.