# PREFIX & Number, *Course Title*

# Term and Year

## **Faculty Information**

 Instructor:

 Office:

 Phone:

 Email:

 Office hours:

**Course Communication:**

## **Technical Problems**

If you encounter any technical difficulties, contact the instructor immediately to document the problem. Then, contact: [student IT help desk](https://www.fullerton.edu/it/services/helpdesk/), email, phone = 657-278-8888, walk-in [student genius center](https://www.fullerton.edu/it/services/student-genius-center/), online chat - log into [portal](https://nam10.safelinks.protection.outlook.com/?url=http%3A%2F%2Fmy.fullerton.edu%2F&data=05%7C02%7Ckpreston%40Fullerton.edu%7Cec1a5a118510469dda5008ddbe9b2bd8%7C82c0b871335f4b5c9ed0a4a23565a79b%7C0%7C0%7C638876295853551790%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=Y5O%2FRYkBLSw1rlczMjuxXIf37E4FffHPyJdbbxf7VHw%3D&reserved=0); click “Online IT Help”; click “Live Chat.”

For issues with Canvas: Canvas Support = 657-278-8888, [search the CSUF Canvas Guides with AI Assistant](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcanvashelp.fullerton.edu%2F&data=05%7C02%7Ckpreston%40Fullerton.edu%7Cec1a5a118510469dda5008ddbe9b2bd8%7C82c0b871335f4b5c9ed0a4a23565a79b%7C0%7C0%7C638876295853569232%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=2sFBWNAxZESQasavTkj7BS%2FdMzy9oeGdS2FVTEpPpv4%3D&reserved=0), [report a technical problem](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Ftitans.service-now.com%2Fsp%3Fid%3Dsc_cat_item%26sys_id%3Df88efe80ebea6a10fb7cfcffcad0cdc6%26subject%3DCanvas%2520Support&data=05%7C02%7Ckpreston%40Fullerton.edu%7Cec1a5a118510469dda5008ddbe9b2bd8%7C82c0b871335f4b5c9ed0a4a23565a79b%7C0%7C0%7C638876295853583311%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=ZIeCy6tL2erGiwp4sQRkhx%2FHu47X6p8i1m8f1nNi1so%3D&reserved=0).

**Alternative plan for submitting work:**

**Response time:**

## **Course Information**

Prefix, number, title:

 Meeting times with modality, day(s), time(s), and location (if synchronous):

 Zoom:

Course requisite(s):

Catalog description:

Additional description:

 Policy regarding the use of generative AI:

Course materials and equipment:

Required text(s):

Recommended text(s):

Other course materials and equipment:

Zero cost:

**Student Learning Outcomes**:

## **Grading Policies and Standards**

1. **Grading scale:**
2. **Required Course Assignments:**
3. **Attendance and Participation policy:**
4. **Examination dates:**
5. **Make-up and late submission policy:**
6. **Authentication of student work:**
7. **Extra credit:**
8. **Retention of student work:**

**Additional assignments for graduate students** [include if this is a 400-level course available to graduate students]

**Academic Integrity**

## **Technical Competencies** [include information regarding expectations beyond those assumed for all students]

## **Student Resources Website**

 It is the student’s responsibility to read and understand the required and important [student information for course syllabi](https://fdc.fullerton.edu/teaching/student-info-syllabi.html). Included is information about:

* University learning goals
* General Education learning objectives
* Netiquette/appropriate online behavior
* Students’ rights to accommodations
* Campus student support resources
* Academic integrity
* Emergency preparedness/what to do
* Library services
* Student IT services and competencies
* Software privacy and accessibility
* Accessibility statement
* Diversity statement
* Land acknowledgement
* Final exam schedule
* Semester calendar

## **Classroom Management**

## **General Education Requirements** [only include if this is a certified GE course]

 GE requirement(s) that this course meets

 How the GE writing requirement will be met and assessed

 GE grading standard

* Areas 1A, 1B, 1C and 2A = **A grade of “C-“ (1.7) or higher is required to meet this General Education requirement. A grade of “D+” (1.3) or below will not satisfy this General Education requirement.**
* All other GE courses = **A grade of “D” (1.0) or higher is required to meet this General Education requirement. A grade of “D-“ (0.7) or below will not satisfy this General Education requirement.**
* GE courses must be completed for a letter grade in order to receive GE credit.

**Upper-Division Writing Course Requirements** [include only if this course is certified as meeting the upper division writing requirement]

## **Calendar of Topics / Schedule of Classes**