# Core Course Syllabus – Fall 2021

|  | **Course** | Insert Course Prefix, Number, Section Here |
| --- | --- | --- |
| **Course Title** | Insert Course Title Here |
| **Professor** | Insert Professor's Name Here |
| **Term** | Insert Beginning & Ending Dates OR Semester & Year Here |
| **Meetings** | Insert Times, Days of Week. Location Optional |

## Professor’s Contact Information

| **Office Phone** | Primary Contact Phone Number |
| --- | --- |
| **Other Phone** | Optional Phone Contact Number |
| **Office Location** | Office or Other Meeting Location for Consultation |
| **Email Address** |  |
| **Office Hours** | State time/day and how office hours will be held, e.g., BlackBoard Collaborate, MS Teams, or WebEx (add appropriate links) and/or optional phone call; please ensure student's identity in adherence to FERPA |
| **Other Information** | Insert any other information you'd like to include, such as "I don't read eLearning mail" |

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## General Core Area 010 Communication

**Description:** Courses in this category focus on developing ideas and expressing them

clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

**Objectives: Critical Thinking (CT)–**to include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information

**Communication (COM)–**to include effective development, interpretation, and expression of ideas through written, oral, and visual communication

**Teamwork (TW)–**to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

**Personal Responsibility (PR)–**to include the ability to connect choices, actions, and consequences to ethical decision-making

## General Course Information

| **Pre-requisites, Co-requisites, & other restrictions** | Insert any restrictions on enrollment, including prior knowledge or required skill |
| --- | --- |
| **Course Description** |  |
| **Learning Outcomes** | List Student Learning Outcomes or other course objectives here. |
| **Required Texts & Materials** |  |
| **Suggested Texts, Readings, & Materials** |  |

## Assignments & Academic Calendar

*[Topics, Reading Assignments, Due Dates, Exam Dates*

| **Insert Week Number OR Range of Dates for week** | Insert topics, assignments, etc. If you copy/paste, your formatting may not work correctly. |
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Insert Exam Date(s), Time(s)

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| **Course Policies** | |  |
| **Class Materials** | The instructor may provide class materials that will be made available to all students registered for this class as they are intended to supplement the classroom experience. These materials may be downloaded during the course, however, these materials are for registered students' use only. Classroom materials may not be reproduced or shared with those not in class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](https://policy.utdallas.edu/utdsp5003). | |
| **Classroom Conduct Requirements Related to Public Health Measures** | UT Dallas will follow the public health and safety guidelines put forth by the Centers for Disease Control and Prevention (CDC), the Texas Department of State Health Services (DSHS), and local public health agencies that are in effect at that time during the Fall 2021 semester. Public health measures may be required for class participation (e.g., wearing of masks, social distancing) and students who refuse to comply may face disciplinary action for [Student Code of Conduct](https://policy.utdallas.edu/utdsp5003) violations. Students who are unable to comply with the university policies including wearing a face covering should consult the [Student Safety](https://utdallas.edu/covid/students-families-info/student-safety/) webpage for further instructions.  Students who have tested positive for COVID-19 or may have been exposed should not attend class in person and should instead follow required disclosure notifications as posted on the university’s website (see “[What should I do if I become sick](https://www.utdallas.edu/coronavirus/faq/#students)?” webpage). | |
| **Class Attendance** | The University’s attendance policy requirement is that individual faculty set their course attendance requirements. Regular and punctual class attendance is expected. Students who fail to attend class regularly are inviting scholastic difficulty. In some courses, instructors may have special attendance requirements; these should be made known to students during the first week of classes. | |
| Class Participation | Regular class participation is expected. Students who fail to participate in class regularly are inviting scholastic difficulty. A portion of the grade for this course is directly tied to your participation in this class. It also includes engaging in group or other activities during class that solicit your feedback on homework assignments, readings, or materials covered in the lectures (and/or labs). Class participation is documented by faculty. Successful participation is defined as consistently adhering to University requirements, as presented in this syllabus. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](https://policy.utdallas.edu/utdsp5003). | |
| **Class Recordings** | Students are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Unless the Office of Student AccessAbility has approved the student to record the instruction, students are expressly prohibited from recording any part of this course. Recordings may not be published, reproduced, or shared with those not in the class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct.](https://policy.utdallas.edu/utdsp5003)  ***NOTE: if the instructor records any part of the course, then the instructor will need to add the following syllabus statement:*** The instructor may record meetings of this course. These recordings will be made available to all students registered for this class if the intent is to supplement the classroom experience. If the instructor or a UTD school/department/office plans any other uses for the recordings, consent of the students identifiable in the recordings is required prior to such use unless an exception is allowed by law. | |
| **Grading (credit) Criteria** | Detail your grading methods, grade scale, percentages, etc. | |
| **Make-up Exams** |  | |
| **Extra Credit** |  | |
| **Late Work** |  | |
| **Special Assignments** |  | |
| **Classroom Citizenship** |  | |
| **Comet Creed** | *This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:*  *“As a Comet, I pledge honesty, integrity, and service in all that I do.”* | |
| **Academic Support Resources** | *The information contained in the following link lists the University’s academic support resources for all students.*  *Please go to* [*http://go.utdallas.edu/academic-support-resources*](http://go.utdallas.edu/academic-support-resources)*.* | |
| **UT Dallas Syllabus Policies and Procedures** | *The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus. Please review the sections regarding the* [*credit/no credit*](https://catalog.utdallas.edu/now/undergraduate/policies/course-policies#credit-no-credit-classes) *grading option and withdrawal from class.*  *Please go to* [*http://go.utdallas.edu/syllabus-policies*](http://go.utdallas.edu/syllabus-policies) *for these policies.* | |

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.