Official Course Outline

- a “contract” between the student, instructor, and institution
- gives the required components of the course which the student is guaranteed to receive from the instructor and institution.
- states the content and standards for evaluation
Syllabus

➢ describes how the individual instructor will carry out the terms of that contract.

➢ allows the individual instructor to include his/her own methods and topics

➢ gives the instructor the opportunity to bring out his or her particular talents and strengths
 gives specific dates, grading standards, and other rules of conduct of a course required by the individual instructor
 gives the basic components of the course required to be taught
Student Learning Outcomes

- are student focused

- are global and broad measurable statements that clearly state the knowledge, skills, abilities, and attitudes a student has attained upon completion of a course or program and upon receiving student services
Student Learning outcomes:

- Focus on what the student *can do*
- Demonstrate that the student is *competent*
- Include a *measurable expectation*
Each Student Learning Outcome

- must be supported by appropriate course content, assignment, and evaluation/assessment.
- is written as a measurable student-centered behavioral objective which demonstrates critical thinking and meets the stated needs of the course.
What will the student identify, demonstrate, analyze, etc. upon completion of the course?
Content Outline

- correlates with all student learning outcomes.
- includes a detailed course outline
- no longer requires listing hours or weeks spent on each topic
Assignments

- clearly demonstrate how students will achieve learning outcomes.

- reflect all outcomes and content, including theory, lab, and field work.

- Degree-applicable courses must include assignments that require students to think critically and apply concepts taught in the course.
Assignments

1. **Reading Assignments**
   List and/or provide examples of the type of reading assignments that will achieve the student learning outcomes and correlate with the topics in the course outline.

2. **Writing Assignments**
   Ohlone College requires courses to include a writing assignment when appropriate.

3. **Projects, Activities and other Assignments**
   Indicate all other projects, activities and assignments with specific examples.
Evaluation

The judgment of a student’s work to determine the learning achieved, the grade earned, and/or the graduation requirements satisfied.
Evaluation

❖ State the standards used to assess the level of mastery of each learning outcome.

❖ State methods of evaluation to assess student learning outcomes.
   (exams, oral presentation, portfolio, discussion, skill demonstration, successful completion of research paper or project)

❖ Weighing by percentages no longer required.
Student Learning Outcome
The student will:

Apply the techniques of annotating, note taking, outlining, and creating graphic organizers to aid comprehension and retention of material.

Course Outline:

Comprehension and study strategies
a. Utilizing prior knowledge
b. Annotation
c. Utilizing headings, subheadings, and format clues
d. Organizing textbook information
Course Assignment:

Writing Assignments
1. Practice a variety of note taking techniques including annotation, outlining, Cornell method, and graphic organizers.

Projects, Activities, and Other Assignments
1. Research study and memorization techniques.
2. Prepare and present information on three techniques using PowerPoint, transparencies, or poster.

Method of Evaluation:
Preparation and presentation of a project which meets assigned standards reflected in a prepared rubric.

Completion of assignments, meeting assigned standards for completion and accuracy.