

# CREATING A CLEAR & SIMPLE SYLLABUS

The basic guide to creating a course outline

## CREATE AN OVERVIEW COURSE DESCRIPTION



### A Clear and Concise Introduction

These should include a course overview, lecture times, as well as the contact info and availability for both Faculty and TA's

## FIND & CREATE YOUR RESEARCH & RESOURCES

### Perform Research for Relevant Course Material

This can be done using many sources, such as textbooks, Open Education Resources, or the University of Guelph Library



## CREATE IMPACTFUL LEARNING OUTCOMES

### Specific, Descriptive and Measurable Goals

Learning outcomes should detail important aspects of the course, and reflect on what is crucial for students to learn and understand



## CHOOSE ASSESSMENTS

### Relevant and Effective Digital Assessments

These assessments should be creative, support digital learning, and be relevant to the assessment of learning outcomes

## IMPORTANT UNIVERSITY STATEMENTS



### This list includes:

- Accessibility
- Drop Dates
- Academic Integrity
- Late Penalties
- NEW\* Detailed course delivery
- NEW\* Detailed lecture delivery

To see an example of a full course syllabus, [see this link](#) (ARTH\*1510)

