

Sample Credit Course Syllabus

- To ensure that your course outline can be evaluated, please ensure that your course outline contains all the components marked with a **Required** →
- Your course outline must be in English. If this document is in a language other than English, you will need to submit both the original language document and a certified English translation.

Required → **Course Name & Number:** ENGL 111 - Communications

Required → **Instructor Name and Qualification:** John Smith, PhD

Instructional Hours: 45

Lab Hours: if applicable

Credit: 3

Course Description: This course aims to help students improve all their communication skills: writing, reading, speaking, and listening. The main emphasis, however, is on writing skills. Students will strengthen and expand their writing skills so that they can write more effectively for a variety of audiences and purposes.

Required → **Prerequisites:** None

Required → **Course/Learning Objectives:** Upon completion of this course, students will be able to:

- Make informed rhetorical choices that consider purpose, form, and audience
- Employ a variety of essay writing modes, including expository and persuasive

Required → **Required Texts/Readings/Resources:**

Moran, K. M., & Henderson, E. (2017). The empowered writer. (3rd ed.). Don Mills, ON: Oxford UP.

Required → **Course Requirements/Student Evaluation:**

Requirement	Weight	Due Date
Short Essay	20%	October 1
Long Essay	35%	November 1
Assignments	5%	Throughout Term

Required → **Learning Outcomes/Content Covered** (May also be in the form of a course schedule/timeline)

Date	Readings	Assignments
September 14	Introduction to Course	Introduction Assignment
September 21	Narration and Description Reading: Crozier "What stays in the family"	
September 28	Narration and Description continued	Assignment Questions on Crozier "What stays in the family"

Required → **Grading Criteria**

Grade	Percentage	Grade Point	Descriptor
A+	93-100	4.0	Outstanding
A	87-92	4.0	Markedly Superior
A-	80-86	3.7	Excellent

***Please note that this Credit Course Syllabus is only a sample and has been summarized to fit one page. Typically, course outlines/syllabi are more than one page in length.*