

****SYLLABUS TEMPLATE COMPONENTS****

Northeastern Illinois University **College of Business and Management** **Prefix/Number -Section: Course Name Term** **Professor**

Class location/times:

Office Location:

Office Hours:

Telephone:

E-mail:

Web Address:

Prerequisites: To enroll in this course, you must have completed [course-specific prerequisites, plus “all Foundation Courses” for 300-level classes] with a grade of “C” or better. If you haven’t met these prerequisites, you must withdraw from this class and contact the Program Advisors in CLS 0006. Students who do not meet the course prerequisites and who do not drop voluntarily during the first week of class will be administratively withdrawn later in the semester.

Textbooks and Course Materials:

Required:

Recommended:

Learning Outcomes/Objectives and Assessment:

- 1. Outcome/objective 1; Method of Assessment of Outcome/objective 1**
- 2. Outcome/objective 2; Method of Assessment of Outcome/objective 2**

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Method of Instruction:

Evaluation:

Course Policies:

Course Calendar/Sequence: [Alternatively, Methods of Assessment of objectives may be included here]

THESE ARE FORMAT GUIDELINES AND COMPONENTS TO BE INCLUDED IN EVERY SYLLABUS. ACTUAL SYLLABI FORMAT MAY VARY SLIGHTLY DEPENDING ON THE INDIVIDUAL COURSE AND FACULTY MEMBER PREFERENCES.
