

University Studies Program

General Education, done better.

Explore Course Syllabus Checklist

Included?	Syllabus Requirements:
<input type="checkbox"/>	The first page of the syllabus should clearly state: <ol style="list-style-type: none"> that this is an Explore course the Signature Question, if applicable the Explore category (Culture, Nature, Society) the number of credits at discretion, any other college or department requirements this course satisfies
<input type="checkbox"/>	One or more sentences on each of the following must appear somewhere in the syllabus: <ol style="list-style-type: none"> the place of Explore courses in the USP the relationship of this course to Liberal Education an explanation of Early Alert that includes when it will take place and confirms you will participate
<input type="checkbox"/>	Course Description
<input type="checkbox"/>	Assessable Student Learning Outcomes
<input type="checkbox"/>	List of any appropriate campus resources that could help students with this course or which instructor wishes to highlight
<input type="checkbox"/>	Signature Question Requirements, if applicable (Each Signature Question has its own checklist.) <ol style="list-style-type: none"> The minimum Signature Question content in Quest I & II is 25% of the course. The Intercultural Knowledge signature question requires the course to be designated as either Ethnic Studies or Global Citizenship. (Global Citizenship courses use Global Citizenship and Intercultural Knowledge checklists.)

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Other possible considerations:

- Attention to tone in the syllabus
- Encouragement to visit office hours, ask questions, communicate with you
- Alternatives to office hours (e.g. virtual office hours, alternate location, etc.)
- Suggestions for participation in campus or community activities that connect to your course content

For more resources, visit our website usp.uwosh.edu and click on “Teaching in the USP.”