Instructor Contact Information
Instructor Expectations
Learning Objectives

Assessment and Measurement Procedures for Grading
Resources and Materials
Course Schedule

Your course content should

h) A grading policy which clearly defines how students earn their grades is provided.

i)

	e)	Students are instructed in methods of research (searching) and resource (content) evaluation if applicable.
	f)	Students are provided with numerous assessments such as discussion, journals, essays, quizzes and other assignments.
	g)	Feedback to student assignments and questions is provided in a timely manner.
	h)	Students are given the opportunity to provide course feedback to the instructor through the end-of-semester online survey as disseminated through the Office of the Dean of Instruction.

Important Notes:

1. Your welcome announcement should read something like the following:

 Welcome to Principles of Management - BUAD 208 BL2. If this is your first online course, be sure to review the Open SUNY Student Orientation on your myWEB COURSES home page. Next, click the Content link and read over the Course Information documents and proceed to Module 1.

2. Modules Hidden: Make sure you hide any modules you do not want students to have access to.

3. Ensure that any semester specific dates within your Course Schedule and/or in other areas of your course have been changed to reflect the new semester.

4. **Your course will become enabled** (go live) **one full week before the session begins**, unless Campus Technology is notified otherwise.