(COURSE PREFIX, NUMBER AND NAME)

This abbreviated syllabus must be read together with the material within the Institutional Policies Module of the class D2L shell. Combined, these documents constitute the entire syllabus required for this course. All directional text can be deleted upon completion of the syllabus.

To maintain the formatting in this template, be sure to only paste text using Ctrl+Shft+V or Cmd+Shft+V on a Mac.

GT courses must also include the opening paragraph language required by the state.

COURSE INFORMATION

Course Title:
Credits:
Course Description (from CCNS): CCNS Search Tool

Semester & Year:
Meeting Location, Times & Days:
Start Date: Parts of Term
End Date:
Last date to drop with a refund:
Last date to withdraw:

INSTRUCTOR INFORMATION

Name:
E-mail and Phone:
Office Hours & Location:
WebEx link:

REQUIRED TEXT/COURSE MATERIALS/TECHNOLOGY

COURSE CALENDAR

The instructor has the right to adjust the content in the table below if deemed necessary.

DATE	TOPICS	READINGS & LECTURES	ASSIGNMENTS DUE

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COURSE SPECIFIC POLICIES AND INFORMATION

Attendance

- Regular attendance in all course activities is critical for academic success.
- Please review the [College Non-Attendance Policy](#)

Assignments, quizzes and exams

Late work policies

Other

GRADE SCALE

A - 90-100%   - Superior mastery or achievement.
B - 80-89%   - Better than average mastery or achievement.
C - 70-79%   - Acceptable mastery or achievement.
D - 60-69%   - Less than acceptable mastery or achievement.
F - Below 60% - Fails to demonstrate achievement of course objectives.

POINT DISTRIBUTION

INSTITUTIONAL OUTCOMES

Graduates of the Community College of Denver are prepared to be successful on a personal, professional, and global level. For a full description of these institutional outcomes please see Institutional Policies module on this courses D2L shell. In this class we will focus on……..

Quantitative Literacy: Students will interpret, represent and analyze mathematical information accurately and perform calculations to solve problems.

Effective Communication: Students will communicate a central guiding idea to a defined audience, for a concrete purpose, employing effective conventions in the service of meaning.

Critical Thinking: Students will analyze information and ideas from multiple perspectives and articulate an argument or opinion or a conclusion based on that analysis

Intercultural Literacy: Students will apply a set of cognitive, affective, and behavioral skills to effectively interact in a variety of cultural contexts.

STUDENT RESOURCES

CCD has several resources for students. See the list below and/or reach out to the instructor with any needs.

- **Online Tutoring**: Sessions are available at [Excel! Zone](#)
- **Advising**: Schedule a virtual appointment with academic advisors by emailing Advising@ccd.edu
- **COVID-19 Updates and Student Support Resources**: [COVID-19 Updates and Student Resources](#)
- **IT Help Desk**: Email HelpDesk@ccd.edu or call (303) 352-3030
- **Accessibility Center**: Please reach out to your Specialist first and/or ccd.access@ccd.edu
- **Teaching & Learning Center**: [D2L Introduction Videos for Students](#)

STANDARD COMPETENCIES/OUTCOMES

Click this link to find your specific course competencies. [Common Course Numbering System](#)
Copy and paste standard competencies in this area (be sure to paste using **Ctrl+Shift+V/Cmd+Shift+V**).

GT Pathways Competencies

For GT Pathways courses, please visit the [CDHE GT Pathways Curriculum](#) to paste competences.
Copy and paste standard competencies in this area (be sure to paste using **Ctrl+Shift+V/Cmd+Shift+V**).

TOPICAL OUTLINE

Click this link to find your specific course topical outline. [Common Course Numbering System](#)
Copy and paste outline in this area (be sure to paste using **Ctrl+Shift+V/Cmd+Shift+V**).