



Faculty Checklist for Simple Syllabus: Optional Items

The following component areas are **editable** and **optional**:

Component Area	Details
<input type="checkbox"/> Welcome Message	
<input type="checkbox"/> Course Specific Instruction	
<input type="checkbox"/> Recommended Instructional Materials	
<input type="checkbox"/> Minimum Technology Requirements	
<input type="checkbox"/> Instructor Feedback to Students	
<input type="checkbox"/> Policy on Extra Credit	
<input type="checkbox"/> Faculty-Added New Components	Note: Shows up at end of syllabus (cannot be moved)

** All component areas that have been edited will require approval*