

[Course Name] Syllabus

[Semester and Year]

Instructor Information

Instructor	Email	Office Location & Hours
[Instructor Name]	[Email address]	[Location, Hours, Days]

General Information

Description

[To replace the placeholder text on this page, just select a line of text and start typing.]

Expectations and Goals

[But don't replace the placeholder text just yet! First check out a few tips to help you quickly format your report. You might be amazed at how easy it is.]

Course Materials

Required Materials

[Need a heading? On the Home tab, in the Styles gallery, just tap the heading style you want.]

- [Notice other styles in that gallery as well, such as for a numbered list, or a bulleted list like this one.]
- [For best results when selecting text to copy or edit, don't include space to the right of the characters in your selection.]

Optional Materials

[Want to add more tables to your document that look like the Course Schedule and Exam Schedule tables that follow? Nothing could be easier. On the Insert tab, just select Table to add a new table and then select the custom formatting you want from the Table Tools Design tab.]

Required Text

[Item Name 1] [Media Type 1], [Author Name 1]

[Item Name 2] [Media Type 2], [Author Name 2]

Course Schedule

Week	Topic	Reading	Exercises
[Week 1]	[Topic 1]	[Reference 1]	[Exercise 1]
[Week 2]	[Topic 2]	[Reference 2]	[Exercise 2]