

# SYLLABI

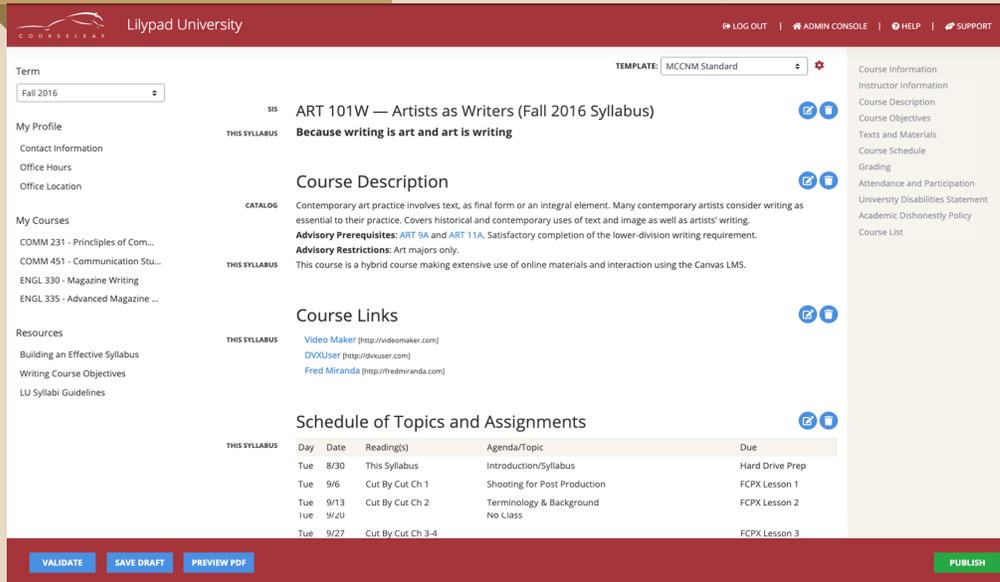
## Creation, Management, Storage

## Streamline syllabi creation

*Ensure consistency, accuracy, and compliance.*

Make creating syllabi quick and straightforward, ensure that syllabi consistently and accurately convey institutional policy, and archive finished syllabi centrally for easy search and use with CourseLeaf SYLLABI. Over a dozen schools helped create SYLLABI to make life easier for provost and dean's offices, faculty and chairs, and students.

### Editing a Syllabus



Term: Fall 2016

TEMPLATE: MCCNM Standard

**ART 101W — Artists as Writers (Fall 2016 Syllabus)**  
Because writing is art and art is writing

**Course Description**  
Contemporary art practice involves text, as final form or an integral element. Many contemporary artists consider writing as essential to their practice. Covers historical and contemporary uses of text and image as well as artists' writing.  
**Advisory Prerequisites:** ART 9A and ART 11A. Satisfactory completion of the lower-division writing requirement.  
**Advisory Restrictions:** Art majors only.

**Course Links**  
Video Maker (<http://videomaker.com>)  
DVXUser (<http://dvxuser.com>)  
Fred Miranda (<http://redmiranda.com>)

Day	Date	Reading(s)	Agenda/Topic	Due
Tue	8/30	This Syllabus	Introduction/Syllabus	Hard Drive Prep
Tue	9/6	Cut By Cut Ch 1	Shooting for Post Production	FCPX Lesson 1
Tue	9/13	Cut By Cut Ch 2	Terminology & Background	FCPX Lesson 2
Tue	9/20		No Class	
Tue	9/27	Cut By Cut Ch 3-4		FCPX Lesson 3

VALIDATE SAVE DRAFT PREVIEW PDF PUBLISH

## Key Benefits

- > **Make changes quickly and easily** with drag-and-drop editing and content cloning.
- > **Automatically include correct policies, course information, and more.**
- > **Lock-in mandatory text and standardize syllabi.**
- > **Give instructors flexibility** with managed permissions.
- > **View syllabi quickly and easily** on any device.
- > **Centrally store syllabi** for quick and reliable access later.

“ **What used to take an hour to change will now take (faculty) 20–30 seconds.** ”

**Brian Mercer**  
Director - Office of Curricular Support  
Azusa Pacific University

### Provost and Dean's offices

Ensure university policies are conveyed consistently and accurately. Automatically collect and store syllabi centrally.

### Faculty & Chairs

Dramatically cut down the time to create and update syllabi.

### Students

Look at syllabi quickly and easily on any device.

**Confidence in your Curriculum.**



**REQUEST A PERSONALIZED DEMO!**  
[info@courseleaf.com](mailto:info@courseleaf.com)

# SYLLABI

Creation, Management, Storage

## Be confident all syllabi are compliant

Validate consistency and compliance across campus by defining the contents of each syllabus template, as well as determine the editing privileges of faculty who will ultimately use them. To do this, SYLLABI leverages CourseLeaf's powerful rules and filters engine to define required elements of each syllabus by attribute, meeting pattern, or other criteria. Templates may also be defined to help enforce standard presentation of information across a college, department, or institution.

## Reduce faculty administrative workload

Gain a faster, easier way to build new syllabi over time using an intuitive interface that far outpaces word processing and other desktop publishing tools. SYLLABI automatically pulls in data from systems of record—including your SIS, LMS, catalog, and others—eliminating dual data entry. Each component of the syllabus is templated by campus administrators, allowing faculty to quickly edit, append, and remove elements. Since syllabi are maintained on the web, faculty no longer maintain static files on their workstations or in email, eliminating the risk of content loss or publishing legacy data.

## Course Calendar Designer

SYLO Calendar Designer

Schedule Title:  COPY FROM...

Schedule Type:

Day	Date	Reading(s)	Agenda/Topic	Assignment Due	NC
Tue	8/30	<input type="text" value="This Syllabus"/>	<input type="text" value="Introduction/Syllabus"/>	<input type="text" value="Hard Drive Prep"/>	<input type="checkbox"/>
Tue	9/6	<input type="text" value="Cut By Cut Ch 1"/>	<input type="text" value="Shooting for Post Production"/>	<input type="text" value="FCPX Lesson 1"/>	<input type="checkbox"/>
Tue	9/13	<input type="text" value="Cut By Cut Ch 2"/>	<input type="text" value="Terminology &amp; Background"/> <input type="text" value="Workflow, Organization, Formats &amp; Codecs"/>	<input type="text" value="FCPX Lesson 2"/>	<input type="checkbox"/>
Tue	9/20		No Class		<input checked="" type="checkbox"/>
Tue	9/27	<input type="text" value="Cut By Cut Ch 3-4"/>		<input type="text" value="FCPX Lesson 3"/>	<input type="checkbox"/>
Tue	10/4		<input type="text" value="Dailies, Formats &amp; Codecs"/>	<input type="text" value="FCPX Lesson 4"/>	<input type="checkbox"/>
Tue	10/11		<input type="text" value="MIDTERM EXAM"/>		<input type="checkbox"/>
Tue	10/18	<input type="text" value="Cut By Cut Ch 5"/>	<input type="text" value="Editing Basics"/>	<input type="text" value="FCPX Lesson 5"/>	<input type="checkbox"/>

CANCEL OK

### Build course calendars quickly and easily.

*Calendar Designer uses a drag-and-drop interface for quick, efficient calendar creation. Additionally, Designer syncs with your institution's academic calendar, and updates automatically as daily assignments and schedules are updated over time.*

## Quick access to course content on any device

SYLLABI makes viewing content on mobile devices simple and intuitive by publishing within your school's branded template. Student-facing content is designed to be mobile friendly for viewing in smartphones and other small-screen devices, and accessible to WCAG 2.0 AA standards. By leveraging CourseLeaf's SAM (student aware module), students are presented with changes that have occurred since the last time they viewed the content. Students can also view syllabi from past terms as each syllabus is archived and stored permanently.