Tufts University, Friedman School of Nutrition Science and Policy

**NUTR XXX -- Course title**

*Semester and year (e.g. Spring 2012)*

**Class Meetings:**  
*Day, time and location*

**Instructor(s):**  
*Name, contact info (email/phone/skype)*

**Office hours:**  
*Day, time and location (in person or online/phone/skype)*

**Teaching Asst.:**  
*If appropriate: name, contact info (email/phone/skype)*

**Office hours:**  
*Day, time and location (in person or online/phone/skype)*

**Graduate Credits:**  
*Typically 1 credit or 0.5 credit*

**Prerequisites:**  
*Insert text as appropriate*

**Course Description:**  
*Full descriptive summary of course.*

**Course Objectives:**  
*Summary of what students will learn to do by taking the course, typically in the form of a 1-3 sentence summary plus a list of observable abilities that students are expected to have by the end of the semester.*

**Texts or Materials:**  
*Describe the required textbook(s), readings or other materials, including information on your use of Trunk, library facilities and electronic resources.*

**Academic Conduct:**  
*Standard text for this section of the syllabus follows; you may wish to add specific details regarding particular assignments such as team projects. Each student is responsible for upholding the highest standards of academic integrity, as specified in the Friedman School’s Policies and Procedures manual (http://nutrition.tufts.edu/student/documents) and Tufts University policies (http://students.tufts.edu/student-affairs/student-life-policies/academic-integrity-policy). It is the responsibility of each student to understand and comply with these standards, as violations will be sanctioned by penalties ranging from failure on an assignment and the course to dismissal from the school.*

**Classroom Conduct:**  
*Some instructors use this section to describe their expectations for attendance and behavior in the classroom, including preparation for class, participation in class discussion, use of electronic devices, etc. You may also wish to specify a communications policy, regarding how and when you would like students to email, call or schedule appointments outside of class.*
Assessment and Grading: Describe the exercises, tests and other required activities, with a summary of assessment procedures for student feedback and letter grading. Typically this includes a table of the percent weight assigned to each assignment in determining letter grades.

Assignments and Submission Instructions: Describe the specific exercises, tests or other assignments and their due dates, including any penalties for late or incomplete assignments. For example, you can state:

Assignments received after their deadline will not be accepted or graded unless extension is approved in advance. Students who are unable to complete an assignment exam on time for any reason should notify the instructor by email, text message or phone call prior to the deadline, with a brief explanation for why the extension is needed.

Accommodation of Disabilities: Mandatory standard text:

Tufts University is committed to providing equal access and support to all students through the provision of reasonable accommodations so that each student may access their curricula and achieve their personal and academic potential. If you have a disability that requires reasonable accommodations please contact the Friedman School Assistant Dean of Student Affairs at 617-636-6719 to make arrangements for determination of appropriate accommodations. Please be aware that accommodations cannot be enacted retroactively, making timeliness a critical aspect for their provision.

Course Schedule: Please use this section to provide a summarized list of milestones, including the disclaimer that:

* This schedule is subject to modification at the instructor’s discretion.

<table>
<thead>
<tr>
<th>Week #</th>
<th>Topic &amp; Lecturer (as needed)</th>
<th>Assignments Due</th>
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Course Topics, Learning Objectives and Assignments

This section should provide a week-by-week guide to class topics and learning objectives, as well as readings and assignments as needed. It is often desirable to describe each week’s material on a separate page, using a standard format such as the example below. You may wish to repeat the following disclaimer:

* This schedule is subject to modification at the instructor’s discretion.

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Week #:

Topic (with specific location, time and guest lecturers as needed)

Learning objectives:

As with the overall course objectives, each week’s learning objective(s) should be described in terms of observable abilities that could be assessed after each class. Typically terminology is that students might be able to “List”, “Summarize”, “Classify”, “Describe”, “Interpret”, “Explain”, “Assess”, “Make” or “Use” the concepts and materials addressed each week, for example:

Upon completion of this week, students will be able to:

1) Describe Bloom’s taxonomy of learning objectives
2) Classify their course objectives in terms of Bloom’s taxonomy
3) Explain the strengths and limitations of Bloom’s taxonomy for this class

Preparation for class:

List the required or optional readings or other preparation needed before class

Assignments for this week:

List any exercises, tests or other activities scheduled for this week.

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