

25 Things You Can Learn From Your Syllabus

A syllabus is a guidebook, a calendar, and a manifesto rolled into one, and it might look different in each of your courses. You may be overwhelmed at first glance, but take some time to read through each of your syllabi to find the following key information:

The basics:

1. How can I reach the professor?
2. When and where are office hours?
3. What textbooks or other materials will I need, and where can I find them?

Assessment:

4. How will I be graded? (look for keywords like evaluation or assessment)
5. When are my assignments due?
6. How and when should I hand in assignments?
7. When are tests and exams? Or are there any?
8. What else will I be graded on? (participation, attendance, other work)
9. What other activities, events, or field trips am I required to attend?
10. What's on the exam?
11. Can I hand my work in late?
12. Can I make up a missed test or assignment?
13. What about an emergency?

How to succeed in this course:

14. Do I need to attend every class?
15. What about an emergency?
16. How should I prepare for class?
17. What should I be doing in class?
18. What other resources can I use? (e.g. Writing Colleagues or Writing Fellows, Teaching Fellows, Research Librarians)
19. What is academic dishonesty, and what are the consequences?
20. How do I access accommodations for a disability?
21. Can I use my phone or computer in class?

And most importantly:

22. What is the point of this course?
23. How does it fit into the colleges' curriculum requirement or my major?
24. What will I learn?
25. What will I learn ***to do***?

For more support and advice from a peer, visit the Study Mentors. Make an appointment on StudyHub on the CTL website (www.hws.edu/academics/ctl/) or stop in to visit us on the second floor of the library.