

Syllabus Review Organizer Using a syllabus, please locate the following information:				
Class Name:	Time and Days:		Meeting Location:	Office Hours:
Professor's Name, Office, Contact Information:			Professor's Preferred Contact Method (Email, Call, Text, In person)	
What textbook do you need?			Total Points / Grading Scale	
List classwork and due dates:				
In Class Assignments	Out of Class Assignments	Group Projects	Exams	Other
What does the syllabus say about work submitted late?				
What are the class participation requirements and how is it graded?				

