LSC-O ONLINE COURSE TEMPLATE

Office of Learning Technology
IMPORTANT DESIGN INFORMATION

- All course curriculum should operate from the content tab
- Instructor’s choose the access point for the course
- The course only has the three following tabs for course information:
  1. Homepage
  2. Information
  3. Content (modules and folders can be designed to chunk information)
• The information tab should only contain major course information:
  • Instructor Information
  • Syllabus
  • Schedule
  • Important Policies
  • Etc.

• Instructors can hide the information tab if they want.
INSTRUCTOR INFORMATION

- All instructor's should have the following information present in the course:
  - Instructor’s Name
  - Office location
  - Contact information: phone and email
  - Office hours
  - LSC-O picture
Example

Instructor Information

Dr. Mary Sisemore
Office MC 147A
409-883-1958
msisemore@lscs.edu (best method of contact)
Office Hours: Monday-Friday 7:30am-4:30pm

![Instructor Photo]