



Faculty Checklist for Simple Syllabus: Optional Items

The following component areas are **editable** and **optional**:

| Component Area | Details |
|--|---|
| <input type="checkbox"/> Welcome Message | |
| <input type="checkbox"/> Course Specific Instruction | |
| <input type="checkbox"/> Recommended Instructional Materials | |
| <input type="checkbox"/> Minimum Technology Requirements | |
| <input type="checkbox"/> Table of Assignments | Integrated with Canvas |
| <input type="checkbox"/> Instructor Feedback to Students | |
| <input type="checkbox"/> Course AI Policy | |
| <input type="checkbox"/> Course Academic Honesty Policy | |
| <input type="checkbox"/> Policy on Extra Credit | |
| <input type="checkbox"/> Faculty-Added New Components | Note: Shows up at end of syllabus (cannot be moved) |

** All component areas that have been edited will require approval*

Rev. 10/26/25 - LH