

**Introduction to Telecommunications
Instructor-led On-line Course Syllabus
February – March, 2012**

Course Material Review

Friday, February 10 – Thursday, February 23, 2012

Students are recommended to review Lessons 1-4 of the course material in ATutor.

Friday, February 24 – Thursday, March 8, 2012

Students are recommended to review Lesson 5-8 of the course material in ATutor.

Conference Calls

Wednesday, February 15, 2012, 1:00 – 1:30 PM (ET)

The instructor will introduce the course and let students know what will be expected from them. Students will be able to ask questions about upcoming course workshops and any course material that has been reviewed to date. Dial-in information will be posted in ATutor.

Wednesday, March 7, 2012, 1:00 – 2:30 PM (ET)

If students have any questions about the course material reviewed to date or the two course workshops, they should submit them to the instructor via e-mail by 9:00 AM (ET) on this date. The instructor will answer them during the conference call and will also discuss Workshop #1. Dial-in information will be posted in ATutor.

Wednesday, March 21, 2012, 1:00 – 2:30 PM (ET)

If students have any questions about the course material reviewed to date or the two course workshops, they should submit them to the instructor via e-mail by 9:00 AM (ET) on this date. The instructor will answer them during the conference call and will also discuss Workshop #2. Dial-in information will be posted in ATutor.

Course Workshops

Workshop #1:

- Saturday, March 3, 2012 - Students are to post their answer to this workshop in the “Forums” section in ATutor by 11:55 PM (ET) on this date.
- Tuesday, March 6, 2012 - Students should review other student submittals and provide comments to at least three of them by 11:55 PM (ET) on this date.
- Grading - Students will receive a grade for this workshop only if they post their answers to the “Forums” section in ATutor and respond to at least three other student submittals by the above dates.
- Answers to Workshop #1 will be available in ATutor on Wednesday, March 7, 2012.

Workshop #2:

- Saturday, March 17, 2012 - Students are to post their answer to this workshop in the “Forums” section in ATutor by 11:55 PM (ET) on this date.
- Tuesday, March 20, 2012 - Students should review other student submittals and provide comments to at least three of them by 11:55 PM (ET) on this date.

- Grading - Students will receive a grade for this workshop only if they post their answer to the “Forums” section in ATutor and respond to at least three other student submittals by the above dates.
- Answers to Workshop #2 will be available in ATutor on Wednesday, March 21, 2012.

Final Exam

Wednesday, March 21 – Sunday, March 25, 2012

The final exam will be available through ATutor beginning at 2:30 PM (ET) on Wednesday, March 21 through 11:55 PM (ET), Sunday, March 25, 2012. Students will complete the final exam on-line through ATutor. In order to receive their course certificate, students will also be required to complete the course evaluation also on-line through ATutor. Final grades will be posted in ATutor.

Course Grades

Grades for the course will be determined by student participation in the following items and will be weighted as shown below. Students need to receive a 70% or better to pass the course and receive a certificate.

Final Exam	65%
Course Workshop #1	15%
Course Workshop #2	15%
Completed Survey	5%
	100%