

PALO ALTO



# Quick Course Proposal

Email to: [adultschool@pausd.org](mailto:adultschool@pausd.org)

Date: \_\_\_\_\_

Department : \_\_\_\_\_

Course: \_\_\_\_\_

Instructor: \_\_\_\_\_

Hrs. per week: \_\_\_\_\_ Length of course: \_\_\_\_\_ weeks Day(s): \_\_\_\_\_

State Funded \_\_\_\_\_ Fee Supported \_\_\_\_\_ Location \_\_\_\_\_

## COURSE DESCRIPTION (for brochure)

Prerequisite(s):

Description (50 words):

e-mail (for optional inclusion in the catalog):

## 1. EDUCATIONAL PURPOSE OF THE COURSE

## 2. STUDENT LEARNING OUTCOMES (SLO)

- **Set Goals:** Students will assess their own needs and identify personal educational and/or vocational goals
  - With guidance, develop plans to achieve goals.
  - Be self-directed learners who learn independently and collaboratively in a diverse environment.

*Examples:*

- **Achieve Skills:** Using a variety of methods, technology and resources, students will acquire knowledge and skills.
  - Develop and apply critical thinking skills.
  - Obtain academic and technical skills for life and workforce readiness. *Examples:*
- **Demonstrate Learning:** Students will apply their acquired core knowledge and skills appropriate to their goals.
  - **Advance to post-secondary education or training.**
  - **Contribute to personal enrichment and the community.**
  - Demonstrate 21<sup>st</sup> century skills including critical thinking, communication, collaboration and creativity.

*Examples:*

## 3. EVALUATION

What tests or other evaluative techniques will be used to assess student progress and attainment of course objectives?

## 4. DO YOU NEED ANY SPECIAL EQUIPMENT? (Textbooks, projectors, etc.)