

Course Information

Distance Learning Course: OST 233.71 Office Publications Design

Course format: Internet

Textbook:

Course Prerequisites/ Corequisites: OST 136

Instructor Information	
Name	Staff
Office phone number	336-599-1181
E-mail address	
Office location	
Office hours	

Types of Required Assignments	Frequency of Assignment
Class Labs	More than 20
Discussion Forums	At least 20
Projects	0
Tests/Exams	More than 20
Quizzes	0
Journal Entries	0
Writing Assignments	0
Other	0

Course Policies and Requirements	Hours
Average number of hours per week to be successful in a 12 to 16 week course	10
Average number of hours per week to be successful in a 8 week course	
Number of proctored exams required in this course	0
Number of times a student will need to travel to campus	0

Additional attendance requirements: Policy on make-up exams and/or late assignments for this course:

Software/Technical Requirements	
Do assignments require the use of supplements bundled with the text book?	
Is additional software required?	

Additional comments: