As the primary summary of a seminar, the syllabus serves several purposes. It outlines the seminar, denotes what students may expect from the instructor, and lists the expectations of student engagement. The syllabus should clearly articulate homework assignments and due dates.­ Additionally, this proposed syllabus captures your requests for (a) date and time and (b) delivery mode. A completed proposal should not exceed four pages. Contact OLLI-UO staff via email at osher@uoregon.edu.

1. Seminar Title
2. Instructor Name(s) and brief bio (150 word limit) – may be team taught
3. Date and Time: note 1 – 3 of your preferred sessions from the calendar provided
4. Location and Delivery mode: Typically, the location for in-person classroom is UO Baker Downtown Center, 975 High St, Eugene, OR. Note here if you request:
	* in person only
	* open to teaching in hybrid format from the classroom
	* will only teach remotely via Zoom
5. Formats (Lecture, Discussion, In-Class activities, etc.)
6. Outline of subject and topics explored, by class session.
7. Course materials, required and optional (Texts, books, readings, . . .)
8. Expectations for students, both in- and out-of-class.
	* Expected readings (explicitly by pages assigned, lengths of assignments, etc.),
	* Expected student engagement in class
	* Attendance
	* Writing
	* Electronic media/network/online
	* Field work
	* Performance or presentation in class
9. Learning outcomes
	* What are the skills, abilities, or major concepts a student is expected to acquire in this seminar?­