Course Info Checklist

# General Course Info

**Official Course Title:**

[…]

**Course ID (incl. section number):**

[…]

**Format (open to public/closed=enrolled students only):**

[…]

**Course Description:**

[…]

**School/Department:**

[…]

**Prerequisites:**

[…]

**Start Date**

[…]

**Duration (How long does the course last?):**

[…]

**Credit Hours**

[…]

**Day & Time (When does the course require synchronous communication/face2face)**

[…]

# Instructor Info

**Name**

[…]

**Email**

[…]

**4x4**

[…]

**OU ID (9 digits)**

[…]

**Official Title**