**APPENDIX K**

**NC STATE UNIVERSITY**

**CONTINUING EDUCATION**

**COURSE SCHEDULE/AGENDA**

NAME OF COURSE/PROGRAM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LOCATION\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COURSE # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This is an example of the information needed for a course schedule. When you use this form, please delete the example table

|  |  |  |  |
| --- | --- | --- | --- |
| DATE | TIME | ACTIVITY | INSTRUCTION HRS |
| Tues. Aug. 7 | 8:00-8:30am | Course Overview and Discussion of Learning Outcomes | 0.5 |
|  | 8:30-10:00am | Lecture on………. | 1.5 |
|  | 10:00-10:15am | Break | NA |
|  | 10:15am-Noon | Hands on Activity…… | 1.75 |
|  | Noon-1:00pm | Lunch | NA |
|  | 1:00-3:00pm | Lecture | 2.0 |
|  | 3:00-3:15pm | Break | NA |
|  | 3:15-5:00pm | Lecture on……… | 1.75 |
|  |  | Subtotal | 7.5 |

|  |  |  |  |
| --- | --- | --- | --- |
| DATE | TIME | ACTIVITY | INSTRUCTION HRS |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  Subtotal |  |

|  |  |  |  |
| --- | --- | --- | --- |
| DATE | TIME | ACTIVITY | INSTRUCTION HRS |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  Total |  |