



Faculty Annual Report Guide: Teaching

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Teaching Overview

Teaching Help							
Term	Course	Alt Prefix 1	Alt Prefix 2	Course Title	Credit Hours	Enrollment	Actions
Fall 2017	TMPS 7093 2			Introduction to Pastoral Care&Counseling:Narrativ	3	20	
Fall 2017	TMPS 7182 1			Pastoral Care in/with Communities of Faith:	3	9	

The Teaching Form enables you to add description to the courses you teach. Courses are imported into the system from Student Services data, so you cannot manually add or remove courses listed. If you believe there is an error (e.g., missing courses) please email bcfarhelp@bc.edu

For each course listed, use the edit button  to add information about the course.

Teaching Section A: Course Information (Optional)

Appearance

A Course Information							
Term	Course	Alt Prefix 1	Alt Prefix 2	Course Title	Credit Hours	Enrollment	Course Not Taught
Fall 2017	TMPS 7093 2			Introduction to Pastoral Care&Counseling Narrativ	3	20	<input type="checkbox"/>

Editing

Because course information is imported for you from Student Services, no action is required on the Course Information section unless you need to mark a course not taught because it is incorrectly listed.

Teaching Section B: Activity Classifications (Optional)

Appearance

B Activity Classifications	
Alt Prefix 1 ?	<input type="text"/>
Alt Prefix 2 ?	<input type="text"/>
Describe any pedagogical innovations or new teaching materials you introduced into this course. ?	This semester I introduced new interactive modules for students to complete through Canvas. Instead of
Describe how the course went. ?	The course went well. The students were engaged and thanked me after the last class for the challenging
Describe what you will change if you teach this course again. ?	If I were to teach this course again, I would switch out the following readings:
Level ?	Select ▼
New course preparation? ?	Select ▼

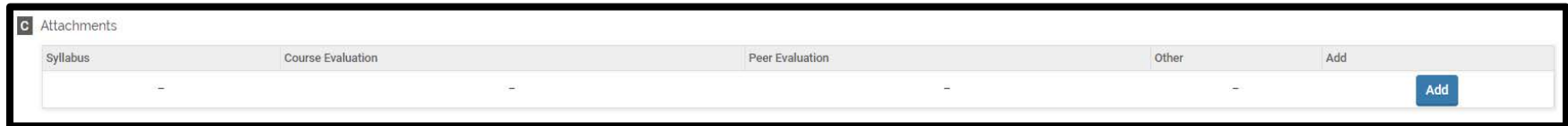
Editing

Optional: You may describe how the course went, any new changes to the course, and what you would change if taught the course again. You can classify the course as new (Yes/No) or identify the level of the course:

Level ?	Select ▼
New course preparation? ?	Select
	Core
	Graduate
	Undergraduate and Graduate
	Undergraduate Elective
	Undergraduate Major
Attachments	

Teaching Section C: Attachments (Optional)

Appearance

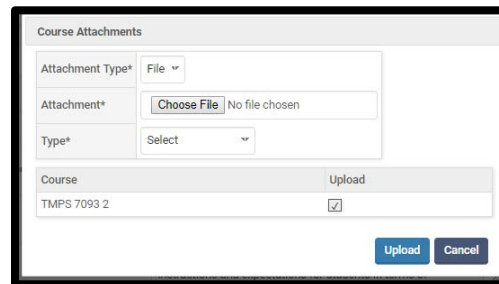


The screenshot shows a horizontal bar with a tab labeled 'Attachments' on the left. Below this bar are four tabs: 'Syllabus', 'Course Evaluation', 'Peer Evaluation', and 'Other'. Each tab has a corresponding input field. To the right of these fields is an 'Add' button.

Editing

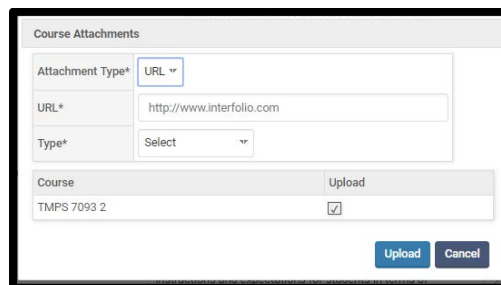
Optional: You can upload file attachments or link to websites relevant to the course, such as the course syllabus, course, or peer evaluations.

When adding an attachment, you must identify the type of attachment. The default Attachment Type (i.e., File) is selected for you.



The screenshot shows the 'Course Attachments' form. The 'Attachment Type*' dropdown is set to 'File'. The 'Attachment*' field has a 'Choose File' button and the text 'No file chosen'. The 'Type*' dropdown is set to 'Select'. The 'Course' field is set to 'TMPS 7093 2'. The 'Upload' checkbox is checked. The 'Upload' and 'Cancel' buttons are at the bottom right.

If you would like to link to a website, change the Attachment Type to URL and type or paste a website link in the URL field.



The screenshot shows the 'Course Attachments' form. The 'Attachment Type*' dropdown is set to 'URL'. The 'URL*' field contains the text 'http://www.interfolio.com'. The 'Type*' dropdown is set to 'Select'. The 'Course' field is set to 'TMPS 7093 2'. The 'Upload' checkbox is checked. The 'Upload' and 'Cancel' buttons are at the bottom right.