

Wyoming Department of Education Required Virtual Education Course Syllabus

[District] County School District # X

Program Name	ProgramProvider on WDE638 Collection	Content Area	ContentArea on WDE638 Collection
Course ID	LocalCourseID on WDE638 Collection	Grade Level	Grade level or grade level range
Course Name	LocalCourseName on WDE638 Collection	# of Credits	NumberOfCredits on WDE638 Collection
SCED Code	SCEDcode on WDE638 Collection	Curriculum Type	CurriculumType on WDE638 Collection

Type in district name and number

Refer to the WDE638 Collection instructions for additional information. The VE Course List and Syllabus responses here should be identical. Curriculum Type is either a vendor name or District Developed

COURSE DESCRIPTION

Please give a concise description of this course including the purpose and what students will demonstrate and/or gain from this course.

This description should also be included on the WDE638 Collection

WYOMING CONTENT AND PERFORMANCE STANDARDS

STANDARD#	"BENCHMARK (Standard/Indicator) Use the Standards and Benchmarks as Spreadsheets"
CV5.1.1	Students identify and describe various occupations.

Follow BENCHMARK link to WDE Content and Performance Standards web page to locate the "Standards and Benchmarks as Spreadsheets" (3rd drop down menu in center of page). Copy and paste all STANDARD#s and BENCHMARKS covered in the course. See yellow highlight for example.

SCOPE AND SEQUENCE

OUTLINE OF STUDY	STANDARD #	OUTCOMES OBJECTIVES/STUDENT CENTERED GOALS

Provide a course scope & sequence that outlines the main objectives and standard benchmarks presented throughout the coursework. The outline of study can be the course curriculum map, the essential questions/the big ideas, or the unit of study as long as the standards # and outcomes/objectives are aligned to the map or unit.

Save as a pdf	Use the following naming convention: Content Area (2 uppercase letter code) Local Course Name (same as VE Course List no spaces) School District (first 3 letters uppercase & number - no spaces) School Year (1 space followed by 18-19)	Syllabus pdf. file name examples: Albany County School District #1 LAReadingisFunALB1 18-19 Big Horn County School District #1 MAMath101BIG1 18-19
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The attached page is the checklist WDE content specialists use when reviewing virtual education syllabi.

Wyoming Department of Education

Virtual Education Course Syllabus Review Checklist

Top Section of the Syllabus

Yes	No	NA	
			Course Information Section
			Does the syllabus contain the Program Name?
			Does the syllabus contain the Course ID?
			Does the syllabus contain the Course Name?
			Does the syllabus contain the version 5 of the SCED code (secondary only)?
			Does the syllabus contain the appropriate SCED code given its description and submitted course content?
			Does the syllabus contain the Content Area?
			Does the syllabus contain the Grade Level?
			Does the syllabus contain the number of Credits (secondary only)?
			Does the syllabus contain the appropriate Curriculum Type (vendor name or District Developed)?
			Does the syllabus contain a Course Description that provides an in-depth overview of the course?
			Wyoming Content Performance Standards Section
			Does the syllabus contain the appropriate standard code and corresponding standard language?
			ELA and F&PA only: Does the syllabus contain all of the standards for clusters present in the Scope and Sequence?
			SC, MA, PE, FL, SS, VE, and OT: Does the syllabus only contain the specific standards listed in the Scope and Sequence?

Bottom Section of the Syllabus

Yes	No	NA	
			Under Unit Outline , does the syllabus contain a title/s and a robust description for each unit?
			ELA only: Under Unit Outline , does the syllabus contain titles of texts when applicable?
			Under Standard# , does the syllabus contain the relevant standard/s corresponding to the unit and objectives?
			Under Outcomes Objectives/Student Centered Goals , does the syllabus contain clear, measurable, and relevant objectives identifying what students “will be able to do” within the unit?
			Does the syllabus contain a clear and direct alignment between the all objectives in the Outcome Objectives/Student Centered Goals header and all the standards listed in the Standard# header?

Reminders

Yes	No	NA	
			Was the syllabus created on the syllabus template provided by WDE?
			Does the saved file name match the syllabus Course Name?
			Has the syllabus undergone a spell check to identify any unwarranted errors?
			Does the syllabus contain a consistent format (e.g., similar font type and size, similar bullet size, minimal white space)
			Suggestion: Is there a way to condense the information under the Unit Outline to avoid repetition of unit titles and decrease the length of the syllabus (e.g., Unit 1 The History of Musical Instruments (description) Lessons 1-8; Unit 2 Musical Instruments in the Modern Age (description) Lessons 9-12)