



Figure 1: Owens Logo.

**Course Syllabus
SEMESTER
School of Nursing and Health Professions
Department of Sonography**

<i>Course Name:</i>	Diagnostic Medical Sonography
<i>Course & Section Number:</i>	DMS 106-XXX, BXX
<i>Meeting Day(s) & Time(s):</i>	Lecture Lab
<i>Credits:</i>	3
<i>Contact Hours:</i>	5 (2 lecture, 3 lab)
<i>Instructor's Name:</i>	
<i>Office Hours & Location:</i>	
<i>OCC Phone:</i>	
<i>OCC Email:**</i>	
<i>Additional Contact Information:</i>	

**Please use only Owens email for course communications.

Catalog description:

Emphasizes sonographic protocols, normal anatomy and physiology of the breast, female pelvis, and first, second and third trimester obstetrics. Discusses vascular anatomy and applications of Doppler/color imaging along with hemodynamics as it pertains to each topic. Also discusses correlation of pertinent patient history/assessment, laboratory tests, and other imaging modalities. Includes interpersonal relationships of the imaging department and patient management skills. Achieves psychomotor objectives through laboratory practice sessions enhanced by instructor evaluations.

Prerequisite/Corequisites:

Prerequisite – DMS 101, DMS 102

Corequisite – DMS 104

Course Materials:

Hagen-Ansert, Sandra L. Textbook of Diagnostic Ultrasound. 8th Edition, 2017.

deJong, Robert. Sonography Scanning Principles and Protocols, 5th Edition, Elsevier, Inc., 2020. ISBN: 978-0323597388

*If a **print book, e-book, or access code** is required for class, you can access the Owens Community College e-Campus Bookstore by accessing the online link, called “Find Books” on the course schedule for each course section.*

What You Will Learn in the Course

Course Objectives:

This course will:

1. Introduces the normal anatomy and scanning protocols of several structures including, but not limited to, the breast, female pelvis and first, second and third trimester obstetrics.
2. Continues to evaluate the application of scanning protocols presented in DMS 102.
3. Discusses vascular anatomy and applications of Doppler/color imaging along with hemodynamics as it pertains to the breast, female pelvis and obstetrics.
4. Correlates pertinent patient history/assessment, laboratory tests, and other imaging modalities.
5. Provides scanning experiences in the laboratory setting.

Student Learning Outcomes:

Students will:

Outcome	Where Assessed
1. Describe, identify and evaluate the anatomy and physiology of the breast, female pelvis and first, second and third trimester obstetrics.	Lecture Tests/Quizzes, In-Class Activities, Group Presentations, Homework, Lab Tests, Practicals, Lab Assignments, Lab Check-Offs, Lab Instructor Evaluation
2. Discuss vascular anatomy and applications of Doppler/color imaging along with hemodynamics as	Lab Assignments, Homework, Group Presentation, In-class activities, Lab Instructor Evaluation

Outcome	Where Assessed
it pertains to each topic.	
3. Correlate pertinent patient history/assessment, laboratory tests, including other imaging modalities to incorporate into the sonographic procedure.	Lecture Tests/Quizzes, In-Class Activities, Group Presentations, Homework, Lab Tests, Practicals, Lab Assignments, Lab Check-Offs, Lab Instructor Evaluation
4. Perform real-time scanning techniques and imaging protocols in laboratory sessions.	Peer Reviewed Project, Practicals, Lab Assignments, Lab Check-offs, Lab Instructor Evaluation

Program Outcomes:

The following program outcomes are assessed in this course

Outcome	Where Assessed
1. Students will demonstrate critical thinking skills regarding sonographic procedures in order to provide optimal results.	Final Lab Exam
2. Students will perform and analyze sonographic procedures appropriately and accurately for interpretation.	Final Practical – Pass Rate
3. Students will utilize patient care and comfort skills to provide compassionate care.	Final Practical Rubric – Interaction with patient section.

Technology, Lab, and File Requirements:

Microsoft Office 365

<https://www.owens.edu/office365/>

Respondus

<https://download.respondus.com/lockdown/download.php?id=139313370>

Academic Support

Disability Services Resource Center: If you have a disability or acquire one, you may be entitled to receive reasonable accommodations intended to assure you an equal opportunity to participate in and benefit from the program. To receive more information or to register for accommodations, please contact the Disability Resource Center at 567-661-7007, email disability@owens.edu, visit <https://www.owens.edu/disability/>, or stop by College Hall 124.

Tutoring Services: Owens Community College offers academic tutoring and assistance in a variety of subjects including: accounting, computing, economics, mathematics, science, and writing. For more information go to: <https://www.owens.edu/successcenters/>.

Counseling Services: Counseling Services provides assistance to students experiencing personal, educational, interpersonal/relationship, family, social, or psychological difficulties. If you feel you may benefit from this service, please contact them at counselingservices@owens.edu. More information is at <https://www.owens.edu/counseling/>.

Campus and Community Connections: The Center for Campus and Community Connections (College Hall 123) is a walk-in office created to provide retention support through resource stability initiatives and community connections. Go here for more information: <https://www.owens.edu/connection/> or contact connections@owens.edu

Owens Library: The Owens Library offers two locations (Toledo and Findlay) as well as online resources. For more information visit <https://www.owens.edu/library/>.

Students can find more information on campus resources, student support, student life, and security at this [link](#).

General Information

Student Code of Conduct: All students are expected to follow Owens Community College's Student Code of Conduct, which includes academic honesty, encompassing plagiarism. See the Board Policy for more information.

Anti-Discrimination and Harassment & Title IX/Sexual Misconduct: All students, faculty, and staff are expected to follow Owens Community College's Anti-Discrimination and Harassment Policy and the College's Title IX Policy/Sexual Misconduct Procedures and Guidelines. The College strictly prohibits and will not tolerate harassment, discrimination, intimidation, or hostile/offensive working or learning environments.

Religious Accommodations: A student seeking an accommodation for an absence permitted under Ohio's Testing Your Faith Act must provide the instructor with a written email notice with the specific dates for an absence, and must do so not later than fourteen (14) days after the first day of instruction. Alternative accommodations are not retroactive, and no academic penalty will be imposed for an absence under the policy*. The request for an alternative accommodation will be kept confidential. Students with questions about a religious accommodation under Ohio's Testing your Faith Act may contact the College's Office of Academic Affairs: provost@owens.edu The policy may be found on the Owens website: [3358:11-2-63 Accommodation](#) for a Student Absence for the Observance of Religious Beliefs and Practices Policy

Document Collection: Throughout the semester, your instructors may ask for a variety of assignments including tests and/or quizzes for student learning of institutional general education competencies or program assessment. Please save all your class materials until the end of the semester.

Classroom Admittance: OCC classes shall only be attended by the officially registered OCC students or perspective students, instructor of record, guest lecturer, or substitute. Visitors are not permitted to be in the classroom and should not be invited to attend or participate in the class. See [FERPA](#) regulations for more information.

Use of AI Tools: This course permits you to use artificial intelligence (AI) tools, such as chatbots, text generators, paraphrasers, summarizers, or solvers, to get guidance on assignments, as long as you do so in an ethical and responsible manner. Essentially, you can think of these tools as ways to help you learn but not to entirely create work for assignments like discussion

board posts, essays, presentation slides, and so on. AI is more like your tutor or TA, not a replacement for your independent thinking.

This means that you must:

- Not use AI tools to replace your own thinking or analysis or to avoid engaging with the course content.
- Cite or explain any AI tools you use. Provide the name of the AI tool, the date of access, the URL of the interface, and the specific prompt or query you used to generate the output.
- Be transparent and honest about how you used the AI tool and how it contributed to your assignment. Explain what you learned from the AI tool, how you verified its accuracy and reliability, how you integrated its output with your own work, and how you acknowledged its limitations and biases.

You are accountable for any mistakes or errors made by the AI tool. Always check and edit the output before submitting your work. If you discover any inaccuracies or inconsistencies in the output after submission, notify the instructor immediately and correct them as soon as possible. Using AI tools in an unethical or irresponsible manner, such as copying or paraphrasing the output without citation or transparency, using the output as your own work without verification or integration, or using the output to misrepresent your knowledge or skills, is considered a form of academic dishonesty and will result in a zero grade for the assignment and possible disciplinary action. If you have any questions about what constitutes ethical and responsible use of AI tools, please consult with the instructor **before** submitting your work.

Student Responsibilities & Instructor Expectations

Student Responsibilities:

- You are expected to attend weekly classes and arrive on time. If you are going to be absent, please email your instructor before class begins. Afterward, review the assignment calendar to see what was missed and reach out if you have questions.
- You are expected to fully engage with the course material and consistently put forth your best effort in lecture and lab.
- If you are unable to complete an assignment on time, contact your instructor as soon as possible to discuss your options.
- Email is the preferred method of communication outside of office hours. Please include clear and specific details in your message so your instructors can respond efficiently.
- You are encouraged to ask questions or request clarification. Unless we hear otherwise, we will assume you understand the material. Each class builds on previous concepts, so staying current is important.
- Show respect for your instructors, classmates, and the learning environment.
- You are expected to follow all guidelines and procedures outlined in the Sonography Department Procedure Manual.
- For technical issues related to Blackboard, contact the Owens Help Desk.
- If you miss a class, need additional support, or want to prepare for an upcoming test, please feel welcome to make a 1:1 appointment with your instructor here. [1:1 Appt Bookings](#)

Instructor Expectations:

- The instructor will be respectful of your time and begin and end class on time. If any changes to class times occur, you will be notified by email.
- Your instructor's goal is to review and return assignments that require student corrections within three days of submission. Assignments that do not require corrections or resubmission may take longer to be fully graded. If it has been more than three days and you are waiting on feedback for an assignment you believe may need revision, please email your instructor.
- Your instructor checks their email several times a day, but also has responsibilities outside of teaching this course. They will do their best to respond to your email with 24 hours on weekdays and within 72 hours on the weekends.
- Office hours are available outside of class time to support you with any questions or concerns related to the course. Please don't hesitate to make use of this time.
- Your instructor welcomes and encourages questions.
- Teaching is a two-way process, and your instructor hopes to learn from your insights, questions, and feedback throughout the course.

How Grades are Determined and Major Assignments

Grading Procedure:

Grades will be calculated on the following scale.

93% and Above	A
85% to 92%	B
76% to 84%	C
60% to 75%	D
59% or Below	F

Students must earn a passing grade of 76% in both the lab and lecture portions the course. If the percentage earned is less than 76% for the course, the student will earn a grade of “**D or F**” for the course and will not be able to continue in the program.

Breakdown of combined Course Grade:

Lecture Portion	50%
Lab Portion	<u>50%</u>
Total:	100%

LECTURE PORTION

The final grade for the lecture portion of the course will be computed using the following weights.

Lecture Content Breakdown:

Comprehensive Final	20%
Lecture Tests	10%
In-Class Activities	5%
Quizzes	5%
Group Presentations	5%
Homework	5%
Total:	50%

****Please note that ½ point will be deducted from all homework, tests, and assignments for each spelling error. Using abbreviations will also result in a ½ point deduction. ****

Comprehensive Final

One (1) comprehensive final exam will be given worth 20% of the course grade. Any student who is tardy to the exam will receive a five (5) point deduction on the exam. The exam will still end at the scheduled time. Any student, who is unable to take the exam as scheduled, must notify the course instructor at least 30 minutes prior to the due date in order to receive full credit. If no notification is received prior to missing the test a ten (10) point deduction will be taken from the score of the make-up test. The makeup test will be taken within three (3) days of the original test date and must be taken in the testing center.

Tests

Two (2) tests will be given. Each will be worth 5% of the course grade. Any student who is tardy to the exam will receive a five (5) point deduction on the exam. The exam will still end at the scheduled time. Any student, who is unable to take the exam as scheduled, must notify the course instructor at least 30 minutes prior to the due date in order to receive full credit. If no notification is received prior to missing the test a five (5) point deduction will be taken from the score of the make-up test. The makeup test will be taken within three (3) days of the original test date and must be taken in the testing center.

In-Class Activities

Attending class and being an active learner will elevate student success in the course. Most weeks there will be an in-class activity to be completed and reviewed as a class. Students who are absent due to a legitimate, documented circumstance, as defined by [Owens Community College Board Policy No. 3358:11-2-64](#), may be eligible for a makeup assignment. To be eligible for a make-up assignment, the student must notify the course instructor at least 30 minutes prior to the start of class. Absences without appropriate documentation or without timely notification will not be eligible for a make-up assignment, and the student will forfeit the in-class participation points for that activity. There will be two pop quizzes in the course and these will not be eligible for a make-up assignment. Therefore, any student who is unable to attend class on

the day of a pop quiz will forfeit the points. In-class activities and pop quizzes are worth 5% of the total course grade.

Quizzes

Quizzes will be given online through Blackboard. Students must complete these prior to the due date. These will cover designated terminology words and previously covered material. A study list of all the words can be found on Blackboard. No late quizzes will be accepted without prior approval from the instructor. Quizzes are worth 5% of the course grade.

Group Presentation

Four groups of students will give a lecture on one of four assigned topics. Each group will work together to create a 20-30 minute presentation and in-class activity on these subjects. Each student in the group **MUST** present some of the information. See Blackboard for grading rubric and project details. Groups will be determined in class. All students in a group will receive the same grade for the Content, Organization, Visual Aid, Engagement & Creativity, and Time Management categories from the rubric. Students will be graded individually on the Delivery, Teamwork, and Professionalism categories. Any student who misses presentation day and has **NOT** notified the instructor at least 30 minutes prior to the start of the class time, will receive an automatic five-point deduction on the presentation. The student will be required to present their portion on the next class day. The group presentation is worth 5% of the course grade.

Homework

All assignments are due by the due date. Late assignments will be accepted at half credit up to 24 hours past the due date. Beyond 24 hours after the due date, late assignments will not be accepted without prior approval from the instructor. Homework will be worth 5% of the total course grade and will consist of webinars, worksheets and discussion posts.

LABRATORY PORTION

The final grade for the lab portion of the course will be computed using the following weights.

Laboratory Content Breakdown:

2 Lab Tests	15%
Comprehensive Final Lab Test	20%
Peer Reviewed Project	4%
Practicals	0%
Lab Instructor Evaluation	3%
Lab Assignments	4%
<u>Lab Check-Offs</u>	<u>4%</u>
Total:	50%

****Please note that ½ point will be deducted from all homework, tests, and assignments for each spelling error. Using abbreviations will also result in a ½ point deduction. ****

Lab Tests

Two Lab tests will be given covering course content and image identification. Combined, these tests will be worth 15% of the total course grade. Lab tests must be passed with a 76% or higher or the student will be given a repeat lab test with reduced total points possible. Please refer to Procedure 4.002 in the Department of Sonography Procedure Manual regarding the lab testing sequence. Any student who is unable to attend to take the exam must notify the course instructor at least 30 minutes prior to the due date in order to receive full credit. If no notification is received prior to missing the test a five (5) point deduction will be taken from the score of the make-up test. The makeup test will be taken within five (5) days of the original test date.

Comprehensive Final Lab Test

A comprehensive final Lab test will be given covering all topics and images presented throughout DMS 102 and DMS 106. Any student who is tardy to the exam will receive a five (5) point deduction on the exam. The exam will still end at the scheduled time. Any student who is unable to attend to take the exam must notify the course instructor at least 30 minutes prior to the class period in order to receive full credit. If no notification is received prior to missing the test a ten (10) point deduction will be taken from the score of the make-up test. The makeup test must be taken in the testing center within three (3) days of the original test date. The comprehensive Image ID is worth 20% of the total course grade.

Peer Reviewed Project.

Students will complete a scanning project that consists of various protocols. Students will then do a peer review of another student's submission. Please see Blackboard for project guidelines, requirements, and grading. This project will be worth 4% of the total course grade. Late projects will not be accepted without prior approval from the instructor.

Practicals

1st attempt practicals will be given during the student's regularly scheduled instructional lab. **The student will need to arrive 15 minutes prior to your scheduled time ready to take the practical.** A patient will be provided.

All practicals are comprehensive and may include information from previous protocols. The student will be given five minutes to set up the room and prepare for the practical. The scan time will begin when the transducer is placed on the patient. If the student would like a five-minute warning, please make the evaluator aware. If the student has finished before time has expired, please consider repeating and improving on images to receive a higher grade.

The first attempt at a scanning practical must be passed with an 85%. A total of two (2) repeat practicals will be given and must be passed with a 90%. An unsuccessful 3rd practical attempt will result in the student not being allowed to proceed in the program. The student must pass all practicals by the deadline of **DATE at TIME**. If the deadline is not met, the student will not pass the course.

Refer to Procedure 4.003 of the Sonography Procedure Manual for more information regarding practicals.

The final practical will consist of a full protocol for a commonly performed exam and the student will be given 30 minutes.

Lab Instructor Evaluation

The lab instructor will complete a final evaluation on Trajecsys assessing the student's knowledge-based skills (20%), scanning proficiency (50%), and professional conduct (30%) demonstrated throughout the course. The score on the evaluation will be worth a maximum of 100 points. This evaluation will be worth 3% of the grade.

Lab Assignments

Lab assignments will be worth 4% of the total course grade and can be found in the lab assignment folder on Blackboard. Images must be submitted through StudyCast by assigning the reading group to the instructor and updating the status to "Preliminary" for grading. In addition, students must mark the assignment as "Ready to Grade" in Blackboard. Both steps are required for the assignment to be graded. If either step is completed after the deadline, the assignment will be considered late.

Students must spend at least one week on an assignment prior to submission to the lab instructor. Therefore, one week must lapse from the introduction of a protocol in laboratory class until the assignment submission can occur. Students should use the Self-Review Sheet found on Blackboard for guidance on choosing their best images prior to submission.

A submission without the following items counts as a first submission and will be returned to the student without grading:

- All required images
- Images in protocol sequence
- Correct and complete labeling
- A complete patient history
- Completed worksheet
 - Indications
 - Chart with measurements/velocities
 - Findings
 - Conclusion

Once lab assignment corrections are given to a student, they will need to return to the lab to practice the skill or technique. Images that are dated prior to the instructor corrections will not be accepted for the assignment.

Lab assignments should be submitted prior to the due date, giving the instructor ample time to grade and possibly return for corrections. It should be expected that a student may need to complete corrections, therefore, it is highly recommended that you do not wait until the last minute to submit these assignments.

Students will not be permitted to take their practical until the assignment is complete and of practical image quality.

Each lab assignment will be worth 5 points (see break down below).

Completion of Assignment	3 points
Completion of Assignment by the Due Date	1 point
Completion of Assignment by 2 nd submission	1 point
Total Points Possible	5 points

Lab Check-Offs

Lab check-offs can be completed with any credentialed supervising sonographer during supervised lab, open lab (ensure instructor availability to review), or instructional lab review weeks. These are not required to be completed in order to sit for practicals or to pass the course, however any check-off that is not completed by the due date will earn a 0 in the gradebook. Please refer to the “Lab Check-off Guidelines” on Blackboard.

The following check-offs can be earned in this course:

- Right Upper Quadrant
- Pelvis – Transabdominal
- Aorta
- Renal/Bladder

Lab check-offs are worth 4% of the overall course grade. **Deadline for completion is DATE.**

Lecture Assignment Calendar

Week	Topic	Reading Assignment (prior to class)	Assignment Due Dates (due by midnight)	SLO
One	Syllabus & Course Overview Normal Anatomy & Physiology of Female Pelvis Sonographic & Doppler Evaluation of Female Pelvis	Review Syllabus SHA Ch. 41 SHA Ch. 42	GYN Worksheet (DATE) In-Class Activity (DATE) Quiz 1 (DATE)	1 - 3
Two	TBD			
Three	Female Pelvis Review		SDMS Clinical Review: Gynecology (Uterus) – Discussion Post (DATE) In-Class Activity (DATE)	1 - 3
Four	Test 1			1 & 3
Five	First Trimester OB Role of Sonography in OB	SHA Ch. 49 SHA Ch. 47	1st Trimester Worksheet- Part 1 (2/8) In-Class Activity (DATE) Quiz 2 (DATE)	1 - 3
Six	First Trimester OB Role of Sonography in OB	SHA Ch. 49 SHA Ch. 47	1st Trimester Worksheet- Part 2 (DATE) In-Class Activity (DATE) Quiz 3 (DATE)	1 - 3
Seven	Sonography of the 2 nd and 3 rd Trimesters Role of Sonography in OB OB Measurements and Gestational Age Fetal Situs	SHA Ch. 51 SHA Ch. 47 SHA Ch. 52	2nd/3rd Trimester Worksheet- Part 1 (DATE) In-Class Activity (DATE) Quiz 4 (DATE)	1 - 3
Eight	Sonography of the 2 nd and 3 rd Trimesters Role of Sonography in OB OB Measurements and Gestational Age Fetal Situs	SHA Ch. 51 SHA Ch. 47 SHA Ch. 52	2nd/3rd Trimester Worksheet- Part 2 (DATE) In-Class Activity (DATE) Quiz 5 (DATE)	1 - 3

Nine	Fetal Situs Review OB Review		Demystifying the 2nd Trimester OB Ultrasound SDMS Webinar Quiz (DATE) In-Class Activity (DATE)	1 - 3
Ten	Test 2			1 & 3
Eleven	Abdominal Doppler - Aorta/IVC/Mesenteric - Liver Doppler - Renal Doppler	SHA Ch. 8	Abdominal Doppler Worksheet (DATE) In-Class Activity (DATE) Quiz 6 (DATE)	1 - 3
Twelve	Amniotic Fluid and Fetal Membranes Placenta Umbilical Cord	SHA Ch. 58 SHA Ch. 56 SHA Ch. 57	AFI, Placenta, Cord Worksheet (DATE) In-Class Activity (DATE) Quiz 7 (DATE)	1 - 3
Thirteen	STUDENT PRESENTATIONS Group 1: Tests of Fetal Well-Being Group 2: Multiple Gestation Pregnancy Group 3: Prenatal Diagnosis of Congenital Anomalies Group 4: Factors in High-Risk Pregnancy	 Pages 1271-1275 Pages 1290-1296 Chapter 55 Pages 1280 - 1290	Presentation Materials (DATE) In-Class Activity (DATE)	1 - 3
Fourteen	Comprehensive Review		Peer Evaluation (DATE) In-Class Activity (DATE)	1 - 3
Fifteen	Comprehensive Final Exam			1 & 3
Sixteen	No Class due to Clinical Orientation and Shadowing			

Lab Assignment Calendar

WEEK	Topic	Assignments *complete <i>Prior</i> to class*	Lab Assignments (Due by midnight the day of lab class)	SLO
One	Syllabus Review Female Pelvis Transabdominal Approach	Read (de Jong) Ch. 11 & 12 Transabdominal Lab Lecture PPT Female Pelvis Practice Film ID		
Two	Female Pelvis Transvaginal Approach	Transvaginal Lab Lecture PPT		
Three	Breast	Read (de Jong) Ch. 17 Breast Lab Lecture PPT & Practice Image ID	Transabdominal Protocol	1-4
Four	Scanning Review		Transvaginal Protocol Breast Protocol Written Lab Test & Image ID	1-4
Five	Practical #1 Transabdominal, Transvaginal, Breast			1, 3, 4
Six	First Trimester OB	Read (de Jong) Ch. 13 1st Trimester Lab Lecture PPT & Practice Image ID		
Seven	Second/Third Trimester OB	Read (de Jong) Ch. 13 2 nd /3 rd Trimester Lab Lecture PPT & Practice Image ID		
Eight	Carotid Lower Extremity Venous	Read (de Jong) Ch. 21 Vascular Lab Lecture PPTs & Practice Image ID	First Trimester Protocol	1-4
Nine	Scanning Review		2 nd /3 rd Trimester Protocol Written Lab Test & Image ID	1-4
Ten	Practical #2 First/Second/Third Trimester OB			1, 3, 4
Eleven	Abdominal Doppler Guidance Procedure/Pleural Space/GI Technique	Read (de Jong) Ch. 19 Abdominal Doppler Lab Lecture PPTs & Practice Image ID	Carotid Protocol LEV Protocol	1-4
Twelve	Scanning Review			

Thirteen	Stretcher & Machine Transport Discuss Pocket Notebook Scanning Review		Abdominal Doppler Protocol Part I of Project	1-4
Fourteen	**Lab Checkoffs Deadline DATE** Comprehensive Final Practical Full Protocol			1, 3, 4
Fifteen	Comprehensive Final Written Exam – on campus Comprehensive Final Image ID – on campus *ALL STUDENTS on DATE at TIME*		Part II of Project- Peer Review (DATE at TIME)	1-4
Sixteen	No Class due to Clinical Orientation and Shadowing			

Refer to Blackboard for exact due dates

All students will be required to attend the following.

MANDATORY CLINICAL SHADOWING – DATE

MANDATORY CLINICAL ORIENTATION – DATE at TIME

Disclaimer: The instructor reserves the right to amend this syllabus as deemed necessary and will communicate such amendment to the students in the course. Please note that while unlikely, there is a possibility courses might need to change the delivery method due to external issues like public health concerns, weather issues, etc. If this happens, the college will communicate any changes via email and/or other communication methods.