

Course descriptions for light users



Course descriptions for light users can be accessed via <https://odin.sdu.dk/fagbesklight>



You log in with your usual SDU username and password.

You can now see the list of course descriptions you can edit.

If the list is empty, please contact your degree programme secretary. You only have permission to edit a course description if you are the course responsible or a lecturer. In addition, the gatekeeper (typically the degree programme secretary) must have granted access to the course description for the light user.

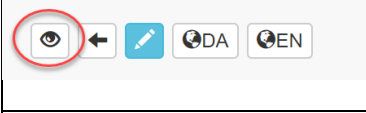
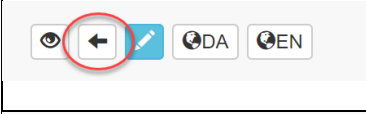

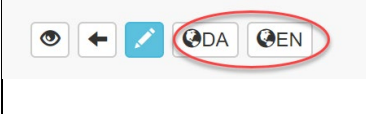
Oversigt over fag-/kursusbeskrivelser du har adgang til at redigere i

Fagtitel	Fagnummer	ECTS-point	Studienævn	Udbudssteder	
Litterær analyse og lange episke tekster	H430000101	5	Studienævn for litteraturvidenskab og kulturstudier	Odense	 

You now have two options:  or 

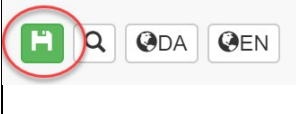
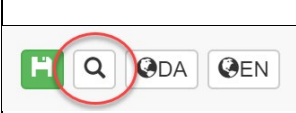


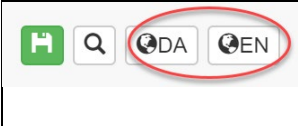
1) Click the magnifying glass to see the course description in Preview. When you are in Preview, you will see the following options in the bottom right-hand corner:

	'EYE' Click on the eye to see changes between the previous course description and the current draft.
	'ARROW' Click on the arrow to view the previous version of the course description.
	'PENCIL' Click on the pencil to edit the course description.
	'WEB' Click on WEB DA/WEB EN to see the course description as it appears on the web in either the Danish or English language version. The English language version is only shown if the degree programme secretary has authorised an English version. If the English language version is not available, the Danish language version is displayed when you click WEB EN.



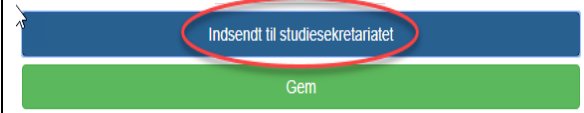


2) Click on the pencil to edit the course description. When you are in Edit view, you will see the following options in the bottom bar:


	'SAVE' Click on save to save the course description before exiting ODIN-Light. The system autosaves at regular intervals, but it is a good idea to save before you log out. You can return to the course description at any time to continue editing.
	'PREVIEW' Click on preview to see the course description in full

	<p>'WEB' Click on WEB DA/WEB EN to see the course description as it appears on the web in the Danish or English language version. The English language version is only shown if the degree programme secretary has authorised an English version. If the English language version is not available, the Danish language version is displayed when you click WEB EN.</p>
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When you scroll to the bottom of the course description, you will see the following options:

	<p>Click GEM (SAVE) to save the course description. You can return to the course description at any time to continue editing.</p>
	<p>Click "Marker som færdig" (Mark as complete) when you are completely finished with the course description. The degree programme secretary can in their overview see when you mark the course description as completed.</p>
<p>Remember to meet the deadline for submitting the course description, which you have received from the degree programme secretary.</p>	
	<p>If you discover an error or you are missing information, you can withdraw the course description from the degree programme secretary by clicking "Indsendt til studiesekretariatet" (Submitted to the degree programme secretarial office).</p>
<p>Remember to meet the deadline for submitting the course description, which you have received from the degree programme secretary.</p>	

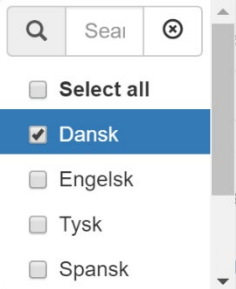
How to edit the course description

Click  to open the course description for editing.

Field	Description	What can you do in the field.
1.1 COMMUNICATION WITH THE GATEKEEPER	The field is used for communication between the responsible gatekeeper of the course description and the (course responsible) lecturer, who has access to fill in the course description in <i>course description light</i> .	In this field, you can enter points of attention for the gatekeeper. For example, if the course title is incorrect or if you are unsure about the exam format.
2. COURSE NUMBER	You can see the course's UVA (teaching activity number).	You cannot edit the field.
3. ECTS	You can see the ECTS weighting of the course.	You cannot edit the field.
4. SUBJECT TITLE DANISH/ENGLISH	You can see the course title in both Danish and English.	You cannot edit the field. If you have corrections to the title, enter the correct title in Field 1: Communication with the gatekeeper.
5. NUMBER OF TEACHING HOURS	You can see how many teaching hours are scheduled for the course.	You cannot edit the field. If you believe the information is incorrect, please enter the information in Field 1: Communication with the gatekeeper.
6. MANDATORY PREREQUISITES	This field is only to be filled in if the study board has defined prerequisites for following the course.	If the course description is available in Danish and English (both language versions are permitted), these must be filled in.

		Example: In order to enrol in the Skills Training course, the student must have passed Medical Audiology, Treatment Communication and Hearing Aid Treatment (see Section 11 of the programme regulations).
7. RECOMMENDED PREREQUISITES	<p>Compulsory subjects: This field should be filled in if students need to have specific academic prerequisites in order to follow the course, so that it is clear to students from 'unfamiliar' areas what knowledge they are expected to have.</p> <p>Electives: For electives, it MUST be decided and stated in the course description what prerequisites students should have to be able to follow the course, so that it is clear to students from 'unfamiliar' areas what knowledge they are expected to have.</p>	If both language versions are allowed, these must be filled in.
8. OVERALL LEARNING OBJECTIVES	This includes a description of the cohesion between goals, teaching methods and forms of examination. A standard text has been inserted in the course description, which must be customised to the course.	If both language versions are allowed, these must be filled in.
9.1 LEARNING OBJECTIVES – KNOWLEDGE	Learning objectives must be formulated for knowledge (not included in the general competence objectives for the programme). The description of the learning objective must be formulated with a focus on the student's learning. A standard text has been inserted in the course description, which must be customised to the course.	If both language versions are allowed, these must be filled in.
10.1 LEARNING OBJECTIVES – COMPETENCES	Learning objectives must be formulated for competences (not included in the general competence objectives for the programme). The description of the learning objective must be formulated with a focus on the student's learning. A standard text has been inserted in the course description, which must be customised to the course.	If both language versions are allowed, these must be filled in.
11.1 LEARNING OBJECTIVES – SKILLS	Learning objectives must be formulated for skills (not included in the general competence objectives for the programme). The description of the learning objective must be formulated with a focus on the student's learning. A standard text has been inserted in the course description, which must be customised to the course.	If both language versions are allowed, these must be filled in.
12. CONTENT	This is where the academic content of the course is to be formulated.	If both language versions are allowed, these must be filled in.
13. TEACHING AND WORKING METHODS	Here, you can describe the teaching and working methods for the course. There is a standard text in the course description that can be supplemented.	<p>If both language versions are allowed, these must be filled in.</p> <p>You need to decide the study spaces in which the student is to be activated. The unused study spaces should be deleted.</p> <p>Example: ENGLISH language version</p>

		<p>The teaching is organised in such a way that it supports the humanities model for active learning and activating teaching (see the section 'Didactic, pedagogical basis and contact with the research environment' in the programme regulations). At the commencement of the teaching, the lecturer informs the students about how the teaching and learning activities are organised.</p> <p>The teaching in the subject activates the student in the following teaching spaces/study spaces:</p> <ul style="list-style-type: none"> • <i>Teaching space where the lecturer has the responsibility for planning and is present</i> • <i>Study space where the lecturer has the responsibility for planning but is not present</i> • <i>Teaching space where the lecturer is present but the students have the responsibility for planning specific sub-activities</i> • <i>Study space where students have the responsibility for planning and the lecturer is not present</i> <p>DANISH language version Undervisningen tilrettelægges på en sådan måde, at den understøtter humanioramodellen for aktiv læring og aktiverende undervisning, jf. studieordningens punkt <i>Didaktisk, pædagogisk grundlag og kontakt til forskningsmiljø</i>. Ved undervisningens start oplyser underviseren de studerende om, hvorledes studieaktiviteterne organiseres.</p> <p>Undervisningen i faget aktiverer den studerende i følgende undervisningsrum/studierum:</p> <ul style="list-style-type: none"> • <i>Undervisningsrum, hvor underviser har planlægningsansvar og er til stede</i> • <i>Studierum, hvor underviser har planlægningsansvar, men ikke er til stede</i> • <i>Undervisningsrum, hvor underviser er til stede, men studerende har planlægningsansvar for konkrete delaktiviteter</i> • <i>Studierum, hvor studerende har planlægningsansvar, og underviser ikke er til stede</i>
14.1 PARTICIPANT LIMIT	To be completed for electives only.	If you wish to limit the number of participants in the course, enter the maximum number of participants here. Example: 50

<p>15.1 LANGUAGE OF INSTRUCTION</p>	<p>Here, you can specify whether the language of instruction will be a language other than Danish.</p>	<p>Select the language by ticking the desired language(s).</p> <p>Example:</p> 
<p>16. EXAMINATION SYLLABUS</p>	<p>Enter the number of pages here. If a syllabus is not relevant, this point is to be omitted.</p>	<p>If both language versions are allowed, these must be filled in.</p>
<p>17. DESCRIPTION OF EXAMINATION</p>	<p>In this field, enter the following information</p> <ul style="list-style-type: none"> • Form of examination Oral/written • Grading 7-point grading scale, Pass/Fail • Assessment External, internal with one assessor, internal with two assessors (for oral exams only) • Identification Exam number, username and SDU email • Language Specify the language in which the exam is to be held. • ECTS credits Enter the ECTS weighting of the exam. If the course is to be divided into several exams, this must be stated (e.g. the course is weighted at 10 ECTS, the exam is divided into two exams of 5 ECTS each: provisions for each of the exams must be specified) <p>Assessment criteria: <i>[Mandatory for ALL course descriptions]</i> Taking into account the examination type and the specific study stage, emphasis is placed on the extent to which the student's performance fulfils the learning objectives, and the extent to which the student masters the general competence goals listed in the programme regulations section 'Purpose of the programme, including any academic profile and specialisations', especially nos. [], which the subject particularly supports.</p> <p>See the provisions of the programme regulations in Section 1.2 https://mitsdu.dk/en/service/hum/studieordning for more information about the general competence objectives.</p>	<p>Describe the exam in as much detail as possible so that the gatekeeper can enter your information as accurately as possible.</p>



	<p>Multiple students can contribute to the assignment: <i>[Mandatory for written assignments:]</i> [No]</p> <p>OR</p> <p>[Yes, max [X] students. It must be clear from the text who is responsible for which parts of the assignment. Individual grades are given. The scope of the assignment is stated in the 'Scope' section.]</p> <p><i>[If specific provisions for re-test/re-examination are NOT to be provided, the following text must appear. If there ARE specific provisions for re-test/re-examination, delete the text and provide the specific provisions:]</i></p> <p>The re-test/re-examination is conducted in accordance with the regulations applicable to the ordinary examination.</p>	
18. RESPONSIBLE STUDY BOARD	Here, you can see which study board has responsibility.	You cannot edit the field. If you have any corrections to the field, please enter the correct information in Field 1: Communication with the gatekeeper.