

Schedule Type Classifications

The delivery of instruction often requires educational material to be organized and presented to students in a variety of ways. In order to facilitate the planning for and scheduling of classes to accommodate these multiple types of instruction, it is necessary to divide courses into organizational parts which reflect the unique combinations of instructors, meeting places, and time patterns used to conduct the instruction.

A system for classifying these organizational parts has been developed as an aid in planning instructional offerings and for subsequent analysis of instructional data for internal management and reporting to external agencies. The schedule types listed below are intended to reflect the nature of activities required of students, the relationship between students and their instructors, and the settings required to deliver the content of an instructional offering.

Many definitions refer to the relationship between the expected learning outcome for a particular organizational part, and the number of class hours or credit hours associated with it, and this will define the appropriate schedule type to be used. The specific measures in each definition are intended as a guide, and reflect typical situations for the type of instruction described. The relation between class hours and credit hours for a particular organizational part may vary from these guidelines, but should only do so if this results in awarding credit that is more appropriate to the educational experience provided.

Purdue University Fort Wayne follows the Purdue University systemwide credit hours guidelines found [here](#).

Students can review their class schedules to identify the method of delivery in which classes are scheduled. Instructional modalities include in-person, hybrid, and online. For more information and definitions on instructional modalities please go to [PFW Instructional Modalities](#).

ORGANIZED CLASS INSTRUCTION

This major category of schedule types includes all instructional situations where the same group of students is scheduled to collaborate together with one or more instructors on a regular basis, whether on or off campus. Classes with a specified number of hours “to be arranged” are included.

Non-Laboratory Class Instruction

These instructional settings are defined when the subject matter is primarily delivered by the instructor or a fellow student’s verbal or visual presentation rather than through the student’s own active practice or experimentation. Instruction is usually conducted in general-purpose classroom facilities, including lecture halls and seminar rooms. Non-laboratory class instruction includes video presentations where an instructor is also present. Examples: lecture, recitation, quiz, discussion, presentations, case studies, team-based learning and seminar activities. Please refer to [Semester Credit Hours Guidelines](#) that relates the outcomes expected, the mode of instruction, the amount of time spent in class and the amount of outside preparation or work expected for the class to the number of credits awarded.

LEC - Lecture - Refers to the first or primary organization of non-lab class instruction, e.g., a lecture where instructor based material is presented, or a seminar where material is analyzed and

discussed by both students and instructor. Also includes case studies and team-based learning situations.

Laboratory Class Instruction

Instructional activities in settings providing specialized facilities or equipment for students to master the subject matter either by performing experiments or practicing the skills being learned. The instructor generally supervises, assists, answers questions, etc., rather than making presentations. Examples: science laboratories, computer laboratories, private lessons, auto-tutorial, or self-paced classes, studios, and clinics. Please refer to **Semester Credit Hours Guidelines** that relates the outcomes expected, the mode of instruction, the amount of time spent in class and the amount of outside preparation or work expected for the class to the number of credits awarded.

LAB - Laboratory - Refers to the first organization of laboratory class instruction unless one of the other classifications below is more appropriate. Includes both group instruction and individualized instruction such as music and flight training lessons, supervised computing exercises, and hands-on activities. Labeling as Lab 1, Lab 2, etc., can be used for additional organizational parts, if any.

SD - Studio - Refers to situations where the student is engaged in the practice and use of techniques for productions in the areas of theater, dance, music, and other art forms in the presence of an audience. This instruction is used to further advance student's skills in their field of performance. The instructor role varies from direct assistance to simple availability for questions and supervision. Student activities cover a broad spectrum: dance rehearsals, theater productions, vocal performances, recordings, etc.

INDEPENDENT STUDY

This major category includes those instructional situations where students work largely on their own initiative, and contact with an instructor is usually quite infrequent and irregular compared with that in the Organized Class Instruction category above. Instruction may be individualized or in small groups as determined by the instructor. Normally, no pre-defined meeting times are associated with these situations, therefore, no weekly student class hours are generated by these schedule types. In addition, these activities are typically performed outside the usual classroom and class laboratory setting. Refer to **Semester Credit Hours Guidelines** that relates the outcomes expected, the mode of instruction, the amount of time spent in class and the amount of outside preparation or work expected for the class to the number of credits awarded.

EXP - Experiential - Refers to those situations where the student applies previously acquired knowledge and skills in a supervised situation which approximates the conditions under which those knowledge/skills will ultimately be used, usually off campus. Example: practice teaching.

DIS - Distance Education - Refers to a learning process where a student is physically removed from the instructor and instructional setting associated with the campus, but has the opportunity to interact with the instructor or other students in instructional activities. This interaction can take on a variety of forms. Examples: instruction delivered via computer or other electronic media, correspondence, or other appropriate mechanism. Some interaction can be synchronous with scheduled online video conferencing.

IS - Independent Study - This category includes those instructional situations where students work largely on their own initiative, and contact with an instructor is usually quite infrequent and irregular compared with that in the Organized Class Instruction category above. Instruction may be individualized or in small groups as determined by the instructor. Normally, no pre-defined meeting times are associated with these situations, therefore, no weekly student class hours are generated by these schedule types. In addition, these activities are typically performed outside the usual classroom and class laboratory setting.

AM – Applied Music – Refers to a system in which students develop musical instrument or vocal abilities. Vocal or instrumental musical students must successfully complete an audition wherein appropriate faculty committees evaluate a student’s musical knowledge, skill, and potential.

NON-DIRECTED STUDY

IN – Internship/Practicum – This category includes real-world work experience, an opportunity for students to build professional networks, strengthen resumes, and open avenues into careers after graduation. Internships and practicums are effective ways to explore a field before committing to it as a career or degree.

IP – Industrial practice co-op- This category also includes real-world work experience as students work full-time one semester. They continue their education full time the next semester. A co-op is a nationally recognized academic training program that allows students to work with employers to obtain experience within an industry.