ETH

Eidgenössische Technische Hochschule Zürich
Swiss Federal Institute of Technology Zurich

Effective from:	09 Juli 2008
Version:	14 August 2017
Enquiries to:	Room and Course Scheduling

GUIDELINES

CATALOGUE DATA

The catalogue data gives a detailed description of a course unit and is published in the course catalogue. This data provides important information for the students and should therefore be checked and completed by the start of the semester at the latest.
The course title and the abstract are published in the diploma supplement and in the academic record in the original language and in English.
The main lecturers responsible for a course unit must ensure that the catalogue data is complete and up-to-date.

Details and Content of the Catalogue Data

Title*: The title of the course unit must appear in the language of instruction. An English title must be entered in the field marked «English title» only if the language of instruction is not English. All titles must be entered according to the rules for capitalization of English titles (e.g. «Theory of Designed Landscapes and Gardens»).

Abstract*: The abstract is printed in the diploma supplement. It is a short description of the course content and the objective.

Objective*: The learning objectives describe in detail the competences to be acquired by the students during the course unit. Information on formulating learning objectives can be accessed at: Formulating competence-oriented learning objectives.

Content: What are the content and topics of the course unit?

Lecture notes: Details on course handouts can be entered in the field «Lecture notes».

Literature: Literature references that are useful for course preparation or as complementary reading can be entered in the field «Literature».

Prerequisites/Notice: This field can be used to enter details on deadlines, course requirements, number of participants, etc.

All details pertaining to the catalogue data must be entered in the language of instruction and in English. If the language of instruction is English, the English terminology is already available in the field «Original language» and should thus not be re-entered in the English fields provided.

Modify Authorisation

Catalogue data can only be entered or changed by the main lecturers responsible for the course unit, their substitutes in eDoz and by the persons in the departments who are responsible for catalogue data. Lecturers who do not fulfil this role should report any desired changes to the person authorised to enter such changes.

These rules come into effect in spring semester 2009.

*   This information is essential and must be entered.