

Virginia Wesleyan University
Types Of Undergraduate and Graduate Student Work & Average Time Taken

The New Course Proposal and Course Modification Proposal forms ask applicants to account for the hours of work that the average student will do if the seat time (in "hours") does not match the number of credit hours.

In other words, if the course is a 4-credit course and meets for 4 hours a week (whether 4 x 50 min. or 2 x 100 min. or other configuration), an accounting of hours is not required. If a course is 4 credits and meets only three hours a week, an accounting of hours is required.

How many hours must you account for? VWU uses a standard measurement of 45 hours of work for each credit hour. A 4-credit course, thus, requires 180 hours of student work, while a 3-credit course requires 135 hours, etc.

Some notes about some specific types of student work:

1. Hours Of Direct Instruction

This includes classroom instruction (whether face-to-face or distance), lab, studio, required conferences with the instructor.

E.g. Thrice-weekly class – 3 x 50 mins (50 mins = 1 "hour") per week = 45 hours/term

E.g. 30 min. student-teacher conference, 4 times per term – 4 x 30 mins = 2 hours/term

2. Reading

Reading – Academic, technical, scholarly – 15 mins/page)

3. Students Producing Work – Research & Production (Audio, Creative, Video, Written) +?Information Literacy?

Art / Design / Photography Portfolio (30+ hours)

Creative Writing (60 mins/page)

Discussion Board Participation – Reading & Response (25 mins per post)

Research – Finding On-Line Sources (30 mins/source)

Research – Finding Paper Sources (60 mins/source)

Reflection Paper (30 mins/page)
Research Paper (90 mins/page)

4. Quizzes, Exams, Presentations & Prep

Presentation Prep (20 mins/slide)
Presentation/Speech Rehearsal (9 mins/minute)

The following table may be helpful for calculating hours of work:

Course Item	Anticipated Time (total hours)
In-Class/ Lab/Conference Time (Note: <i>in-class/lab time should typically be zero for online courses.</i>)	
Textbook or Supplemental Reading	
Taking Quizzes/Exams (Note: <i>quizzes and exams should be counted only if they are completed outside of regularly scheduled class or exam times. Quizzes and exams that are completed during regularly scheduled class or exam times are already accounted for as part of the in-class time above.</i>)	
Studying for Quizzes/Exams/etc.	
Outside Lectures/Cultural Events	
Blackboard Discussion Board Posting	
Writing and Researching for Papers or Essays	
Field Trips	
Watching Videos (include note taking)	

Class Presentations	
Service Learning or Civic Engagement	
Group or Independent Projects	
Video Production	
Other Technology Aided Learning	
Other (specify)	
Grand Total (estimated hours)	

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