

**Form DE – 2**  
**Cape Cod Community College**  
**Distance Education Course**  
**Interaction Plan**

**This form is to be completed by the faculty of record. Students enrolled in this distance education course shall receive a copy of this completed form.**

Course Title:

Faculty:

Telephone Number:

Office Hours:

Mailing and/or Email Address:

2240 Iyanough Road, West Barnstable, MA 02668

Asynchronous Course

Synchronous Course

**Asynchronous:** This form of distance education is characterized by an emphasis on “learning on demand” or “as needed communication” between students and faculty from multiple locations at times convenient to participants.

**Synchronous:** This form of distance education entails the use of live, two-way communication among and/or between students and faculty in a scheduled or “fixed” point(s) of time(s), much like classroom-based instruction.

**This course may include, but not be restricted to, the following interactions:**

**YES**

**NO**

1. In Person Meetings
2. Telephone Interactions
3. Electronic Interactions (e-mail, LMS, ...)

If yes, dated, time, places are to be specified.

**Students are required to engage in the following interaction(s) for successful completion of this course.**