

QUICK CHECK GUIDE

Course Design Essentials

COURSE OVERVIEW

- Is there an introduction to the course? Does it include what is needed for success?
- Is the syllabus posted in an accessible format?
- Are links provided to institutional support services and policies?

LEARNING OBJECTIVES

- Are the learning objectives stated clearly?
- Are the benefits of the objectives shared with students?
- Do students understand how the coursework relates to the objectives?

EXPECTATIONS

- How can students communicate and interact?
- What can students expect regarding grading and feedback?
- How can students model the use of current citations and copyright laws?

STUDENT EXPERIENCE

- Are the Modules logically named and sequenced?
- Are checklists and calendars provided as aids?
- Do students have opportunities to seek out remediation or challenges?

COMMUNITY

- Is there a student initiated discussion area?
- Do the students have the opportunity to introduce themselves?
- Are there opportunities to give and receive peer review and feedback?

ASSESSMENTS

- Are there multiple types of assessments available?
- Are rubrics and samples of work supplied to students?
- Do students have the opportunity to choose between assessments for an objective?

ACCESSIBILITY

- Are the course pages presented in a readable format for online learning?
- Are multiple means of representation used to present information (text, video, audio)?
- Are captions or transcripts available for audio and video files?

LOGISTICS

- Are unused items hidden in the course navigation?
- Do the external links work?
- Are the assignments weighted correctly?
- Has student view been used to verify the student experience?

REFERENCES

Instructure. (2020). Course Evaluation Checklist. [Google Doc]. Salt Lake City: Canvas.

The UDL Guidelines. (2020, October 06). Retrieved October 29, 2020, from <http://udlguidelines.cast.org/>.

QM Emergency Remote Instruction (ERI) Checklist. (n.d.). Retrieved October 29, 2020, from <https://www.qualitymatters.org/qa-resources/resource-center/articles-resources/ERI-Checklist>



MISSISSIPPI VIRTUAL
COMMUNITY COLLEGE[®]