

Course Design & Student Engagement	<ol style="list-style-type: none"> 1 A course syllabus containing clearly stated course policies and required institutional policies is easy to locate and download. 2 A personalized introduction by the instructor is provided. 3 Students are asked to introduce themselves. 4 Directions for navigating the course are clearly stated. 5 All hyperlinks, files, videos, external URLs, and navigation menu items are working. 6 Course organization is clearly explained. 7 Course content is organized in clearly defined learning units. 8 A schedule illustrating the typical weekly flow of the course is available. 9 Due dates are clear and consistently stated throughout the course. 10 Course includes resources to connect students to a variety of student support. 11 Course includes a statement clearly outlining expectations for student interactions. 12 Instructor has outlined a plan for regular and substantive interaction. 13 Course design includes mechanisms that facilitate regular and substantive interaction. 14 Instructor's communication and feedback policies are clearly stated. 15 Course design incorporates at least one strategy for student engagement. 16 Course includes clear directions for accessing the Learning Management System, and other required materials, resources, software and technology. 17 Students can view contact information for the institution's IT, eLearning offices, and/or technology help desk. 	
Outcomes & Objectives	<ol style="list-style-type: none"> 18 Current institutionally required course-level outcomes are included in the course. 19 Module-level objectives are clearly stated and written in easy to understand, student-friendly language. 20 Module-level objectives reflect behaviors that can be seen or demonstrated. 21 Module-level objectives are appropriate to the level of the course. 22 Module-level objectives focus on a specific skill or cognitive process. 23 Module-level objectives support course-level outcomes. 24 The relationship (alignment) between course outcomes and module-level objectives is clearly explained. 	
Assessment and Feedback	<ol style="list-style-type: none"> 25 Assessments measure the stated course-level outcomes. 26 Assessments measure the stated module-level objectives. 27 Assessments include clearly written directions. 28 The purpose of each assessment is clearly stated. 29 Assessments include clear, consistent due dates. 30 High-stakes assessments include a grading rubric or other descriptive scoring criteria that is shared with students prior to submission. 31 Directions for high-stakes assessments include at least one example of finished student work or a worked example from the instructor. 32 Course includes a combination of self-assessment, diagnostic, formative, summative, performance, and/or authentic assessment opportunities. 33 Course includes a variety of assessment methods. 34 Course includes a balance of low risk/low stakes and high risk/high stakes assessments. 35 Rubrics or other descriptive scoring criteria are used for grading. 36 Instructor's plan for providing timely grading and feedback is clearly stated. 37 Feedback is personalized and includes information about how students can improve. 	
Material & Tools	<ol style="list-style-type: none"> 38 Learning materials support the learning activities, assessments, course outcomes, and module-level objectives included in the course. 39 The relationship (alignment) between learning materials, learning activities, assessments, module-level objectives, and course-level outcomes is clearly explained. 40 Resources are current to the discipline and relevant to the course. 41 Resources are provided in a variety of mediums/formats to support the needs of diverse learners. 42 Copyrighted materials used in course include a citation. 43 Openly licensed materials used in course include an attribution. 44 Course includes a disability statement. 45 Course includes resources or links to resources for obtaining accessibility support services. 46 Accessibility checker in Canvas is green on all pages. 47 Ally Tool shows Accessibility at 85% or higher. 48 The approximate cost of required course materials is noted with links to school bookstore or purchasing websites. 49 Optional and required materials are clearly distinguished. 50 Course includes links to the college's privacy policies. 51 Course is designed to protect against unauthorized disclosure of non-directory student information. 52 Photos in which students can be clearly identified are not used without the student's express permission. 53 Selected learning technologies support learning activities, assessments, module-level & course-level outcomes. 	