### Course Information and Introduction

1. The instructor provides a self-introduction, presenting the instructor as approachable.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

2. Students are encouraged to introduce themselves.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

3. The course provides initial experiences to help students become accustomed to Blackboard or other technology used.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

4. The course syllabus is easily located and meets NDSU requirements.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

5. The course calendar is available, including a clear concise list of modules (units) and the activities that will be completed within each.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

6. Minimum technology requirements and prerequisite technology skills are clearly stated.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

7. Instructions on how to receive technical assistance are visible and easy to understand.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

8. Information on other resources (library, ACE, etc.) are visible and easy to understand.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

**Notes:**

### Course Objectives and Instructional Delivery

1. The course is complete (not under construction).
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

2. Information is chunked or grouped to help students learn the content (modules).
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

3. Course materials and modules are presented in a logical progression.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

4. Course learning objectives are measurable and clearly stated.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

5. Module objectives are presented and are aligned with the larger course objectives.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

6. A variety of instructional methods, accommodating multiple learning styles, are used.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

7. Discussions are clearly defined forums and threads.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

8. Activities / interactions promote learning on all domains of Bloom’s Taxonomy.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

**Notes:**

### Communication

1. Protocols for student questions are clearly defined.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

2. Course guidelines provide information as to the amount of time students can expect a response from specific inquiries to the instructor.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

3. Learning activities and other opportunities are developed to foster Student-Student communication and / or collaboration.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

4. Learning activities and other opportunities are developed to foster Student-Instructor communication and / or collaboration.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

5. A statement explaining when students should receive feedback is provided.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

6. A statement explaining what type of feedback and how feedback will be given is provided.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

**Notes:**
**Assessment**

1. Assessment and evaluation are aligned with learning objectives.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

2. A variety of ways for learners to demonstrate knowledge is provided.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

3. Rubrics are provided for assignments.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

4. Test taking procedures are explained.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

Notes:

**Technology**

1. Course technologies are readily and easily accessible.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

2. The course provides links to tools required for viewing course content (JAVA, Acrobat Reader, QuickTime, etc.) and includes instructions for using such tools.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

3. Each technology used has a specific purpose that does not distract from course objectives.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

4. Audio / video hardware requirements do not extend beyond the basic sound cards, speakers, and video players unless needed to meet course objectives.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

5. Course content is enhanced with appropriate, short audio and visual materials.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

Notes:

**Web Design**

1. Scrolling is minimized.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

2. Consistent layout design orients users throughout the site.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

3. The course uses appropriate formatting (font, color, etc.) to maximize readability.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

4. Images are clear.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

5. Videos are clear.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

6. Hyperlinks are functional and open in appropriate windows or frames.
   - [ ] Non-Existent  [ ] Developing  [ ] Meets

Notes:

Additional Recommendations:

Reviewed By:
Date: