UCO eLearning Quality Design Principles Rubric – Online/Hybrid/SPOC

Core				
Item	**Description**		**Implementation Strategy**	**Measure**
Orientation				
C1.0	Instructor contact information is present using HTML template: • telephone number • email address • office location • office hours • communication response times			+/-
C2.0	Instructor information is present using HTML template: • educational background • professional experience			+/-
C3.0	Course information is present using HTML template: • name • number • description • prerequisites • objectives • schedule • conditional releases if applicable • textbook information • brief description of assignments and assessments • grade breakdown and scale • grading response time • late policy (if applicable)			+/-
C4.0	Technology information sheets (if applicable and to be provided by CeCE) are present: • ProctorU • YouSeeU • All additional new tools			+/-
C5.0	A syllabus is provided within the course orientation.			+/-

	Functions				
C6.0	The UCO student resources block is present on the course homepage.				+/-
C7.0	All weblinks function properly. [Please report any weblinks that do not work.]				+/-
C8.0	The course uses an ADA approved HTML template.				+/-
C9.0	Documentation of a completed web accessibility review with any necessary recommendations is present in the course site. *Reviewers: See documentation of accessibility review in the course "Manage Files" section in folder titled "Course Development Documentation".* (more information about web accessibility)				+/-
C10.0	Documentation of a completed facilitation guide with any necessary recommendations is present in the course site. *Reviewers: See documentation of facilitation guide in the course "Manage Files" section in folder titled "Course Development Documentation".* (more information about web accessibility)				+/-
C11.0	Documentation of a completed copyright review with any necessary recommendations is present in the course site. *Reviewers: See documentation of copyright review in the course "Manage Files" section in folder titled "Course Development Documentation".* (more information about web accessibility)				+/-

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Design of Learning Environment				
Item	**Description**			**Measure**
LE1.0	Learners are welcomed and directed to course content from the homepage.			0 - 10
LE2.0	Learners are presented with explanation of module format.			0 - 10
LE3.0	Course materials are clearly organized with consistent structure.			0 - 10
LE4.0	Learners are provided a way of identifying module objectives or goals.			0 - 10
LE5.0	Learners are provided a way of identifying module activities.			0 - 10
LE6.0	The learning environment is free of content unrelated to assessments and/or module learning expectations.			0 - 10
LE7.0	If multimedia is used, it is aligned with course content.			0 - 10

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Engagement

Item	Description				Measure
EN1.0	Course structure promotes regular interaction between instructor and learners.				0 - 10
EN2.0	Course structure promotes regular interactions between learners.				0 - 10
EN3.0	Course structure promotes regular interactions between learners and content.				0 - 10

Assessment and Feedback

Item	Description				Measure
AF1.0	Assignments and activities are present and support course content.				0 - 10
AF2.0	Learners are presented with clear direction and grading criteria for completing course activities and assignments. If provided in multiple areas, instructions are the same.				0 - 10
AF3.0	Feedback opportunities are incorporated throughout the course (e.g. self-assessment, peer feedback, and/or faculty-provided feedback).				0 - 10
AF4.0	Formative assessments are included that allow the learners to make adjustment based on feedback.				0 - 10

Innovation (scored as additional points)				
Item	**Description**			**Measure**
IV1.0	The course uses innovative and/or creative approaches to content delivery that encourages student engagement.			0 - 6
IV2.0	Learners are encouraged to demonstrate performance/mastery in creative ways.			0 - 6