So many things to remember...
QM Standard 1
Course Overview and Introduction

AP Course Building: One Module at a Time!

Have you completed these items in your Course Shell?

- Inserted the title of the course
- Replaced the prototype video with yours
- Included the Course Description text
- Included a link to a downloadable Syllabus
- Inserted your name under the video window
- Included a link to a video transcript

HELPFUL TIPS & STRATEGIES:

- Tips for a Course Overview
- Tips for Writing Objectives
- Ed Tech du Jour: Building Community in your Online Course
- Ed Tech du Jour: Strategies for Retaining Online Students
- Checklist for Accessibility

Step-By-Step Instructions for This Page
View the BUSN 7000 Demo Prototype for a completed Course Overview page.
QM Standard 2

Learning Objectives (Competencies)

Inserting Your Course Objectives

What are "measurable" objectives?

Why should I include the Course Syllabus on this page, too?

Have you completed these items in your Course Shell?

- Inserted the title of the course
- Inserted the Course Objectives, each beginning with an active verb
- Replaced the prototype image with a relevant image for your course
- Included a link to a downloadable Syllabus

HELPFUL TIPS & STRATEGIES:

- Tips for Writing Objectives
- Helpful Strategies & Tips: Learning Objectives
- Checklist for Accessibility
- Bloom's Taxonomy Verb Wheel

Step-By-Step Instructions for This Page

View the BUSN 7000 Demo Prototype for a completed Course Objectives page.
QM Standard 3
Assessment and Measurement

Assessing Learning with Auto-Graded Quizzes

Can I assess critical thinking with multiple-choice questions?

What are the best practices for ensuring academic integrity for online assessments?

Have you completed these items in your Course Shell?
- Inserted the title of the quiz
- Stated clear instructions and set the scoring protocols
- Included deadlines
- Randomized questions and/or choices, if applicable

HELPFUL TIPS & STRATEGIES:
- Tips for Quizzes
- Tips for Writing Multiple-Choice Items
- Checklist for Accessibility

Step-By-Step Instructions for This Page

View the BUSN 7000 Course Prototype for a completed Module Quiz.
QM Standard 4

Instructional Materials
QM Standard 5
Learner Interaction and Engagement

A Taxonomy of Reflection

Creating: What should I do next?

Evaluating: How well did I do?

Analyzing: Do I see any patterns in what I did?

Applying: Where could I use this again?

Understanding: What was important about it?

Remembering: What did I do?

Model developed by Peter Pappas
QM Standard 6

Course Technology

The Extreme Course Makeover – Navigation Before
QM Standard 6
Course Technology

The Extreme Course Makeover – Navigation After

After

- Home Page
- Getting Started
- Learning Modules
- Discussions
- Resources
- Grades
- Help
QM Standard 6
Course Technology

The Extreme Course Makeover – Learning Modules - Before
QM Standard 6
Course Technology

The Extreme Course Makeover – Learning Modules After

After

Learning Modules

- Module One: Returning to School and Nursing as a Profession
- Module Two: Theories, Nursing and Nursing Science
- Module Three: How to Write a Professional Paper
- Module Four: Critical Components of Nursing Practice
- Module Five: Understanding Models of Health and Illness and Applying to Health Promotion
- Module Six: Change and Change Theory
- Module Seven: Health Education
QM Standard 6
Course Technology

The Extreme Course Makeover – Assignments Before
QM Standard 6

Course Technology

The Extreme Course Makeover – Assignments After

After

Module Three: Presentations

Writing and Documentation Style by the American Psychology Association

Module Three: Assignment 1 of 2

The APA Scavenger Hunt will assist you while you are learning about APA Formatting. This is not a mandatory requirement of the course. However, it will assist you in highlighting a lot of the main components needed with APA. It will also help you review for this quiz.

Click the link below to access the assignment:

- APA Scavenger Hunt
Since there wasn’t a Resources section, students had to explore several locations to find the information needed.
QM Standard 6

Course Technology

The Extreme Course Makeover – Resources After

After
QM Standard 7

Learner Support

Consider Including These Helpful Components!

**Introduce Yourself - Discussion Board:** Allow students to get to know one another by creating an "Introduce Yourself" discussion board. Model the type of information you would like them to include by posting your own introduction. You may want to include name, job, reason for taking this course, hobbies, or other information to provide a "snapshot" for creating a community of learners.

**Student Support:** If your university has specific student support personnel or resources, include those with links to the university resource information. These might include IT Help Desk, Office of Disabilities, Writing Lab, or tutoring services.

**Policies and Guidelines:** Most universities include policies and guidelines in the course catalog, and provide information relating to standards of conduct, processes for getting transcripts, and overall university procedures. You might want to include a brief version of some of this information on a special page.
QM Standard 7

Learner Support

Technical Requirements

Canvas runs on Windows, Mac, Linux, iOS, & Android or any other device with a modern web browser.

Compatible browsers:
- Mozilla Firefox
- Chrome
- Internet Explorer
- Safari

Other Browser Requirements:
- Adobe Flash
- Javascript Enabled

For more information, visit Which browsers does Canvas support?

Skill Requirements

An internet connection is necessary to participate in discussions and assignments, access readings, transfer course work, and receive feedback from your instructional associate and/or professor. For web-based courses, students should have a basic working knowledge of computers and Internet use as well as access to a computer with a broadband (DSL, cable, satellite) Internet connection. Other requirements for each course are listed in the university catalog.

At a minimum, you must have Microsoft Office 2003, XP, 2007 or OpenOffice. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required.

Academic Partnerships - with you every step of the way!
QM Standard 8
Accessibility

Web Accessibility Checklist
adapted from Educause

☐ Can the application be used with only the keyboard?
  - Click [here](#) for some keyboard requirements + related requirements + stories of web users + diversity of web users and web use
  - Read W3C's [Guideline 2.1: Make all functionality available from a keyboard](#).
  - Read further [Keyboard Accessible: Understanding Guideline 2.1](#).

☐ Do images have appropriate text descriptions?
  - Click [here](#) for some text alternative requirements + related requirements + stories of web users + diversity of web users and web use
  - Read W3C's [Guideline 1.1 Text Alternatives: Provide text alternatives for any non-text content so that it can be changed into other forms people need, such as large print, braille, speech, symbols or simpler language](#).
  - Read further [Text Alternatives: Understanding Guideline 1.1](#).
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FORGOT PASSWORD?

Faculty Spotlight

Designing an Online Course that Mimics Face-to-Face Interactions

“People...seem to feel that an online environment may somehow be less personal and interactive than [in] a classroom.”
Identified by Dr. Beth Mancini in

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