

(Revised) Online Quality Assurance Checklist 2016
University of North Texas at Dallas

	Standard	Points Possible	Yes/No	Comments
1. Course Overview & Introduction	1.1 Instructions make clear how to get started and where to find various course components.	3	Essential	DLIT template has been placed in course shell. Standard will be met upon instructor's revision.
	1.2 Learners are introduced to the purpose and structure of the course.	3	Essential	DLIT template has been placed in course shell. Standard will be met upon instructor's revision.
	1.3 Etiquette expectations (sometimes called "netiquette") for online discussion, email, and other forms of communication are clearly stated.	2	Very Important	Standard met. DL syllabus wording has been placed in course shell.
	1.4 Course and/or institutional policies with which the learner is expected to comply are clearly stated, or a link to current policies is provided.	2	Very Important	Standard met. DL syllabus wording has been placed in course shell.
	1.5 Minimum technology requirements are clearly stated and instructions for use provided.	2	Very Important	Standard met. DLIT uploaded standard technology requirements in course shell.
	1.6. Prerequisite knowledge in the discipline and/or any required competencies are clearly stated.	1	Important	Standard met. Standard will be met upon instructor's addition.
	1.7 Minimum technical skills expected of the learner are clearly stated.	1	Important	Standard met. DLIT uploaded standard technology skills in course shell.
	1.8 The self-introduction by the instructor is appropriate and is available online.	1	Important	Text, Audio and/or Video introduction.
	1.9 Learners are asked to introduce themselves to the class.	1	Important	Meets DL attendance requirements for FASFA financial aid.
2. Learning Objectives	2.1 The course learning objectives, or course/program competencies, describe outcomes that are measurable.	3	Essential	
	2.3 All learning objectives or competencies are stated clearly and written from the student's perspective.	3	Essential	
	2.5 The learning objectives or competencies are suited to the level of the course.	3	Essential	Meets THECB distance learning guidelines.
3. Assessment & Measurement	3.2 The course grading policy is stated clearly.	3	Essential	DLIT template has been placed in course shell. Standard will be met upon instructor's addition.
	3.3 Specific and descriptive criteria are provided for the evaluation of students' work and participation and are tied to the course grading policy.	3	Essential	DLIT template has been placed in course shell. Standard will be met upon instructor's addition.

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4. Resources & Instructional Materials	4.2 Both the purpose of instructional materials and how the materials are to be used for learning activities are clearly explained.	3	Essential	
5. Learner Engagement	5.1 The learning activities promote the achievement of the stated learning objectives or competencies.	3	Essential	
	5.2 Learning activities provide opportunities for interaction that support active learning.	3	Essential	Meets THECB distance learning guidelines.
	5.3 The instructor's plan for classroom response time and feedback on assignments is clearly stated.	3	Essential	DLIT template has been placed in course shell. Standard will be met upon instructor's addition.
6. Course Technology	6.1 The tools used in the course support the learning objectives and competencies.	3	Essential	
	6.2 Course tools promote learner engagement and active learning.	3	Essential	Meets THECB distance learning guidelines.
7. Learner Support	7.1 The course instructions articulate or link to a clear description of the technical support offered and how to obtain it.	3	Essential	Standard met. DLIT uploaded standard technical support item in course template. Meets THECB distance learning guidelines.
	7.2 Course instructions articulate or link to the institution's accessibility policies and services.	3	Essential	Standard met. DLIT template has been placed in course shell. Meets THECB distance learning guidelines.
	7.3 Course instructions articulate or link to an explanation of how the institution's academic support services and resources can help learners succeed in the course and how learners can obtain them.	2	Very Important	Standard met. DLIT template has been placed in course shell. Meets THECB distance learning guidelines.
	7.4 Course instructions articulate or link to an explanation of how the institution's student services and resources can help learners succeed and how learners can obtain them.	1	Important	Standard met. DLIT template has been placed in course shell. Meets THECB distance learning guidelines.
8. Accessibility & Usability	8.1 Course navigation facilitates ease of use.	3	Essential	
	8.2 Information is provided about the accessibility of all technologies required in the course.	3	Essential	Standard met. DLIT provided link to Bb Learn CMS accessibility webpage. http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx
TOTAL		64		