

Review Date: Link to Course Shell Reviewed: [Type here]

Link to Course Shell Being Reviewed:

Start Here & Housekeeping content		
Homepage with navigation features	Choose an item.	Choose an item.
Faculty information and contact details	Choose an item.	Choose an item.
Netiquette	Choose an item.	Choose an item.
Navigating Course	Choose an item.	Choose an item.
Ice breaker / Introduction Activity	Choose an item.	Choose an item.
Course information (e.g., Course Goals video and/or Navigating this Course page)	Choose an item.	Choose an item.
Academic Integrity policies and/or links to informational modules	Choose an item.	Choose an item.
Support resources for students	Choose an item.	Choose an item.
Notes:		
Total Time Estimate for Category		Choose an item.
Tools and Features		
Appropriate use of third-party tools / textbook integration / workbook integration (e.g., Blink, WileyPLUS, Connect)	Choose an item.	Choose an item.
Notes:		
Total Time Estimate for Category		Choose an item.
Copyright & Fair Share Considerations		
Appropriate use of textbook (i.e., 10% or less of a textbook can be published at one time)	Choose an item.	Choose an item.
Consistent citations for journal articles / content	Choose an item.	Choose an item.
Any other practices or artifacts that fall outside a CGS / Dietrich policy?	Choose an item.	Choose an item.
Notes:		
Total Time Estimate for Category		Choose an item.
Announcements		
Are they being used?	Choose an item.	Choose an item.
Used appropriately (i.e., no concerns for release conditions or formatting)	Choose an item.	Choose an item.
Notes:		

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Total Time Estimate for Category		Choose an item.
Syllabus Tab		
Syllabus page used appropriately? (PDF version available?)	Choose an item.	Choose an item.
Course schedule present and easy to understand? (PDF version available?)	Choose an item.	Choose an item.
⇒ Should a full syllabus review be completed?	Choose an item.	Choose an item.
Notes:		
Total Time Estimate for Category		Choose an item.
Assignments		
Rubrics	Choose an item.	Choose an item.
Clear instructions with expectations (e.g. word count for essays)	Choose an item.	Choose an item.
Submission type is appropriate	Choose an item.	Choose an item.
Notes:		
Total Time Estimate for Category		Choose an item.
Discussions		
Rubrics	Choose an item.	Choose an item.
Clear instructions with expectations (e.g., what constitutes an appropriate post; word counts for initial posts and replies)	Choose an item.	Choose an item.
Clear explanation of due dates.	Choose an item.	Choose an item.
Notes:		
Total Time Estimate for Category		Choose an item.
Modules		
Overview	Choose an item.	Choose an item.
Learning objectives	Choose an item.	Choose an item.
Structured consistently	Choose an item.	Choose an item.
Appropriately titled (e.g., no dates in module titles)	Choose an item.	Choose an item.
Release conditions	Choose an item.	Choose an item.
Assignments, Discussions, and Exams mapped to modules	Choose an item.	Choose an item.
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Quizzes / Exams		
Points / Weights are appropriate	Choose an item.	Choose an item.
Feedback provided	Choose an item.	Choose an item.
Appropriate set up (e.g., time limits, submission type, etc.	Choose an item.	Choose an item.
Notes:		
Total Time Estimate for Category		Choose an item.
Accessibility		
Closed captioning / transcripts provided	Choose an item.	Choose an item.
Smart links used	Choose an item.	Choose an item.
Alt-text for images	Choose an item.	Choose an item.
Appropriate color contrast	Choose an item.	Choose an item.
Fonts, headings, other formatting appropriately integrated	Choose an item.	Choose an item.
Notes:		
Total Time Estimate for Category		Choose an item.
Total Course Revision Time Estimate		

Review completed: Click or tap to enter a date.

Instructional Designer Notes: