

# MOODLE CHECKLIST

\*\*\*This is a tool to assist you in meeting the requirements that are listed in OSCQR. This tool does not include all OSCQR requirements.\*\*\*

## GETTING STARTED

- TSTC Template** (include ALL red banners)
- Meet & Greet Forum**
- Uploaded Syllabus** (printable-PDF, HTML)

## UNIT/TOPIC/MODULE

- Introduction**
  - Short module description
  - What you will do
  - What you will learn
- Read and View**
  - Content links (Pearson, coursebook)
  - Lecture/Slideshow
  - Resources
- Engage with Others**
  - Discussion forum/synchronous meeting/activity
- Demonstrate Your Competence**
  - Exam, Quiz, Test, Homework, and/or Assignment

*Each section is required for uniformity and accessibility.*

## OSCQR REMINDERS

### **Course Overview and Information**

- Course objectives/outcomes are clearly defined, measurable, and aligned to learning activities and assessments.
- Course includes links to relevant college policies on plagiarism, computer use, filing grievances, accommodating disabilities, etc.
- Course provides access to learner success resources (technical help, orientation, tutoring).

### **Course Technology and Tools**

- Any technology tools meet accessibility standards.
- Requisite skills for using technology tools (websites, software, and hardware) are clearly stated and supported with resources.
- Course includes links to privacy policies for technology tools.

### **Design and Layout**

- Flashing and blinking text are avoided.

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## OSCQR REMINDERS



### **Design and Layout (Continued)**

- Course is free of grammatical and spelling errors.
- Text is formatted with titles, headings, and other styles to enhance readability and improve the structure of the document.



### **Content and Activities**

- Course provides activities for learners to develop higher-order thinking and problem-solving skills, such as critical reflection and analysis.
- Where available, Open Educational Resources, free, or low cost materials are used.
- Hyperlink text is descriptive and makes sense when out of context (avoid using "click here").



### **Interaction**

- Course offers opportunities for learner to learner interaction and constructive collaboration.
- Learners have an opportunity to get to know the instructor.

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## OSCQR REMINDERS



### **Interaction (Continued)**

- Course contains resources or activities intended to build a sense of class community, support open communication, and establish trust (at least one of the following - Ice-breaker, Bulletin Board, Meet Your Classmates, Ask a Question discussion forums).



### **Assessment and Feedback**

- Course grading policies, including consequences of late submissions, are clearly stated in the course information area or syllabus.
- Criteria for the assessment of a graded assignment are clearly articulated (rubrics, exemplary work).
- Learners have multiple opportunities to provide descriptive feedback on course design, course content, course experience, and ease of online technology.

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