
















# Online Course Evaluation Rubric

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 These are simply examples for your reference. You do not have to copy or implement these examples.

Scoring Scale: 0 Emerging 1 Accomplished 2 Exemplary

Instructor	Evaluating Faculty	DE Coordinator	Course Design	Resources
			Consistent course design/format is used.	
			Clear structure and course organization is provided with opportunities for students to share in the responsibility for their learning.	
			Course Design is cohesive and aligns to the SLO's, assessments, and activities.	
			Content facilitates student interaction/understanding.	
			The course is designed to facilitate easy navigation of course content.	 
			Course Syllabus is learner-centered and sets the tone for learning and engaging the student.	 
			Course module or unit outcomes are stated.	
			Course resources are clearly identified and easy to access.	
			Course offers multiple opportunities for students to gain information (due dates are visible throughout course)	
			*Course is prepared (ready for students to access it) and available to students by the first day of the term.	
			<b>*Hired 2 weeks or less before start of term. If so, _____ many days before the term began.</b>	
Instructor	Evaluating Faculty	DE Coordinator	Accessibility, ADA Compliance & Universal Design	Resources
			Accessibility Course accessibility is addressed (Videos captioned, other visual elements meet ADA standards, etc.)	
Instructor	Evaluating Faculty	DE Coordinator	Student Learning Outcomes	Resources
			Instructor facilitates critical thinking.	
			Instructor recognizes and acknowledges excellence in student work.	
			SLO's are aligned with program and/or institutional learning outcomes.	
			SLO's are stated in syllabus (or in the beginning of modules).	
			SLO's and content are continuously evaluated for alignment.	
			SLO's are clearly defined and measurable.	
			SLO's are related to the appropriate level of learning.	
			All SLO's for the course are assessed.	

Adapted from the [OLC Quality](#) Course Teaching & Instructional Practice
















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Instructor	Evaluating Faculty	DE Coordinator	Course Content	Resources
			All online activities and assignments are written with explicit instructions for how to participate, when responses or submissions are expected, and how the activities are assessed.	
			Course offers opportunities for learners to engage in relevant activities that draw from authentic experiences whenever possible.	
			Course activities are appropriately paced and are evenly distributed across modules.	
			A course orientation is provided that familiarizes students with the learning management system, course navigation, and student support services.	 
			Instructor provides information for students regarding computer, hardware, and software requirements, as well as where to receive technical assistance.	     
			Instructor includes netiquette behavior guidelines to enhance inclusion.	
Instructor	Evaluating Faculty	DE Coordinator	Assignments	Resources
			Assignments are directly related to the course/lecture learning objectives.	
			Assignments are meaningful, purposeful and relevant to learning outcomes.	
			Assignments include grading rubrics with clear expectations.	
			Instructor provides a variety of assignment types to enable different learners opportunities to demonstrate skills.	
			Instructor structures learning activities to promote student to student interactions.	
			Assignments promote critical thinking and problem solving.	
			A schedule of assignments is provided that includes due dates and time frames.	

## Example Home Page:

[Linked Sample](#)  
[Linked Sample](#)  
[Linked Sample](#)

[Linked Sample](#)  
[Linked Sample](#)  
[Linked Sample](#)




## Example Assignments:

[Linked Sample](#)  
[Linked Sample](#)  
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[Linked Sample](#)  
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Instructor	Evaluating Faculty	DE Coordinator	Instructor Role	Resources
			Instructor provides a personalized bio and statement that welcomes students to the course in text or video format.	
			Instructor utilizes accessible online grade book and posts grades promptly.	
			Instructor sets clear expectations for students regarding student learning outcomes.	
			Instructor is flexible and responsive to student needs, revising course directives as needed.	
			Instructor resolves course-related issues in a timely manner.	
			Instructor proactively addresses problems as they emerge and is responsive to student concerns.	
			Instructor consistently demonstrates enthusiasm for the course subject matter.	
			Instructor provides encouraging feedback to students that excel as well as students needing direction..	
			Instructor uses strategies that encourage students to be self-directed and take responsibility for their learning.	
			Instructor demonstrates respect for students.	
			<b>*Optional- Instructor uses tools within the LMS to facilitate the learning experience in an effective manner.</b>	
Instructor	Evaluating Faculty	DE Coordinator	Class Discussion & Engagement	Resources
			Discussions are meaningful, aligned with course learning outcomes, and provide opportunities for critical thinking.	
			Instructor provides clear explanation of how the class discussion will be used.	
			Instructor demonstrates presence by engaging actively and frequently throughout course discussions.	
			Students are expected to post discussion responses as well as interact with classmates and the instructor.	
			Class discussion boards are designed to facilitate student-to-student interactions.	

## Example Discussion:

[Linked Sample](#)  
[Linked Sample](#)  
[Linked Sample](#)

[Linked Sample](#)  
[Linked Sample](#)  
[Linked Sample](#)

## Student Resources:

[Linked Sample](#)  
[Linked Sample](#)  
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**Distance Education**


*Going the Distance for our students!*

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Instructor	Evaluating Faculty	DE Coordinator	Building Community	Resources
			Instructor provides a space for students to post an introduction and share appropriate parts of their personal life to develop the online learning community.	
			Instructor creates a positive, motivating and encouraging environment for students.	
			Instructor creates a safe climate for student collaboration.	
			Instructor encourages students to be candid, yet respectful of others.	
			Instructor uses inclusive language, such as we, you, our.	
			Student interaction is fostered throughout the course (Group assignments, discussions, activities, other)	
Instructor	Evaluating Faculty	DE Coordinator	Communication	Resources
			Instructor provides ongoing and meaningful communication.	
			Instructor models effective communication techniques and netiquette.	
			Instructor provides clear, useful, and constructive feedback to students.	
			Instructor provides prompt feedback.	
			Instructor specifies times when students can expect instructor feedback.	
			Instructor sends introductory welcome email message.	
			Instructor uses announcements effectively and appropriately.	
			Instructor encourages students to contact instructor when questions arise.	
Instructor	Evaluating Faculty	DE Coordinator	Continuous Course Improvement	Resources
			Instructor continuously evaluates the effectiveness and content of their online course.	
			*Student feedback (for course improvement) is encouraged and requested.	
			*An anonymous course survey is available to encourage student feedback.	
			<b>*Optional</b>	

How to hyperlink a URL in Canvas