



College of DuPage Online Master Course Rubric

A Organization				
A1	Content is sequenced and presented in a logical manner.	Yes	Developing	No
A2	Content is "chunked" effectively.	Yes	Developing	No
A3	Materials, activities, assignments, and assessments are organized into clearly defined and labeled units or modules.	Yes	Developing	No
A4	Course resides primarily in the college's LMS. External content may be linked to or embedded as appropriate, but students access these elements through the course structure in the LMS.	Yes	Developing	No
A5	Course observes the college's semester schedule, including start, end, and final exam dates.	Yes	Developing	No
A6	Each module in the course follows a consistent format and structure.	Yes	Developing	No
A7	No unused links appear in the course menu bar.	Yes	Developing	No
<i>Comments</i>				

B Course Policies				
B1	A syllabus created specifically for the online/hybrid format is available and easily accessible.	Yes	Developing	No
B2	Due dates are clearly stated and easily accessible.	Yes	Developing	No
B3	A grading scale that defines letter grades and/or weighting is provided.	Yes	Developing	No
B4	Course provides late work and plagiarism policies.	Yes	Developing	No
B5	Course goals and objectives are clearly stated.	Yes	Developing	No
B6	Expectations for student communication and participation are clearly stated.	Yes	Developing	No
B7	Course provides a Code of Conduct statement, including netiquette standards and academic integrity expectations.	Yes	Developing	No
<i>Comments</i>				

C Module Presentation				
<i>Titles of reviewed modules:</i> M1 _____ M2 _____				
C1	Multimedia elements are used in addition to text.	Yes	Developing	No
C2	Font type, size, color, and other visual elements are readable and consistent.	Yes	Developing	No
C3	Single-screen scrolling is minimized.	Yes	Developing	No
C4	Links are active and open in new windows.	Yes	Developing	No
<i>Comments</i>				



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D Content				
<i>Titles of reviewed modules: M1_____ M2_____</i>				
D1	Course adheres to the relevant ACF (active course file).	Yes	Developing	No
D2	Assessment and evaluation goals are clearly communicated.	Yes	Developing	No
D3	Assignment rubrics are provided.	Yes	Developing	No
D4	Course utilizes multiple communication and/or collaboration tools (which can include discussion boards, blogs, wikis, video/audio feedback, and other appropriate LMS tools).	Yes	Developing	No
D5	Learning activities and other opportunities are developed to foster multiple avenues of communication and/or collaboration including student-student and student-instructor.	Yes	Developing	No
D6	Opportunities are provided for learner feedback throughout the course (likely anonymous and ungraded).	Yes	Developing	No
D7	Assessment occurs via multiple methods which might include quizzes, tests, discussions, essays, e-portfolios, and other projects.	Yes	Developing	No
<i>Comments</i>				

E Student Support & Resources				
E1	A list of necessary supplies such as textbooks and other instructional materials needed for the course is provided.	Yes	Developing	No
E2	Course contains links to the institutional Online Course Orientation.	Yes	Developing	No
E3	Course contains information about where students can get academic and technical support.	Yes	Developing	No
E4	Course contains links to the COD software download page for easy access to tools needed for the course.	Yes	Developing	No
E5	A list of technical competencies necessary for successful course completion is provided along with technology requirements such as connection speed, hardware, and software.	Yes	Developing	No
E6	Course provides instructions/tutorials for completion and submission of course assignments and activities.	Yes	Developing	No
E7	Course provides links to the library, academic support center, counseling/advising services, and other relevant COD online/campus resources.	Yes	Developing	No
<i>Comments</i>				



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F Copyright & Accessibility Compliance				
F1	Course is TEACH Act compliant.	Yes	Developing	No
F2	Course is ADA compliant and includes contact information for COD Access & Accommodations.	Yes	Developing	No
F3	Course works appropriately with assistive technology, including screen readers.	Yes	Developing	No
F4	Video files are captioned.	Yes	Developing	No
F5	Audio files have accompanying text transcripts.	Yes	Developing	No
F6	Course contains links to institutional policies on accessibility and accommodations.	Yes	Developing	No
F7	Course contains links to institutional policy on copyright.	Yes	Developing	No
<i>Comments</i>				

G Additional Course Components				
<i>NOTE: This section is purely for information purposes; it is not used as a criterion for course evaluation.</i>				
G1	Course is to be delivered entirely (100%) over the Internet.	Yes	No	Unsure
G2	Exam(s) will be given at a C.O.D. testing center. Out-of-area students must contact faculty.	Yes	No	Unsure
G3	Course requires additional hardware/software for multimedia components.	Yes	No	Unsure
G4	Students must come to C.O.D. campus for some course activities (other than tests).	Yes	No	Unsure
G5	Course will employ synchronous ("live") web conferencing.	Yes	No	Unsure
<i>Comments</i>				