

[OSCQR 3.0]

Importance Value			Sufficiently Present	Minor Revision	Moderate Revision	Major Revision	Not Applicable	Action Plan
			<i>Estimated time needed for revision:</i>			1/2 hour or less	1/2-2 hours	
<b>1. COURSE OVERVIEW AND INFORMATION</b>								
1	ESSENTIAL	Course includes Welcome and Getting Started content.						<a href="#">Need ideas?</a>
2	ESSENTIAL	An orientation or overview is provided for the course overall, as well as in each module. Students know how to navigate and what tasks are due.						<a href="#">Need ideas?</a>
3	IMPORTANT	Course includes a Course Information area that introduces the syllabus for learners in a clear and navigable way.						<a href="#">Need ideas?</a>
4	ESSENTIAL	A printable syllabus is available to learners (PDF, HTML).						<a href="#">Need ideas?</a>
5	ESSENTIAL	Course includes links to relevant campus policies on plagiarism, computer use, student grievances, accommodating disabilities, etc.						<a href="#">Need ideas?</a>
6	ESSENTIAL	Course provides access to campus resources (ITS Helpdesk, Blackboard Help, BOnline student orientation, University Tutorial Services, Libraries).						<a href="#">Need ideas?</a>
7	IMPORTANT	Course information states whether the course is fully online, blended, or web-enhanced.						<a href="#">Need ideas?</a>
9	ESSENTIAL	Course objectives are clearly defined, measurable, and aligned to student learning activities and assessments.						<a href="#">Need ideas?</a>
10	ESSENTIAL	Course provides contact information for instructor, department, and program.						<a href="#">Need ideas?</a>
<b>2. COURSE TECHNOLOGY &amp; TOOLS</b>								
11	ESSENTIAL	Requisite access needed and skills for using technology tools (websites, software, and hardware) are clearly stated and supported with resources.						<a href="#">Need ideas?</a>
12	IMPORTANT	Technical skills required for participation in course learning activities scaffold in a timely manner (orientation, practice, and application - where appropriate).						<a href="#">Need ideas?</a>
13	ESSENTIAL	Frequently used technology tools are available in the course menu. Any tools not being utilized are removed from the course menu and tools area.						<a href="#">Need ideas?</a>
14	IMPORTANT	Course includes links to privacy policies for technology tools.						<a href="#">Need ideas?</a>
15	ESSENTIAL	All technology tools meet accessibility standards and/or alternate access methods are provided if necessary.						<a href="#">Need ideas?</a>
<b>3. DESIGN AND LAYOUT</b>								
16	IMPORTANT	A logical, consistent, and uncluttered layout is established. The course is easy to navigate (consistent color scheme and icon layout, related content organized together, self-evident titles).						<a href="#">Need ideas?</a>
17	IMPORTANT	Large blocks of information are divided into manageable sections with ample white space around and between the blocks.						<a href="#">Need ideas?</a>
18	ESSENTIAL	There is enough contrast between text and background for the content to be easily viewed.						<a href="#">Need ideas?</a>
19	ESSENTIAL	Instructions are provided and well written.						<a href="#">Need ideas?</a>
20	ESSENTIAL	Course is free of grammatical and spelling errors.						<a href="#">Need ideas?</a>
21	ESSENTIAL	Text is formatted with titles, headings, and other styles to enhance readability and improve the structure of the document. Lists should be bulleted or numbered, rather than indented or tabbed.						<a href="#">Need ideas?</a>
22	ESSENTIAL	Flashing and blinking text are avoided.						<a href="#">Need ideas?</a>
23	IMPORTANT	A sans-serif font with a standard size of at least 12 pt is used.						<a href="#">Need ideas?</a>
24	ESSENTIAL	When possible, information is displayed in a linear format instead of as a table.						<a href="#">Need ideas?</a>
25	ESSENTIAL	Tables are accompanied by a title and summary description.						<a href="#">Need ideas?</a>
26	ESSENTIAL	Table header rows and columns are assigned. Merged cells are avoided.						<a href="#">Need ideas?</a>
27	ESSENTIAL	Slideshows use a predefined slide layout and/or ensure that the reading order is correct. All slides should include unique slide titles.						<a href="#">Need ideas?</a>
28	ESSENTIAL	For all slideshows, there are simple, non-automatic transitions between slides.						<a href="#">Need ideas?</a>

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**4. CONTENT AND ACTIVITIES**

29	IMPORTANT	Course offers access to a variety of engaging resources that facilitate communication and collaboration, deliver content, and support student learning and engagement.							<a href="#">Need ideas?</a>
30	IMPORTANT	Course provides activities for students to develop higher-order thinking and problem-solving skills, such as critical reflection and analysis.							<a href="#">Need ideas?</a>
31	IMPORTANT	Course provides activities that emulate real world applications of the discipline, such as experiential learning, case studies, and problem-based activities.							<a href="#">Need ideas?</a>
32	IMPORTANT	Where available, Open Educational Resources, free, or low cost materials are used.							<a href="#">Need ideas?</a>
33	ESSENTIAL	All course content abides by federal copyright law and Binghamton's copyright guidelines.							
34	ESSENTIAL	Course materials and resources are properly cited.							<a href="#">Need ideas?</a>
35	ESSENTIAL	All text content is readable by assistive technology (i.e. PDFs are OCR scanned)							<a href="#">Need ideas?</a>
37	ESSENTIAL	A text transcript and/or captions is provided for all audio and video content.							
38	ESSENTIAL	All images have alt-tags and/or long descriptions.							
39	ESSENTIAL	Color alone should not be used to convey important information.							<a href="#">Need ideas?</a>
40	IMPORTANT	Hyperlink text should make sense out of context. Avoid using "click here" or "email me".							<a href="#">Need ideas?</a>
41	IMPORTANT	Course content is current, free of bias, and represents multiple perspectives.							

**5. INTERACTION**

42	IMPORTANT	Expectations for timely and regular feedback from the instructor are clearly stated (questions, email, assignments).							<a href="#">Need ideas?</a>
43	ESSENTIAL	Expectations for interaction are clearly stated (such as netiquette, grade weighting, models/examples, and timing and frequency of contributions).							<a href="#">Need ideas?</a>
44	IMPORTANT	Students have an opportunity to get to know the instructor.							<a href="#">Need ideas?</a>
45	ESSENTIAL	Course contains resources or activities intended to build a sense of class community, support open communication, and establish trust (such as an Ice-breaker, Bulletin Board, Meet Your Classmates, Ask a Question discussion forums).							<a href="#">Need ideas?</a>
46	IMPORTANT	Course offers opportunities for student to student interaction and constructive collaboration.							<a href="#">Need ideas?</a>
47	IMPORTANT	Students are encouraged to share resources and inject knowledge from diverse sources of information in their course interactions.							<a href="#">Need ideas?</a>

**6. ASSESSMENT AND FEEDBACK**

48	ESSENTIAL	Course grading policies, including consequences of late submissions, are clearly stated in the course information area or syllabus.							<a href="#">Need ideas?</a>
49	ESSENTIAL	Course includes frequent and appropriate methods to assess students' mastery of content.							<a href="#">Need ideas?</a>
50	IMPORTANT	Criteria for the assessment of a graded assignment are clearly articulated (rubrics, exemplary work).							<a href="#">Need ideas?</a>
51	IMPORTANT	Students have opportunities to review their performance and assess their own learning throughout the course (pre-tests, automated self-tests, reflective assignments, etc.).							<a href="#">Need ideas?</a>
52	ESSENTIAL	Students are informed when a timed response is required. Proper lead time is provided to ensure there is an opportunity to prepare an accommodation.							<a href="#">Need ideas?</a>
53	IMPORTANT	Students have easy access to a well designed and up-to-date gradebook.							<a href="#">Need ideas?</a>

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54	IMPORTANT	Students have multiple opportunities to provide descriptive feedback on course design, course content, course experience, and ease of online technology.						<a href="#">Need ideas?</a>

OVERALL NARRATIVE