



# OSCQR Course Design Review

## OLC Quality Scorecard Suite: OSCQR 3.1

Need ideas? Click on a standard below for explanations and examples from <https://OSCQR.suny.edu>

Sufficiently  
Present

Minor  
Revision

Moderate  
Revision

Major  
Revision

Not  
Applicable

Action Plan

Estimated time needed for revision:

1/2 hour or less

1/2-2 hours

2+ hours

1. COURSE OVERVIEW AND INFORMATION							
1.	Course includes Welcome and Getting Started content.	✓					
2.	An orientation or overview is provided for the course overall, as well as in each module. Learners know how to navigate and what tasks are due.	✓					
3.	Course includes a Course Information area that deconstructs the syllabus for learners in a clear and navigable way.	✓					
4.	A printable syllabus is available to learners (PDF, HTML).	✓					
5.	Course includes links to relevant campus policies on plagiarism, computer use, filing grievances, accommodating disabilities, etc.			✓			Link to the school's homepage
6.	Course provides access to learner success resources (technical help, orientation, tutoring).		✓				Need to provide these opportunities
7.	Course information states whether the course is fully online, blended, or web- enhanced.	✓					
8.	Appropriate methods and devices for accessing and participating in the course are communicated (mobile, publisher websites, secure content, pop-ups, browser issue, microphone, webcam).		✓				Include information in the syllabus
9.	Course objectives/outcomes are clearly defined, measurable, and aligned to learning activities and assessments.	✓					
10.	Course provides contact information for instructor, department, and program.	✓					



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2. COURSE TECHNOLOGY & TOOLS							
11.	Requisite skills for using technology tools (websites, software, and hardware) are clearly stated and supported with resources.	✓					
12.	Technical skills required for participation in course learning activities scaffold in a timely manner (orientation, practice, and application - where appropriate).	✓					
13.	Frequently used technology tools are easily accessed. Any tools not being utilized are removed from the course menu.	✓					
14.	Course includes links to privacy policies for technology tools.		✓				Include these links
15.	Any technology tools meet accessibility standards.	✓					

3. DESIGN AND LAYOUT							
16.	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).	✓					
17.	Large blocks of information are divided into manageable sections with ample white space around and between the blocks.	✓					
18.	There is enough contrast between text and background for the content to be easily viewed.	✓					
19.	Instructions are provided and well written.	✓					
20.	Course is free of grammatical and spelling errors.	✓					
21.	Text is formatted with titles, headings, and other styles to enhance readability and improve the structure of the document.	✓					
22.	Flashing and blinking text are avoided.	✓					
23.	A sans-serif font with a standard size of at least 12 pt is used.	✓					
24.	When possible, information is displayed in a linear format instead of as a table.	✓					
25.	Tables are accompanied by a title and summary description.		✓				Need to include summary
26.	Table header rows and columns are assigned.	✓					
27.	Slideshows use a predefined slide layout and include unique slide titles.	✓					
28.	For all slideshows, there are simple, non-automatic transitions between slides.					✓	



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4. CONTENT AND ACTIVITIES							
29.	Course offers access to a variety of engaging resources that facilitate communication and collaboration, deliver content, and support learning and engagement.	✓					
30.	Course provides activities for learners to develop higher-order thinking and problem-solving skills, such as critical reflection and analysis.		✓				Need to implement more higher level thinking opportunities
31.	Course provides activities that emulate real world applications of the discipline, such as experiential learning, case studies, and problem-based activities.		✓				Need to implement more real world application opportunities
32.	Where available, Open Educational Resources, free, or low cost materials are used.	✓					
33.	Course materials and resources include copyright and licensing status, clearly stating permission to share where applicable.	✓					
34.	Text content is available in an easily accessed format, preferably HTML. All text content is readable by assistive technology, including a PDF or any text contained in an image.	✓					
35.	A text equivalent for every non-text element is provided ("alt" tags, captions, transcripts, etc.).		✓				Need to include transcripts for videos
36.	Text, graphics, and images are understandable when viewed without color. Text should be used as a primary method for delivering information.	✓					
37.	Hyperlink text is descriptive and makes sense when out of context (avoid using "click here").		✓				Create hyperlinks and eliminate "click here"

5. INTERACTION							
38.	Expectations for timely and regular feedback from the instructor are clearly stated (questions, email, assignments).	✓					
39.	Expectations for interaction are clearly stated (netiquette, grade weighting, models/examples, and timing and frequency of contributions).	✓					
40.	Learners have an opportunity to get to know the instructor.	✓					
41.	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).	✓					
42.	Course offers opportunities for learner to learner interaction and constructive collaboration.	✓					
43.	Learners are encouraged to share resources and inject knowledge from diverse sources of information in their course interactions.	✓					

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6. ASSESSMENT AND FEEDBACK							
44.	Course grading policies, including consequences of late submissions, are clearly stated in the course information area or syllabus.	✓					
45.	Course includes frequent and appropriate methods to assess learners' mastery of content.	✓					
46.	Criteria for the assessment of a graded assignment are clearly articulated (rubrics, exemplary work).	✓					
47.	Learners have opportunities to review their performance and assess their own learning throughout the course (pre-tests, automated self-tests, reflective assignments, etc.).	✓					
48.	Learners are informed when a timed response is required. Proper lead time is provided to ensure there is an opportunity to prepare an accommodation.	✓					
49.	Learners have easy access to a well designed and up-to-date gradebook.	✓					
50.	Learners have multiple opportunities to provide descriptive feedback on course design, course content, course experience, and ease of online technology.		✓				Need to include feedback opportunity

### OVERALL FEEDBACK

While the site is simplistic in its layout, more information and activities can be added or removed to make the site overall more enticing. In the large scheme of things, the course site, or LMS, houses the information needed for the students to develop the skills necessary to become self-directed learners where they could build their overall language arts skills by successfully identifying various parts of speech.



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