Faculty Online Course Readiness
Modular Training Course 1 Checklist

This checklist includes standards adapted for CSULB with permission from QM Higher Education Rubric, Sixth Edition.

CLASS COMPONENTS	Self Review		ATS Instructional Designer review		Faculty Peer Reviewer review	
	Met	Not Met	Met	Not Met	Met	Not Met
1. Instructions make clear how to get started and where to find various course components Evidence:	☐	☐	☐	☐	☐	☐
2. Course and institutional policies with which the learner is expected to comply are clearly stated within the course, or a link to current policies is provided Evidence:	☐	☐	☐	☐	☐	☐
3. Course includes effective approaches on delivering course content (i.e. Building Community, etc.) Evidence:	☐	☐	☐	☐	☐	☐
4. Learners are asked to introduce themselves to the class Evidence:	☐	☐	☐	☐	☐	☐
5. Course navigation facilitates ease of use Evidence:	☐	☐	☐	☐	☐	☐

Faculty Name:

Course Name and Number:

Course URI:

Faculty reviewer:

ATS Instructional Designer:

Date Reviewed: