

EUC Online Course Readiness Review

Course # _____ Course Title _____ University _____

Semester Evaluated _____ Evaluator _____

	Assessment Criteria	Criteria Met	Comments
1.	A course description is included which clearly describes the course, in a manner understandable to the student and course materials and learning activities should match the course description and identified desired course outcomes.		
2.	A syllabus is provided that clearly defines the expectations for the course, which should be available at the time the course is initially advertised.		
3.	The means for interaction are clearly defined for the students.		
4.	Assignments, assessment, relative importance of and weights of various assignments are clear to students.		
5.	Ways in which students get feedback on their assignments are clearly stated, particularly the posting of grades.		
6.	Individual accommodation will be provided when documented need exists.		
7.	Students are provided with the academic policies relative to the course.		
8.	Students are provided information on how to contact the instructor and other contact persons related to the course delivery.		
9.	Course material requirements are included, such as texts, hardware and software needs.		
10.	All course links are active and current.		
11.	Navigation buttons are consistent in both location and design.		
12.	All pages are linked back to the course's main page.		
13.	A title header is included on all pages.		
14.	Backgrounds are simple and use contrasting colors and appropriate fonts to make text easy to read.		