



# Online Instructional Design Stipend

## Online Course Review Sheet

This form will be completed by the course reviewer/Online Learning Coordinator and returned to the instructor. The instructor will then have the option to correct any of the missing components and submit the course for further review. Contact the course reviewer as noted below for clarification on any of the following items. Instructor is to provide reviewer with full access to course site and a copy of the course outline. **Course reviewer can be contacted at 530-938-5345.**

**Instructor:** \_\_\_\_\_ **Course:** \_\_\_\_\_

Component	Meets Standards	Comments
<b>Course Content</b>		
Overall course design		
Course materials		
Addresses SLOs and institutional requirements		
Accounts for multiple learning styles		
Accessibility		
<b>Course Communication</b>		
Instructor communication clearly defined		
Appropriate feedback methods		
Use of discussion forums		
Opportunities for student learning communities		
<b>Assessment</b>		
Assignments		
Tests and quizzes		
Other -		
Other -		

Approval granted on course review

\_\_\_\_\_  
Reviewer Signature

\_\_\_\_\_  
Date

Once this review process is approved, submit this form along with certificates or transcripts in online teaching pedagogy to your Dean or Director, Title III Director, or Flex Committee Chair (depending on funding source). Payment will be made in December or May, depending on semester completed.