



Modified from the [Rubric for Online Instruction](#) by California State University, Chico, licensed under a [CC-BY 3.0 License](#).

SWU Course Development Rubric

For each category, check if the standard has been met and documented in the second box where the demonstration of the standard can be located in the course.

Category 1: Course Introduction & Information

1.1	“Introduction to the Course” page is set as the front page (home) and contains: a) An introduction to the course b) A link to an introduction to the instructor (biography, photograph, and an appropriate self-introduction which presents the instructor as approachable and engaged) c) A link to the embedded syllabus d) A link to the support resources page	<input type="checkbox"/> Check if met
1.2	Course syllabus is easily located and provides complete and clear information as prescribed in the syllabus template.	<input type="checkbox"/> Check if met
1.3	Course contains information and links to campus resources, technical support and support for external tools, and an instructor’s notes page with instructions for future course instructors.	<input type="checkbox"/> Check if met
1.4	Students are provided with an opportunity to introduce themselves to the class.	<input type="checkbox"/> Check if met

4.1	The course leverages technology to enhance student learning and interactively engage students.	<input type="checkbox"/> Check if met
4.2	Course technologies are readily and easily accessible with the use of headings, alt tags, lists, meaningful links, labeled tables, and captioned video/transcribed audio.	<input type="checkbox"/> Check if met
4.3	The course uses appropriate formatting (font, color, etc.) to maximize readability and legibility.	<input type="checkbox"/> Check if met
4.4	All external links are functional.	<input type="checkbox"/> Check if met

4.5	The course includes a formative evaluation of instruction/course design—soliciting student feedback regarding course quality—at or prior to the midpoint of the course.	<input type="checkbox"/> Check if met
		

Modified from the [Rubric for Online Instruction](#) by California State University, Chico, licensed under a [CC-BY 3.0 License](#).

Approved by _____ (CTE) _____ Date
 Approved by _____ (Program Leader) _____ Date
 Approved by _____ (Dean) _____ Date

DEV course copied to Master	Date for Next Review