NCC eDesign Rubric
Online Course

Instructor: _____   Course Reviewer(s): _____

Course Title, Section, and CRN: _____Date of Review: _____

It is expected that the NCC Online Learning Coordinator and the appropriate Department Chair or Program Coordinator complete this rubric together. This collaborative effort will help ensure that the course is designed to align with current best practices in online instruction and also ensure the content and delivery of the course are appropriate for the given discipline. In addition, it is expected that the NCC Online Learning Coordinator and the appropriate Department Chair or Program Coordinator communicate with the course instructor during the review process to ensure a thorough understanding of course delivery is understood by all parties.

Category	Scoring Criteria	Score
Design & Layout	**Course includes Welcome and Getting Started content**	
	The course is organized by sequential modules (using weeks, units, or chapters)that are easy to navigate, logical and consistent.	
	Faculty contact information (email, phone, and office hours) are included within the course.	
	An approved syllabus is posted within the first module of the course.	
	The course is ADA compliant and adopts universal design principles to compliment a variety of learning styles. For example, text formatting, font colors and sizes are consistent, and variety is used minimally and with purpose.	
Content	**The course supports a variety of learning styles and makes use of a variety of delivery forms such as Audio, Visual, Multimedia, Text (minimum of two formats).**	
	Course expectations are clearly defined.	
	Learning content is current.	
	All links are live and current	
	Supplemental materials are provided to support learners at all levels.	
Communication and Interaction	**Announcements are regular and informative**	
	Meaningful and timely feedback is provided on a student's coursework	
	Due dates and deadlines are clearly listed in Canvas	
	Students are required to introduce themselves in an online discussion board	
	Instructor responds to student communications in a meaningful and timely way.	
Assessment	**There is a graded assignment due within the add/drop period.**	
	A variety of assignment types are used to evaluate student performance	
	As appropriate, rubrics are visible for students providing examples of quality work.	
	Some type of deliverable assignment or activity is present in each week of the course.	
	The grade center is set up and aligned with the syllabus, showing a course average.	

Regular and Substantive Interaction **(at least two of the following)**	Instructor created materials are utilized and are current and up to date.	
	There are regularly scheduled activities or discussions in which students and faculty are actively engaged.	
	Student to student interaction is required and supported.	
	Instructor responds to questions about course content and provides personalized feedback to students.	
	Instructor actively facilitates an online meeting session regarding the content of a course.	
Score	**Total Points (out of 100)**	

1 = Not Present or Well Below Expectations
2 = Below Expectations
3= Meets Expectations
4= Exceeds Expectations

Items in **Bold** are Required (3 or better).