



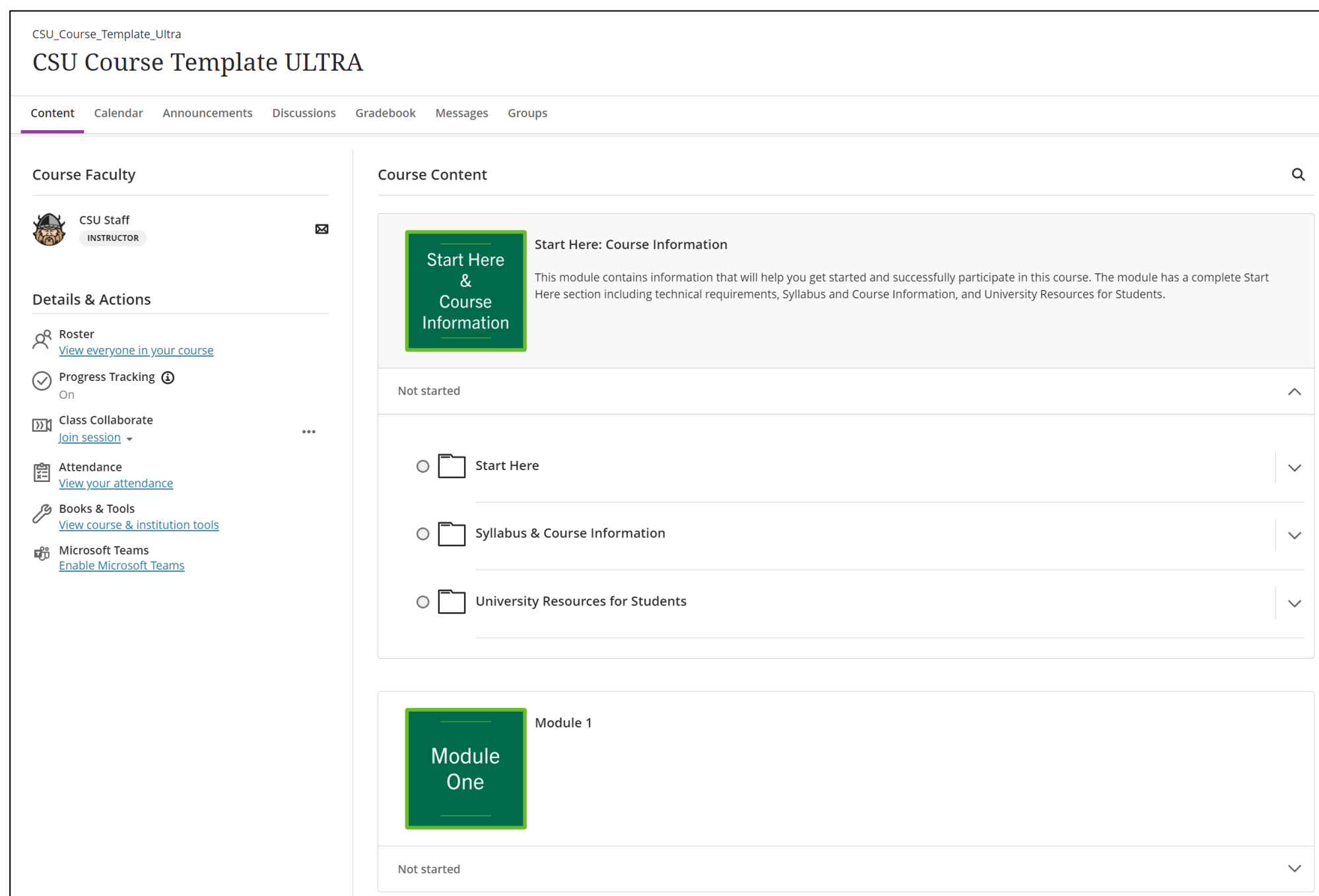
### Purpose

This process aims to elevate a course's design to its highest level, with the goal of fostering continuous improvement of online courses.

Benefits of this structured process are improved student outcomes, easier course management for instructors, reduced workload on course copies, improved evaluation of course's effectiveness, and a consistent student experience.

### Level 1: Initiating

- The course utilizes the CSU Course Template, customized to the instructor, using Learning Modules or folders for content organized by modules.



### Level 2: Progressing

- Module Organizers present in each module stating MLOs and module to-do list

#### Module 3: Organizer

##### Overview:

The emphasis in this learning module will be on the instructor's role in planning an effective learning experience for an online course. We'll begin with a look at establishing measurable learning objectives. Following, we'll plan an instructional unit.

##### After completing this module, you will be able to:

- Analyze and construct learning objectives with measurable outcomes
- Plan a course module with assessments, instructional materials, and learner activities that align with and help support your measurable learning objectives

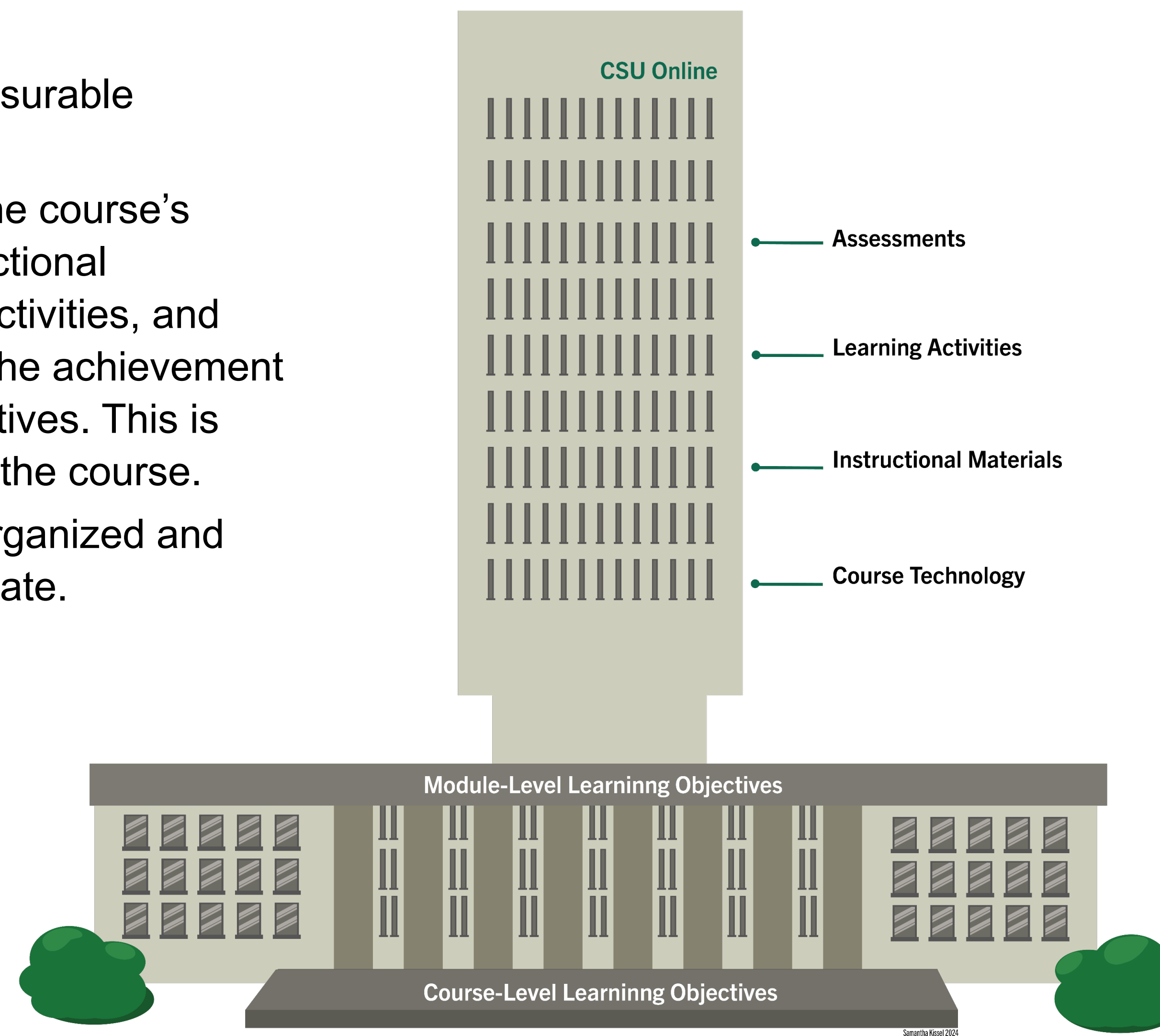
##### Module 3 Activities:

- Review the Faculty Course Planning Guide
- Read and review the learning materials
- Module 3 Review Quiz
- Assignment: Map one module of your course using the Course Map template provided
- Optional: Review content in the "Additional Resources" folder for more information about learning objectives, fair use and copyright, and online instruction
- Read the Module Wrap-Up

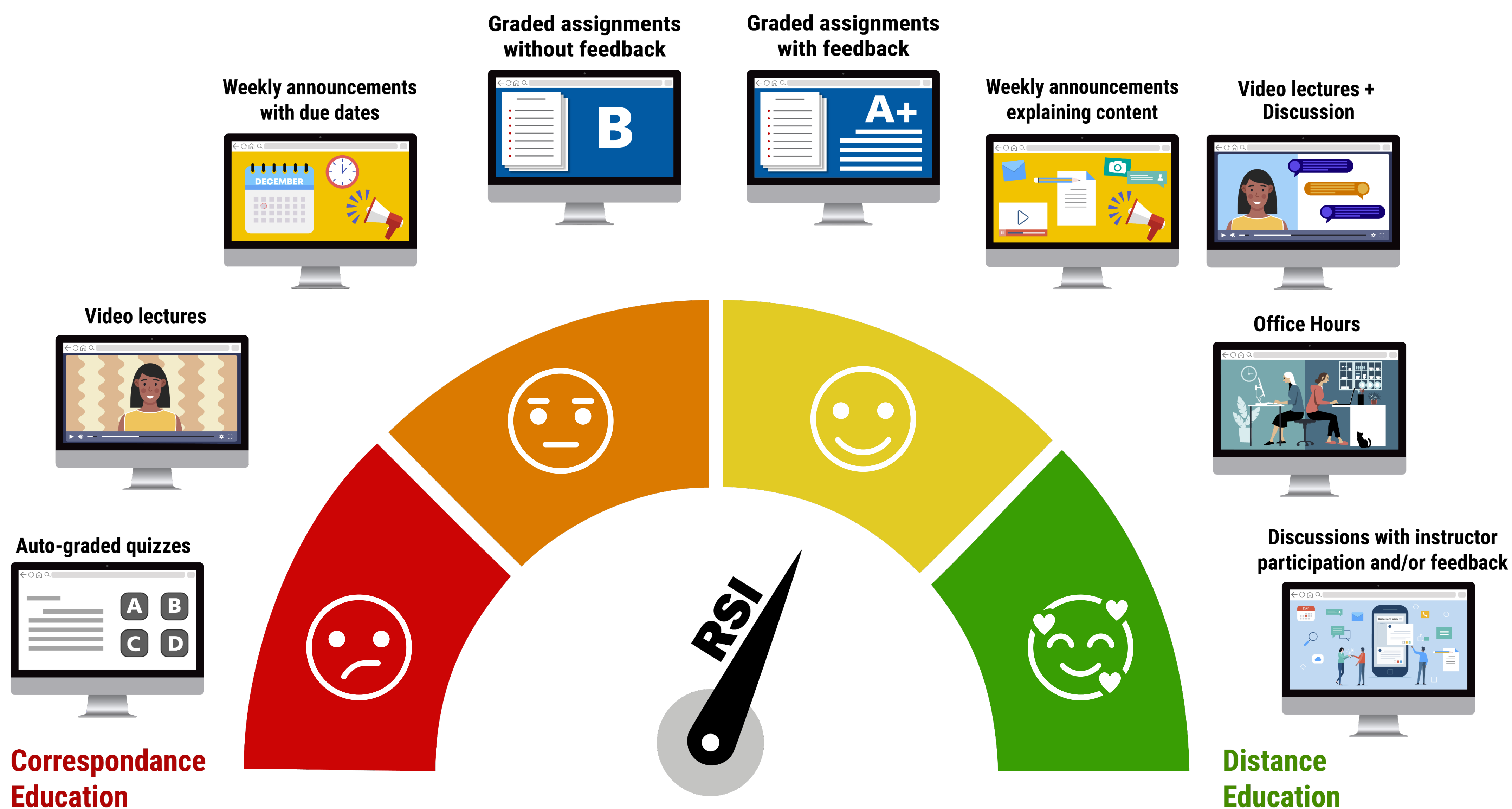
### Level 3: Achieving

#### Course Alignment Map Complete

- The course has measurable learning objectives
- Alignment is when the course's assessments, instructional materials, learning activities, and technology support the achievement of the learning objectives. This is implemented fully in the course.
- The course is well organized and adheres to the template.



#### Instructor Has a Plan for Regular and Substantive Interaction with Students



### Level 4: Mastering

- Course ready for official QM Review including meeting Text-based accessibility standards

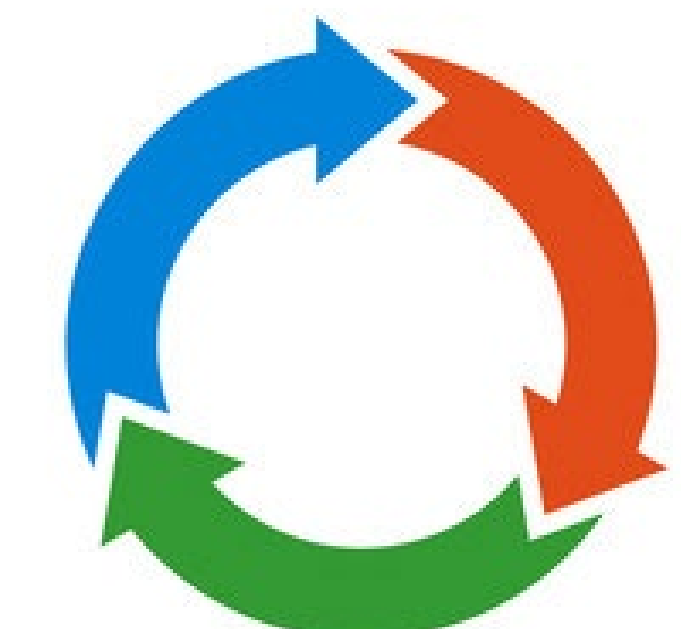


### Level 5: Exceeding

- The course has been QM-certified or re-certified



#### Ongoing: Continuous Improvement Cycle



The course has now been taught a few times and changes should be revisited to see how they fit into the course as it was originally certified or intended. This could mean potential changes to the course map, assignments, activities and materials, and teaching strategies. If not pursuing an official QM Review, this Continuous Improvement Cycle is essential to maintaining course quality.