



Institution: North Central Texas College

Course Code: INEW2334 North C010715

Course Number: INEW2334

Course Name: Advanced Web Programming (HTML5)

Course Representative: Jake McBee

Review Start Date: 2015-10-19

Review End Date: 2015-12-24

Review Type: Subscriber-Managed Review

General Standard 1: Course Overview and Introduction: The overall design of the course is made clear to the learner at the beginning of the course.

Overview Statement: The course overview and introduction set the tone for the course, let learners know what to expect, and provide guidance to ensure learners get off to a good start.

STANDARD 1.1 - (3 Points) Required

1.1 Instructions make clear how to get started and where to find various course components.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The class has a clear start here element. The narrative is clear and explains the steps that will begin the class. The use either a "link" or a start arrow for the video might be explored to improve clarity. Captioning the intro video would also be helpful.

Reviewer Recommendations:

Instructions on Course Home page and in the Welcome Video lead learners to the Start Here module. Learners are then directed to the syllabus, schedule, course materials, course policies and introductory discussion.

The Technology Help page includes navigation informatino for the LMS. I would recommend adding detailed navigational instructions regarding the content in the course modules as well.

Reviewer Recommendations:

Standard 1.1 states, "Instructions provide a general course overview, present the schedule of activities, guide the learner to explore the course site, and indicate what to do first, in addition to listing detailed navigational instructions for the whole course."

INEW2334 meets Standard 1.1. Clear directions are provided on the course homepage that direct the students to the Start Here module. That module contains additional information related to materials, policies and the syllabus.

STANDARD 1.2 - (3 Points) Required

1.2 Learners are introduced to the purpose and structure of the course.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The home page and the syllabus have this information. The structure is implied via the syllabus and the schedule. Stating that the course has x modules and the type of task for each module might be helpful. Using HTML files rather than PDF would make the content more readable with perhaps an option for a printable PDF.

Reviewer Recommendations:

Information is provided on the syllabus page with the goals of the course and general expectations. The Start Here page lists course learning outcomes, links to a schedule of activities, and additional information on course materials and policies.

I would recommend that the text in the instructions and the links use the same naming conventions. (e.g. "Course and Campus Policies" in the instructions and only "Policies" as the link name.

Reviewer Recommendations:

Standard 1.2 states, "Information is provided to help learners understand the purpose of the course and how the learning process is structured and carried out, including course schedule, delivery modalities (online or blended), modes of communication, types of learning activities, and how learning will be assessed."

INEW2334 meets Standard 1.2. Instructor provides students with a short course walkthrough in the form of a video. See Standard 1.1 for additional feedback.

STANDARD 1.3 - (2 Points)

1.3 Etiquette expectations (sometimes called "netiquette") for online discussions, email, and other forms of communication are clearly stated.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

Information related to student behavior is located in a policy module. The actual details are outside of the class and linked. Putting the information in the class either in the syllabus or in the getting start area would help students understand the expectation a bit more quickly.

Reviewer Recommendations:

Expectations for how learners are to communicate online and in the classroom are clearly stated.

I would recommend adding a link to the "Netiquette" web page that is referenced in the Coffee Shop discussion module.

Reviewer Recommendations:

Standard 1.3 states, "Expectations for how learners are to communicate online and in the classroom are clearly stated. Since learner behavior is culturally influenced, it is important to be explicit about standards for communication that apply in the course. The substance of etiquette expectations is not to be evaluated."

Netiquette rules are linked in the Coffee House forum and the Course and Campus Policies page. As a result INEW2334 meets Standard 1.3.

STANDARD 1.4 - (2 Points)

1.4 Course and/or institutional policies with which the learner is expected to comply are clearly stated, or a link to current policies is provided.

Points Possible: 2**Points Awarded:** 2**Result:** MET (Yes: 3, No: 0)**Reviewer Recommendations:**

Policies such as student conduct, academic integrity, late submission of assignments, the grade of "Incomplete," withdrawal without penalty, confidentiality in the classroom, student grievances, electronic communication, academic integrity and late submission policies are in the course. Either in the campus policies page or the syllabus. Having all the information in a single location might make navigation easier.

Reviewer Recommendations:

The Course and Campus policies contains detailed expectations for learner Participation & Attendance and Online Communication Guidelines. Links are also included to assorted Campus Policies.

The links to the Plagiarism: What You Need to Know Tutorial and Scholastic Integrity are not working and need to be updated. Information on Instructor Policies should be included.

Reviewer Recommendations:

For Standard 1.4 academic integrity and late submission policies are especially important. Late submission policy was located in Syllabus, other policies on Campus and Course Policies page. Course meets Standard 1.4.

STANDARD 1.5 - (2 Points)

1.5 Minimum technology requirements are clearly stated and instructions for use provided.

Points Possible: 2**Points Awarded:** 2**Result:** MET (Yes: 3, No: 0)**Reviewer Recommendations:**

Information about prerequisite knowledge and/or competencies is found within the course, in documents linked to the course, or in supporting material provided to the learner by another means. This class has very clear information on the text and software. Including the minimum specifications for the computer OS, browser etc would be very helpful to students.

Reviewer Recommendations:

"Learners are provided with detailed, clearly worded information regarding the technologies they will need throughout the course."

Required software is listed on the Course Materials page, but no information on how and where to obtain the software, nor how to use. Software and Technology Help link refers only to the LMS not the course content.

The web addresses for the recommended software are included in a link to a file in the Module 1 Discussion. For purposes of clarity, the details should be included on this page.

Reviewer Recommendations:

Standard 1.5 states, "Learners are provided with detailed, clearly worded information regarding the technologies they will need throughout the course. The word "technologies" covers a wide range, including hardware, software, subscriptions, and plug-ins."

Course materials page covers Standard. 1.5.

STANDARD 1.6 - (1 Point)

1.6 Prerequisite knowledge in the discipline and/or any required competencies are clearly stated.

Points Possible: 1**Points Awarded:** 1**Result:** MET (Yes: 3, No: 0)**Reviewer Recommendations:**

Information about prerequisite knowledge and/or competencies is found within the course, in documents linked to the course, or in supporting material provided to the learner by another means. Look for a link to that information and/or a reminder of it for the learner. In the syllabus it states that there are no prerequisites. A bit more detail on basic computer skill expectations might be helpful.

Reviewer Recommendations:

Information about prerequisite knowledge and/or competencies is found on the syllabus page and in the Syllabus file.

Reviewer Recommendations:

Prerequisites clearly listed in Syllabus. INEW2334 meets Standard 1.6.

STANDARD 1.7 - (1 Point)

1.7 Minimum technical skills expected of the learner are clearly stated.

Points Possible: 1

Points Awarded: 1

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

General as well as course-specific technical skills learners must have to succeed in the course are specified.

Examples of technical skills might include

1. Using the learning management system
2. Using email with attachments
3. Creating and submitting files in commonly used word processing program formats
4. Copying and pasting
5. Downloading and installing software
6. Using spreadsheet programs
7. Using presentation and graphics programs

In the syllabus it states that there are no prerequisites. A bit more detail on basic computer skill expectations might be helpful.

Reviewer Recommendations:

The Technology page clearly states the minimum technical skills expected. However, this conflicts with the prerequisites statement on the syllabus, "There are no prerequisites for this course although a basic knowledge of the web is assumed."

Instructor may want to modify the Syllabus page to avoid misunderstanding by the learners.

Reviewer Recommendations:

Minimum technical skills are clearly listed on the Technology page. Standard 1.7 is met in this course. Students would benefit by making this page more prominent.

STANDARD 1.8 - (1 Point)

1.8 The self-introduction by the instructor is appropriate and is available online.

Points Possible: 1

Points Awarded: 1

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The initial introduction creates a sense of connection between the instructor and the learners. It presents the instructor as professional as well as approachable, and includes the essentials, such as the instructor's name, title, field of expertise, email address, phone number, and times when the instructor is typically online or may be reached by phone.

Expectations of the relationship and communication style between teacher and learner are culturally influenced. Including information about the role of the instructor and how to address the instructor is helpful to learners from all backgrounds.

The self-introduction helps learners get to know the instructor and, in addition to the essentials mentioned above, could include

1. Comments on teaching philosophy
2. A summary of past experience with teaching online courses
3. Personal information such as hobbies, family, travel experiences, etc.
4. A photograph, audio message, or video (including alternative formats to ensure accessibility)

The class has a very clear introduction video. It might be captioned or have a transcript added to accommodate a range of learning types.

Reviewer Recommendations:

The Instructor includes a brief introduction in the Welcome Video and a link to a short bio on the Course Materials page.

I would recommend either having the bio open on a new page or adding a link back to the Course Materials page.

Reviewer Recommendations:

Self-introduction is available on the course homepage as a video to students. It is hosted via YouTube and embedded in the course. YouTube does provide the video with automated captioning, however that service is notoriously imprecise therefore it would benefit students to have a video transcript, or narrative detailing the same information as well.

STANDARD 1.9 - (1 Point)

1.9 Learners are asked to introduce themselves to the class.

Points Possible: 1

Points Awarded: 1

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

Learner introductions at the beginning of the class help to create a welcoming learning environment and a sense of community. Learners are asked to introduce themselves and given guidance on where and how they should do so.

Learner introductions at the beginning of the class help to create a welcoming learning environment and a sense of community. This is well done in the course. Learners are asked to introduce themselves and given guidance on where and how they should do so. One of the first tasks in the class is for students to introduce themselves.

Reviewer Recommendations:

Learners are asked to complete an introduction via a discussion posting as the first assignment. Learners are given specific topics to address in their introductions and have the option of creating a video for their introduction.

Reviewer Recommendations:

Standard 1.9 states, "Learner introductions at the beginning of the class help to create a welcoming learning environment and a sense of community. Learners are asked to introduce themselves and given guidance on where and how they should do so."

INEW2334 meets Standard 1.9 by way of an Introductions forum in the Start Here module. Consider encouraging students to participate in the forum by way of the Kaltura Media tool. Video adds another layer of personality to the experience.

General Standard 2: Learning Objectives (Competencies): Learning objectives or competencies describe what learners will be able to do upon completion of the course.

Overview Statement: The learning objectives or competencies establish a foundation upon which the rest of the course is based.

STANDARD 2.1 - (3 Points) Required

2.1 The course learning objectives, or course/program competencies, describe outcomes that are measurable.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

Measurable course learning objectives or competencies precisely and clearly describe what learners will learn and be able to do if they successfully complete the course.

Both the course and each module has a clear learning outcome identified with criteria used to measure that outcome.

Reviewer Recommendations:

"Measurable course learning objectives or competencies precisely and clearly describe what learners will learn and be able to do if they successfully complete the course."

The course lists 4 measurable Learning Outcomes.

Reviewer Recommendations:

Standard 2.1 states, "Measurable course learning objectives or competencies precisely and clearly describe what learners will learn and be able to do if they successfully complete the course. Course objectives or competencies describe desired learner mastery using terms that are specific and observable enough to be measured by the instructor."

INEW2334 meets Standard 2.1. Course level objectives (CLO) are clearly stated in the Start Here module and use a simple numbering system for associating each with their respective module level objectives. Moreover the action words used to convey each CLO are appropriate and measurable.

STANDARD 2.2 - (3 Points) Required

2.2 The module/unit learning objectives or competencies describe outcomes that are measurable and consistent with the course-level objectives or competencies.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course does a nice job of linking each of the module level outcomes with the overall class learning outcome. The course level outcome might be clarified for nontechnical users by defining terms such as dynamic with regard to websites.

Reviewer Recommendations:

For the most part, the module learning objectives are measurable and consistent with the course-level objectives. However, I believe there are issues with the Module 1 and Module 2.

The Module 1 Outcomes are actions the student will complete, not outcomes that are "Measurable and consistent with the course-level objectives or competencies and need to be reworded"

- Get acquainted with the course and classmates (this actually is completed in the Getting started module)
- Get set up with required software and applications for the class

The Module 2 Objectives need to be reworded to be "measurable and consistent with the course-level objectives or competencies".

Reviewer Recommendations:

Standard 2.2 states, "Learning objectives or competencies at the module/unit level align with and are more specific than course objectives or competencies. The module/unit learning objectives or competencies describe learner mastery in specific, observable terms and in smaller, discrete pieces. The objectives or competencies precisely describe the specific competencies, skills, and knowledge learners are able to master and demonstrate at regular intervals throughout the course."

INEW2334 meets Standard 2.2 by way of an Objectives page in each module. This page details both the CLO and more specific module level objects. Like the CLOs the MLO language is clear and measurable.

STANDARD 2.3 - (3 Points) Required

2.3 All learning objectives or competencies are stated clearly and written from the learner's perspective.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

All learning objectives or competencies are stated clearly and written from the learner's perspective. Nice clear design used to start each module with the LO.

Reviewer Recommendations:

The course and module/unit learning objectives or competencies are stated clearly and prominently in the online classroom for all course delivery formats. The course-level objectives or competencies are articulated in the course introduction and syllabus, and the module/unit-level objectives or competencies appear in each module/unit.

Reviewer Recommendations:

INEW2334 meets Standard 2.3. The learning objectives allow learners, including non-native speakers, to easily grasp their meaning and the learning outcomes expected. The use of educational or discipline jargon, unexplained terminology, and unnecessarily complex language is avoided whenever possible.

STANDARD 2.4 - (3 Points) Required

2.4 The relationship between learning objectives or competencies and course activities is clearly stated.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course has clear learning objectives that seem to support the learning outcome the standard calls for: having Learning objectives or competencies integrated throughout the course and are not just listed in the syllabus. And that a relationship exists between the stated learning objectives or competencies and the activities learners are asked to complete.

Examples of course components that clarify the relationship:

1. Links from assignments to the relevant course objectives or competencies
2. A numbering system that shows how course activities correspond to learning objectives or competencies
3. A narrative explaining how the course activities enable learners to meet the objectives or competencies

Reviewer Recommendations:

While the Learning objectives and outcomes are integrated throughout the course. The relationship between the stated learning objectives and the activities learners are asked to complete is not clearly stated.

"Examples of course components that clarify the relationship:

1. Links from assignments to the relevant course objectives or competencies
2. A numbering system that shows how course activities correspond to learning objectives or competencies
3. A narrative explaining how the course activities enable learners to meet the objectives or competencies"

Reviewer Recommendations:

Numbering system used.

STANDARD 2.5 - (3 Points) Required

2.5 The learning objectives or competencies are suited to the level of the course.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course does a nice job of keeping the objectives at an appropriate level for an HTML course. I am a bit concerned that the course title is advance web programming. This class is primarily HTML, with some java script and jquery. An advanced programming class might include PHP, or Python and other languages. Perhaps this is advance HTML or intermediate web design.

Reviewer Recommendations:

I feel that the learning objectives are suited to the level of the course. (I would defer to the Subject Matter expert if he feels that is not the case.)

Reviewer Recommendations:

Standard 2.5 states, "Expected content mastery is appropriate to the type and level of the course. Taxonomies that describe levels of learning can be helpful in categorizing learning objectives or competencies by level and in enabling reviewers to determine whether the objectives or competencies correspond to the course."

INEW2334 meets Standard 2.5 by way of action words that draw from the Understand and Apply levels of Blooms. These are appropriate levels for a 2XXX course in a technical field. Consider changing those that use "Develop..." to something a little more concrete, such as "Construct..." or "Demonstrate..."

General Standard 3: Assessment and Measurement: Assessments are integral to the learning process and are designed to evaluate learner progress in achieving the stated learning objectives or mastering the competencies.

Overview Statement: Assessment is implemented in a manner that corresponds to the course learning objectives or competencies and not only allows the instructor a broad perspective on the learners' mastery of content but also allows learners to track their learning progress throughout the course.

STANDARD 3.1 - (3 Points) Required

3.1 The assessments measure the stated learning objectives or competencies.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

From the types of assessments chosen, it is clear that learners can successfully complete the assessments if they have met the objectives or competencies stated in the course materials and learning activities.

The course uses a good balance of assignments and assessments.

Reviewer Recommendations:

The information included in the Assignments and Final project are not sufficient for me to adequately evaluate this standard. More details as to what the student is accomplishing in the assignment could be included in the description. A rubric would also assist in knowing what the instructor's expectations are.

I do think that the Midterm and Final exams measure the stated learning objectives.

Reviewer Recommendations:

INEW2334 meets Standard 3.1. Reviewing the activities and assessments it is clear that learners can successfully complete the assessments if they have met the objectives or competencies stated in the course materials and learning activities. As stated in the above feedback, implementing some sort of numbering system to explicate alignment between all course elements would be helpful. One is already used to align course and module level objectives, however it would be helpful to extend it to activities, assessments, and materials as well.

STANDARD 3.2 - (3 Points) Required

3.2 The course grading policy is stated clearly.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The points, percentages, and weights for each component of the course grade are clearly stated. The relationship(s) between points, percentages, weights, and letter grades are explained. The instructor's policy on late submissions is clearly stated and well documented for easy review by students.

Reviewer Recommendations:

The syllabus explains how the course grades are calculated. The points, percentages, and weights for each component of the course grade are clearly stated. The relationship(s) between points, percentages, weights, and letter grades are explained.

However, the instructor should publish their policy on late submissions and the Group designations on the Grades page of the LMS should match the Elements listed in the syllabus.

Reviewer Recommendations:

INEW2334 does not meet Standard 3.2. The Syllabus includes a clear, written statement that fully explains how the course grades are calculated. The points, percentages, and weights for each component of the course grade are clearly stated. The relationship(s) between points, percentages, weights, and letter grades are explained. Late submission policy was located on the Syllabus page, although it took some digging to locate. Since this is a critical component to this standard I strongly recommend highlighting this item in some way, such as bold text or blockquote.

STANDARD 3.3 - (3 Points) Required

3.3 Specific and descriptive criteria are provided for the evaluation of learners' work and are tied to the course grading policy.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course does a nice job of listing the learning outcomes. Adding an assignment check list with specific tasks might be considered.

Reviewer Recommendations:

Learners are not provided with a clear and complete description of the criteria that will be used to evaluate their work and participation in the course. The type of assignments for which students will be evaluated are stated upfront at the beginning of the course. There is no clear criteria given to the learners so they can understand how a grade on the Module assignments will be calculated. Suggested "criteria may be in the form of a detailed checklist, rubric, or other instrument for identifying the various levels of learner mastery."

Reviewer Recommendations:

Standard 3.3 outlines the importance of grading criteria being communicated explicitly and upfront about all course activities and assessments. The course does a nice job of communicating this information from the onset, at the overall course level; however, it falls short in terms of individual assignments. Criteria is provided for discussion and the web development assignments. The latter use rubrics in Canvas. This is ideal for these type assignments. INEW2334 meets Standard 3.3.

STANDARD 3.4 - (2 Points)

3.4 The assessment instruments selected are sequenced, varied, and suited to the learner work being assessed.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The class does have a good assortment of assessment. The assignments are not clear due to their location. The syllabus has discussion and lectures listed and pages but no numbers so it is difficult to understand what is being assessed.

Reviewer Recommendations:

The course includes a variety of assessments throughout the course including assignments, tests, and a final project.

Reviewer Recommendations:

Standard 3.4 states, "Assessments are varied in order to provide multiple ways for learners to demonstrate mastery, and to accommodate diverse learners."

INEW2334 meets Standard 3.4 by way of regularly spaced assignments (site development tasks), self assessments using quizlet and discussions. Mid-term and final exams are also included in the course.

STANDARD 3.5 - (2 Points)

3.5 The course provides learners with multiple opportunities to track their learning progress.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course makes good use of a variety of tools such as self assessment and quizzes to track efforts. The class also uses the LMS features to show the learner their progress.

Reviewer Recommendations:

Learners are provided with self-assessments to monitor their own learning in the course. Grades are readily available via the link on the course navigation tools bar and instructor feedback is also available in the course assignments.

Reviewer Recommendations:

Standard 3.5 states, "Learning is more effective if learners receive frequent, substantive, and timely feedback. The feedback may come from the instructor directly, from assignments and assessments that have feedback built into them, or even from other learners."

Quizlet self-checks are an excellent method of providing regularly sequenced immediate feedback. Grades are easily accessible via the course navigation toolbar. Instructor feedback on graded activities and assessments is also available via each submission within Grades and also via the Conversations Inbox in Canvas.

General Standard 4: Instructional Materials: Instructional materials enable learners to achieve stated learning objectives or competencies.

Overview Statement: The focus of this Standard is on supporting the course objectives and competencies, rather than on qualitative judgments about the instructional materials.

STANDARD 4.1 - (3 Points) Required

4.1 The instructional materials contribute to the achievement of the stated course and module/unit learning objectives or competencies.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The text and materials seem to align with the intent of the class. Having access to an e version of the text might be considered.

Reviewer Recommendations:

The instructional materials used in the course align with the course and module learning objectives

Reviewer Recommendations:

Standard 4.1 states, "The materials align with the learning objectives or competencies in a clear and direct way and provide the information and resources learners need to achieve the stated learning objectives or competencies." INEW2334 meets Standard 4.1.

STANDARD 4.2 - (3 Points) Required

4.2 Both the purpose of instructional materials and how the materials are to be used for learning activities are clearly explained.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 2, No: 1)

Reviewer Recommendations:

The text appears to be a good fit. A bit of additional information as to how all the elements work together might make the course easier to understand for some students.

Reviewer Recommendations:

Learners are not provided with an explanation of how the instructional materials, resources, technologies, and learning activities are used in the course, and how each will help them achieve the stated learning objectives.

While the To Do List and the organization of the materials in the course leads the Learner through the instructional materials in each module, there is not a clear explanation of what how the materials are used. This could easily be added to the Course Materials page in the Getting Started Module.

Reviewer Recommendations:

Standard 4.2, "Learners are provided with an explanation of how the instructional materials, resources, technologies, and learning activities are used in the course, and how each will help them achieve the stated learning objectives or help them prepare to demonstrate course competencies."

Relationship between the materials, outcomes and activities are implied by way of the organizational structure of the course. As such INEW2334 meets Standard 4.2.

STANDARD 4.3 - (2 Points)

4.3 All instructional materials used in the course are appropriately cited.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

There only appears to be a single test which is cited in the syllabus. The video used are also attributed. Adding the information to the end of the syllabus as a citation area could make it easier to revisit resources as needed.

Reviewer Recommendations:

Videos links have appropriate URL citations. PowerPoint Presentations have citations listed in the footers of each slide.

Reviewer Recommendations:

Standard 4.3 states, "Citations for instructional materials model the practices learners are expected to follow for documenting references. At minimum, a citation includes the author or owner name; date of publication; resource title, if supplied; and URL or source."

INEW2334 meets Standard 4.3 at the 85% level. Videos are properly cited throughout the course. The textbook information at https://nctc.instructure.com/courses/10310/pages/course-materials?module_item_id=357875 is however not a true citation. Update the textbook citation and consider placing a link to <https://www.google.com/webhp?sourceid=chrome-instant&ion=1&espy=2&ie=UTF-8#q=9781890774837>.

STANDARD 4.4 - (2 Points)

4.4 The instructional materials are current.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course makes good use of support materials. The text and video material are current.

Reviewer Recommendations:

The textbook is the current edition, published in 2015. Software recommended also meet current standards.

Reviewer Recommendations:

Standard 4.4 states, "The instructional materials represent up-to-date thinking and practice in the discipline."

The textbook and suggested software are current. However I encourage the course representative to include 2-3 more options in terms of Web Authoring software. Adobe Dreamweaver is the industry standard and should be mentioned, particularly if this course is part of a sequence where a lower level Introduction to HTML and CSS is offered. Same holds true for the FTP client. It's good to offer more than one suggestion. Be sure to present each suggestion as a hyperlink, and don't forget to cite each as well.

INEW2334 meets Standard 4.4.

STANDARD 4.5 - (2 Points)

4.5 A variety of instructional materials is used in the course.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The class makes use of PPT, Video, readings, formative self evaluations and assignments for a variety of materials.

Reviewer Recommendations:

The various instructional materials used by the course includes PowerPoint presentations and embedded videos to complement the textbook. The contents of the powerpoint slides is not always clear and some contain images that do not have alt tags.

I would recommend adding "notes" to the presentations to clarify the concepts and tie in with the textbook the images, and the video tutorials.

Reviewer Recommendations:

Standard 4.5 states, "The course presents a variety of relevant instructional materials that may include textbooks and other publications, instructor-created resources, websites, and multimedia."

INEW2334 meets Standard 4.5 by way of a variety of textbook materials, software interactions, embedded videos and links to external resources like WebAIM and W3C.

STANDARD 4.6 - (1 Point)

4.6 The distinction between required and optional materials is clearly explained.

Points Possible: 1

Points Awarded: 1

Result: MET (Yes: 2, No: 1)

Reviewer Recommendations:

Clear listing of recommended material located in the course material area.

Reviewer Recommendations:

Information regarding required or optional materials in the syllabus is not consistent with the information on the Course Materials page.

Syllabus:

- www.murach.com for student data files, applications, and examples
- Required Software: Text Editor (Aptana Studio 3 recommended)
- Flash drive 2gb or larger

Course materials page:

- Textbook: Murach's HTML5 and CSS3, ISBN: 978-1-890774-83-7
- Software: You will need a text editor (Aptana Studio 3 recommended) and an FTP application (FileZilla recommended) for this course.

Reviewer Recommendations:

Standard 4.6 states, "Clear explanations are provided to learners regarding which materials and resources are required and which are optional. Instructors are expected to clearly indicate which materials learners must acquire and use to complete course activities and assignments."

INEW2334 does not meet Standard 4.6. It is clear in multiple locations that the student needs certain software. On the materials page there is however no mention of the external USB drive, nor is there any distinction anywhere in the course between required and recommended. In fact the stock syllabus section that addresses materials is titled required and recommended. This reviewer recommends to the institution to make that distinction clearer. Have a sub-section titled required, and another sub-section titled recommended.

General Standard 5: Course Activities and Learner Interaction: Course activities facilitate and support learner interaction and engagement.

Overview Statement: Course components that promote active learning contribute to the learning process and to learner persistence.

STANDARD 5.1 - (3 Points) Required

5.1 The learning activities promote the achievement of the stated learning objectives or competencies.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The learning activities promote the achievement of the stated learning objectives or competencies. Adding a cohesive listing of the activities and the matching competency might be considered. All the information exists but in a combination of locations.

Reviewer Recommendations:

The course includes a variety of learning activities that align with the course and module objectives or competencies and engage the learners in activities that promote mastery of the stated learning objectives or competencies.

Reviewer Recommendations:

Standard 5.1 states, "The purpose of learning activities is to facilitate the learner's achievement of the stated objectives or competencies. Learning activities align with the course and module objectives or competencies, as well as with assessments, instructional materials, and course technologies (see Standards 2.1, 2.2, 3.1, 4.1, and 6.1), by engaging learners in activities that promote mastery of the stated learning objectives or competencies."

INEW2334 uses a regularly sequenced mix of assignments/exercises, discussions and quizzes/exams. Random review of these elements against their respective module level objectives shows them to be appropriate and well-aligned. Might consider numbering these activities and assessments with their corresponding module level objectives. INEW2334 meets Standard 5.1.

STANDARD 5.2 - (3 Points) Required

5.2 Learning activities provide opportunities for interaction that support active learning.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The learning activities include a variety of interactions that promote active learning. The course makes use of several types of interactions between learners and the instructors as well as self evaluation.

Reviewer Recommendations:

The course provides opportunities for learner-teacher interaction through the assignment drop boxes, learner-learner interactions through the discussion modules, and learner content interaction through the readings and videos..

Reviewer Recommendations:

Standard 5.2 states, "Activities encourage learners' engagement through different types of interaction as appropriate to the course. Interactions are designed as activities to support the course objectives or competencies and may vary with the discipline, purpose, and level of the course."

INEW2334 meets Standard 5.2 through various activities, primarily discussions, that promote both learner-teacher and learner-learner interactions.

STANDARD 5.3 - (3 Points) Required

5.3 The instructor's plan for classroom response time and feedback on assignments is clearly stated.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

Students are informed that they will get a response in 24-48 hours depending on the day of the week. Much of the material results in an almost immediate response from the LMS systems.

Reviewer Recommendations:

The instructor's plan for classroom response time and feedback on assignments is clearly stated on the Course and Campus policies page:

Instructor Response Time - Please allow 24 hours during the week and 48 hours on the weekend for responses. Assignments will be graded within one calendar week of the due date.

Reviewer Recommendations:

Standard 5.3 is met by way of the following statement in the Syllabus, "Please allow up to 24 hours for a reply during the week and 48 hours over the weekend."

STANDARD 5.4 - (2 Points)

5.4 The requirements for learner interaction are clearly stated.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The requirements for learner interaction are clearly stated. This information is part of the syllabus and on the policy page.

Reviewer Recommendations:

Course Participation & Attendance guidelines are located on the Course and Campus Policies page.

I would recommend that the last item on the Bulleted list "Grading Policy" be demoted or removed from the list as it should begin a new section

Reviewer Recommendations:

Standard 5.4 is met by way of the Additional Information section in the Syllabus. That section directly addresses expectations for student interaction in the course.

General Standard 6: Course Technology: Course technologies support learners' achievement of course objectives or competencies.

Overview Statement: The technologies enabling the various course components facilitate rather than impede the learning process.

STANDARD 6.1 - (3 Points) Required

6.1 The tools used in the course support the learning objectives or competencies.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course makes good use of the tools in both the LMS and external web tools. Discussion boards, drop boxes, quizzing tools as well as simulation videos are used.

Reviewer Recommendations:

Tools that are used support the learning objectives or competencies and fit the learning activities.

Technology is not used simply for its own sake.

Reviewer Recommendations:

INEW2334 meets Standard 6.1. The technology used in the course is not used for its own sake but for the achievement of the stated course-level and module-level outcomes.

STANDARD 6.2 - (3 Points) Required

6.2 Course tools promote learner engagement and active learning.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course makes good use of the LMS tools and a variety of types of engagement.

Reviewer Recommendations:

Tools used in the course to promote learner engagement and active learning include:

- Discussion tools
- Automated self-check exercises requiring learner responses

Reviewer Recommendations:

Standard 6.2 is met in INEW2334. The tools help learners actively engage in the learning process rather than passively absorb information. Selected tools help the learner actively engage in the course by facilitating interactions with the instructor, course materials, and other learners.

STANDARD 6.3 - (2 Points)

6.3 Technologies required in the course are readily obtainable.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

Technologies required in the course are readily obtainable. All the information about applications and the processes are well explained. Gathering all the technology information under one area might be helpful.

Reviewer Recommendations:

The technologies required in the course are readily available by downloading.

I would recommend that the information and links regarding the download of the software be available on the Course Materials page as well as in the Module 1 discussion module.

Reviewer Recommendations:

INEW2334 meets Standard 6.3. All required technologies are easily obtainable, through download, purchase at the bookstore, or another means.

The course rep should consider providing additional options for web development software, as well as addressing Windows v. Mac options. See feedback for Standard 4.4 for more information.

STANDARD 6.4 - (1 Point)

6.4 The course technologies are current.

Points Possible: 1

Points Awarded: 1

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The technologies are current. The applications required and the instruction tool are current. The same technologies are used well through out the course.

Reviewer Recommendations:

The technologies used to complete the assignments are current.

Reviewer Recommendations:

INEW2334 meets Standard 6.4. See feedback for Standard 4.4 for more information concerning course tools.

STANDARD 6.5 - (1 Point)

6.5 Links are provided to privacy policies for all external tools required in the course.

Points Possible: 1

Points Awarded: 1

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

a link to external privacy policies was evident. Links regarding internal policies were clear and well located.

Reviewer Recommendations:

A link is included in the LMS to its privacy policy. The course links to many YouTube videos and there is no indication of the privacy policy.

Reviewer Recommendations:

INEW2334 meets Standard 6.5 by way of a Fine Print page.

General Standard 7: Learner Support: The course facilitates learner access to institutional support services essential to learner success.

Overview Statement: It is important to ensure online learners know they have access to and are encouraged to use the services that support learners at the institution. In the Learner Support Standard, four different kinds of support services are addressed: technical support, accessibility support, academic services support, and student services support.

STANDARD 7.1 - (3 Points) Required

7.1 The course instructions articulate or link to a clear description of the technical support offered and how to obtain it.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 2, No: 1)

Reviewer Recommendations:

All support services are well documented and linked in both the syllabus and in the external policy area.

Reviewer Recommendations:

The course has links to the robust Canvas LMS Help site and there is also a direct "Help" link at the top of the course pages.

I would recommend that clearly worded directions for obtaining support for externally provided resources (e.g., the Aptana software, the FTP client, the materials required for the textbook assignments, and any other activities also be included.

Reviewer Recommendations:

INEW2334 meets Standard 7.1 by way of a Get Help link on the Start Here page in the course: https://nctc.instructure.com/courses/10310/pages/start-here-course-information?module_item_id=357873. Help is also available by clicking the Help link in the top right corner from anywhere inside Canvas. Screenshot that points to that link might be helpful for students as well.

STANDARD 7.2 - (3 Points) Required

7.2 Course instructions articulate or link to the institution's accessibility policies and services.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The class and the institutional accessibility policy are well articulated and linked.

Reviewer Recommendations:

There is no obvious articulation of or link to the institution's accessibility policies and services. There is a paragraph in the syllabus referring to the Office for Students with Disabilities (OSD), but this information should be included prominently in the course.

Reviewer Recommendations:

Standard 7.2 is met in INEW2334. The Syllabus appears to contain the official statement from the college. Additional information is available by clicking the Help link in the top right corner of Canvas, including a link to the Canvas Accessibility page. While this does in essence put the course over the 80% mark for the standard, it does take some digging to locate the information in the Syllabus. Consider placing this information in a more prominent location in the course, or at least place a note with a link to the Syllabus in a prominent location - basically something to highlight and quickly find it if someone is looking for it specifically.

STANDARD 7.3 - (2 Points)

7.3 Course instructions articulate or link to an explanation of how the institution's academic support services and resources can help learners succeed in the course and how learners can obtain them.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

Course instructions articulate and link to an explanation of how the institution's academic support services and resources can help learners succeed in the course and how learners can obtain them.

Reviewer Recommendations:

A link entitled Students ELearning Resources leads to a webpage that address these issues.

I would recommend that some explanation or additional information of the content of the page being linked.

Reviewer Recommendations:

See feedback for Standard 7.2.

STANDARD 7.4 - (1 Point)

7.4 Course instructions articulate or link to an explanation of how the institution's student services and resources can help learners succeed and how learners can obtain them.

Points Possible: 1

Points Awarded: 1

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

Student support services and resources include advising, registration, and financial aid are clearly linked in the syllabus and in the policy area.

Reviewer Recommendations:

Learners have access to support services from the Course and Campus policies page. However, the link is named "Other Important Policies and Information" with no indication the content of the site and no explanation of how the institution's student services and resources can help learners succeed and how learners can obtain them.

Reviewer Recommendations:

See feedback for Standard 7.2.

General Standard 8: Accessibility and Usability*: The course design reflects a commitment to accessibility and usability for all learners.

Overview Statement: The course design reflects a commitment to accessibility, so that all learners can access all course content and activities, and to usability, so that all learners can easily navigate and interact with course components.

*Meeting QM's accessibility Standards does not guarantee or imply that specific country/federal/state/local accessibility regulations are met. Please consult with an accessibility specialist to ensure that all required accessibility regulations are met.

STANDARD 8.1 - (3 Points) Required

8.1 Course navigation facilitates ease of use.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

The course does a good job of including links to accessibility information. But several links lack captions and or transcripts including the course introduction. Add captions would make the multimedia more accessible.

Reviewer Recommendations:

Overall, the navigation of the course is consistent, logical, and efficient. An example of some areas that could be improved are the Instructor Bio link on the Course Materials page. This page does not include an obvious way to return to the course. I would recommend to either include a link to return to the page, instruct the student to use the Browser "Back" button to return to the course, or to have the page open in a new window.

Reviewer Recommendations:

Standard 8.1 states, "Navigation refers to the process of planning, controlling, and recording the movement of a learner from one place to another in the online course."

INEW2334 meets Standard 8.1. Navigation throughout the course is consistent, logical, and efficient. This is in part due to the nature of Canvas, and also a result of the instructional design choices made in the course. The sequential nature of the course workflow helps greatly.

STANDARD 8.2 - (3 Points) Required

8.2 Information is provided about the accessibility of all technologies required in the course.

Points Possible: 3

Points Awarded: 3

Result: MET (Yes: 3, No: 0)

Reviewer Recommendations:

For this Standard to be met, the course includes links to the accessibility statements for all required technologies. If an accessibility statement does not exist for a particular technology, a statement is included that explains that the accessibility statement does not exist.

the class has links to support services, technologies and their accessibility statement.

Reviewer Recommendations:

Information regarding the Canvas LMS accessibility can be found on the Canvas home page, "Help" link at the bottom of the page. No accessibility links to other technologies used in the course are available.

"If an accessibility statement does not exist for a particular technology, a statement is included that explains that the accessibility statement does not exist"

Reviewer Recommendations:

Standard 8.2 states, "Learners with disabilities have access to information on the accessibility of the learning management system and all additional required technologies."

INEW2334 meets Standard 8.2 by way of a privacy policies and accessibility policies page in the Start Here module.

STANDARD 8.3 - (2 Points)

8.3 The course provides alternative means of access to course materials in formats that meet the needs of diverse learners.

Points Possible: 2

Points Awarded: 2

Result: MET (Yes: 2, No: 1)

Reviewer Recommendations:

The course provides alternatives to all non-text content so that all learners have access to equivalent information.

The Standard is met if the equivalent textual representations are located or linked within the course. In instances where alternative formats are provided, the general accuracy of the alternate content is verified. For example, if captions are provided for a video, the reviewer can view some of the captions to confirm that the captions correctly represent the audio content.

Reviewer Recommendations:

Closed captioning is available on most of the videos. Some of the Videos have links to text based scripts, but many do not. Images included in the PowerPoint presentations do not have ALT tags.

Reviewer Recommendations:

Standard 8.3 is met in INEW2334. Alt tags were located with images, and the videos do have CC access, albeit with the limited accuracy of YouTube's automated CC. Ideally transcripts would be provided for the videos as well.

STANDARD 8.4 - (2 Points)

8.4 The course design facilitates readability.

Points Possible: 2**Points Awarded:** 2**Result:** MET (Yes: 3, No: 0)**Reviewer Recommendations:**

the course for the most part is well designed. It is easy to read and understand.

Reviewer Recommendations:

The course content is clearly presented so that learners can easily read and interpret it.

Reviewer Recommendations:

INEW2334 meets Standard 8.4. Course design elements maximize usability by facilitating readability and minimizing distractions. Similar content is grouped together; headings are used to indicate change of topic. White space is used appropriately thus minimizing scrolling per page.

STANDARD 8.5 - (2 Points)

8.5 Course multimedia facilitate ease of use.

Points Possible: 2**Points Awarded:** 2**Result:** MET (Yes: 3, No: 0)**Reviewer Recommendations:**

The course makes good use of multimedia and the media is easy to use. Captioned video is nice to see and a good addition for all students.

Reviewer Recommendations:

Video tutorials in the course are easy to view, operate, and interpret. However, many of the videos have multiple advertisements which display during their playback which can be distracting to the learner.

Reviewer Recommendations:

INEW2334 meets Standard 8.5. Course elements maximize usability by ensuring multimedia used as a vehicle for content or feedback (e.g., images, audio, animation, video, and interactive components) are easy to use, intelligible, and inter-operational across devices.

Additional Review Comments:**Reviewer**

Why does the course representative (Jake McBee) differ from the instructor (Melinda Meador)?

Reviewer

*Following URL updates are located at https://nctc.instructure.com/courses/10310/pages/course-and-campus-policies?module_item_id=357876: - Update Plagiarism tutorial URL from http://www.angel.nctc.edu/AngelUploads/Files/elearn/Plagiarism_Tutorial/plagiarism_tutorial/index.html - Update policies URL from http://www.angel.nctc.edu/AngelUploads/Files/elearn/Plagiarism_Tutorial/plagiarism_tutorial/NCTC_Student_Handbook_Cheating.pdf - Update Guide link: <http://guides.instructure.com/m/4212> to new Canvas Guides platform

*Make two changes below to the following page: https://nctc.instructure.com/courses/10310/discussion_topics/46580?module_item_id=357878

- Refer to eCampus Help Desk and eLearning Help Desk... need to be consistent. - Refers to Submit a Ticket button, but it's actually Submit a Request button

*Following two activities should link to specific pages not the root site: - Visit the World Wide Web Consortium (Links to an external site.) and read about current web standards and updates. - Read about accessibility guidelines at WebAim (Links to an external site.).

*Group weights at <https://nctc.instructure.com/courses/10310/assignments/syllabus> on right hand side do not reflect weights listed in Syllabus or elsewhere in course.

TOTAL POINTS AWARDED: 99**FINAL RESULT: MET STANDARDS**