



Institution: North Central Texas College

Course Code: ITSE2356North C092616

Course Number: ITSE2356

Course Name: ORACLE ADMINISTRATION I

Course Representative: Manuel Trevino

Review Start Date: 2016-10-31

Review End Date: 2016-12-27

Review Type: Subscriber-Managed Review managed by a certified Course Review Manager (CRM)

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:

This information was provided in the first announcement to students (and within the video in the first module). There should be no questions as to how to get started.

Reviewer Recommendations:

The course loads to a home page that contains a link to the Modules that includes a Unit 0 - Start Here. It may be useful to go ahead and state that on your home page. Click on Modules on the course menu to access the Unit 0 - Start Here to get started..

Reviewer Recommendations:

Met: See Homepage, Welcome Screen, Syllabus and Module Welcome video.

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 design allows users to see how the course is structured through the use of weekly modules and the syllabus outlines the due dates by chapters. It may be beneficial to give a little more background about the labs up front and taking screen shots. There is some information in technical skills but the screen shots become such an important role in submitting assignment it should be highlighted a little more.

Reviewer Recommendations:

met: See syllabus.

Purpose:

Introduction to the analysis and utilization of data requirements and organization into normalized tables using the four normal forms of database design.

Structure: GENERAL DESCRIPTION AND TENTATIVE SCHEDULE

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:

Although this information was provided specifically within the discussion board instructions, I would suggest placing it in a more broad area of the course since netiquette rules apply to all aspects (perhaps in the syllabus?)

Reviewer Recommendations:

Etiquette guidelines are posted as well as expectations on communications.

Reviewer Recommendations:

Met: See syllabus under,

GENERAL CLASSROOM CONDUCT

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:

The course does a good job of leading students through the course and institutional policies.

Reviewer Recommendations:

Met: Included on syllabus,

Conduct Policy, Attendance Policy, Grading Policy, Withdrawal Policy.

Institutional policies found

Student Rights, ADA policy, Scholastic Integrity

Also see,

Course and Campus Policies

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:

Yes, found under the "Start Here" module. Very informative...students should have no questions about this area.

Reviewer Recommendations:

Has back technology skills and information on packages except for Oracle which is the primary component of the class. Minimum computer specs should be listed to handle the download including any specific Java requirements. They are typically listed in the books but are not listed or mentioned on the site.

Reviewer Recommendations:

Met: See in the modules,

Technology Help and Requirements

Canvas How-To for Students

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:

Clearly stated in the syllabus

Reviewer Recommendations:

Course prerequisites are listed on the syllabus.

Reviewer Recommendations:

Met:

Course Prerequisite(s): ITSE 2354 ADVANCED ORACLE PL/SQL ITSW 2337 ADVANCED DATABASE

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:

Course provides two areas of technical skills and assistance for students to gain access.

Reviewer Recommendations:

Met: See

Technology Help and Requirements

Canvas How-To for Students

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: 2, No: 1)

Reviewer Recommendations:

The welcome announcement is great...it provides all the necessary information and lets the student how to get started. I especially loved the welcome video...great job!

Reviewer Recommendations:

The home page contains a video of the instructor introducing the class and is welcoming. While it provides information about how to reach the instructor, it would also help to have a sample of the your responses to the welcome assignment giving some of your background information.

Reviewer Recommendations:

Met: I assume you provide your intro in the "Meet the Class" forum, but had no access to the intro.

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:

This is covered in the Introduction Discussion...great job. In your instructions you mention that they need to read each of their classmates' posts and reply. Does this mean you want them to reply to ALL of their classmates? Or maybe just a few? I would suggest you clarify that in your instructions.

Reviewer Recommendations:

Required first assignment. Introductions - Meet the Class!. Allows both written or video entries providing instructions on video.

Reviewer Recommendations:

Met: See the forum,

Introductions - Meet the Class!

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:

Yes, all outcomes are measurable. Great job!

Reviewer Recommendations:

The course provides 5 course goals which are measurable and appropriate for the course. The list seems to be shortened and non-comprehensive for the material presented which also includes management, backup, and recovery concepts beyond start-up and shut down. The objectives may want to also include statements about the exam it prepares or align with those specific objectives to give students a greater detail.

Reviewer Recommendations:

Met: See syllabus. ALL CLO's are measurable and appropriate.

STUDENT LEARNING OUTCOMES At the successful completion of this course the student will be able to:

- ? Create an operational database using Oracle
 - ? Create, delete, and modify associated files, tablespaces, segments, extents, and blocks
 - ? Start up and shut down an Oracle instance and database
 - ? Add, delete, and modify users, privileges, and resources
 - ? Demonstrate use of National Language and Support (NLS) features
-

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:

Yes these can be measured and are consistent with the overall course objectives.

Reviewer Recommendations:

Each week/chapter provides unit level learning objectives listed that are measurable and align with the book units. A chart has been provided to show how units 1-12 map to the 5 main objectives.

Reviewer Recommendations:

Met: Each unit contains unit learning outcomes.

Chapter 1 Learning Outcomes:

- Explain the position the Oracle Product Family
- Explain Relational Structures
- Describe the SQL Language
- Describe the DBA's Role

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:

Very clearly stated...learners should have no issues understanding what is being asked.

Reviewer Recommendations:

The learning objectives are stated from the learner's perspective.

Reviewer Recommendations:

Met: All learning outcomes are clearly stated and written from the learner's perspective using appropriate verbiage.

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 information posted under the "Learning Outcomes" module that highlights each outcome and connects it to the assignment makes this very clear. Great job!

Reviewer Recommendations:

The course provides a chart that links individual units to course level objective along with teaching methods and assessments. However there is nothing that indicates how module/unit objectives are linked to activities. A brief explanation at the beginning of each unit could help tie this together for students.

Reviewer Recommendations:

Met: In the section on Course Learning Outcomes you provide nice rubric that relates the objectives to course activities.

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:

Although I'm not the expert on the subject, the objectives that are presented appear to be course level appropriate.

Reviewer Recommendations:

The objectives are appropriate to this level of the course.

Reviewer Recommendations:

Met: This standard is met.

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:

All assessments seem appropriate and measure the learning objectives.

Reviewer Recommendations:

The assessments measure the course level objectives in demonstrating ability to perform tasks of Create, Start, Add... however they do not measure many of the unit level objectives discuss, describe, explain.... The inability to see the discussion posting questions which may relate to some of the objectives may alleviate this concern however there are not discussion postings for each unit. It may be useful to reevaluate if all of the authors objectives are what you are measuring within the course and relist according to the content.

Reviewer Recommendations:

Met: Assessments consist of forum discussions, lab grades, quizzes and exams.

These assessment measure the learning outcomes.

STANDARD 3.2 - (3 Points) Required

3.2 The course grading policy is stated clearly.

Points Possible: 3

Points Awarded: 3

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

Reviewer Recommendations:

All clearly stated in the syllabus.

Reviewer Recommendations:

The course grading policy is stated in the syllabus but does not align with the activities. The syllabus has 8 lab assignment worth 50 points each while the material has 19 labs worth 20 points each. There are more than 8 discussion postings worth 20 points each and I could not find the 2 projects. Rubrics are provided for the discussion posting which make it easy for students to know what to do and are a nice added element.

Reviewer Recommendations:

Met: You provide a very detailed grading policy on the syllabus.

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:

Under the "Course and Campus Policies" module you provide detailed instructions (a rubric) for completing the discussions. However, I was not able to locate rubrics for any of the other assignments. I would suggest providing rubrics for the rest of the assignments.

Reviewer Recommendations:

The grading policy provides points listings for each type of activity and the discussion postings provide rubrics for scoring. It would be beneficial to students to also see something for labs. The labs involve screen shots which can provide some detail, but how will they be scored? Are they credit for doing, are the right results required? A quick explanation in either the syllabus or within each lab would help students and tie to the grading policy.

Reviewer Recommendations:

Met: See grading policy and learning activities in the modules.

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:

All areas seem to be covered with multiple choice questions, essay questions and written assignments with the discussions.

Reviewer Recommendations:

The assessments are appropriate to the work for the class. It is very hands-on project oriented with lab exercises. Students get to practice exams, have m/c questions with feedback, and discussion postings that help to verify it is the student doing the work. Since it would be very easy to cheat on the exams with answers being provided after 25 minutes are up that you also add a 1:1 conference with the instructor. This will allow you to ask specific detailed questions to confirm student understanding vs following step-by-step procedures within the book and screen shots of those steps.

Reviewer Recommendations:

Met: Sequencing and variability is met via the course calendar and use of varying assessments (forum, labs, quizzes.)

Suitability is met as well.

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:

Students have the opportunity to have feedback on labs by the nature of the labs and execution commands. The quizzes give feedback at the conclusion and discussion postings also provide feedback and scoring opportunities. Students can check their standing and do manual calculations as needed as well based on percentages.

Reviewer Recommendations:

Met: Learners have text exercises and example they can use to track their progress. You also provide feedback on forums, labs and quizzes.

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:

Yes, all of the instructional materials are appropriate for the course and unit learning objectives. There is a great variety and again all are connected and necessary.

Reviewer Recommendations:

The instructional materials are mainly the textbook along with a few optional videos. Students complete a variety of labs and exercises based on book material. Videos are provided in the first few chapters to help illustrate how to get started and installing Oracle. I like that you tell students that a part is research and finding material but it would also be beneficial for them to have some of your own take on why and how. Possibly some additional video of more complicated sequences or components not necessarily answered by the book.

Reviewer Recommendations:

Met: Textbook, software and guide required.

REQUIRED COURSE MATERIALS Book: OCA Oracle Database 11g Administration I Exam Guide (Exam 1Z0-052) By John Watson ISBN: 0071591028, 9780071591027

- You will download for **FREE** and install **Oracle Database 11g Express and Oracle SQL Developer** for practicing and conducting exercises that will provide you with experience.
 - **Lab 1 will contain instructions on how to set up Oracle Database 11g Express**
 - **Lab 3 will contain instructions on how to set up Oracle SQL Developer**

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: 3, No: 0)

Reviewer Recommendations:

As mentioned earlier, the course learning objectives document that is within the modules gives a clear picture of how each assignment relates to the course outcomes. Students can clearly see how/why that assignment is necessary.

Reviewer Recommendations:

Met.

Reviewer Recommendations:

Met: This standard is addressed within the modules. The text, software and online tools are explained as needed by the learner.

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:

Because most of the materials seem to come from the textbook publisher the citing of the materials is covered.

Reviewer Recommendations:

Videos are either feature the instructor or have appropriate citations.

Reviewer Recommendations:

Met: Cited in the Course Materials section of the module.

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:

Yes, the textbook (and materials) that is being used is the most current and up to date edition.

Reviewer Recommendations:

The materials are based on the latest version available from Oracle for student usage.

Reviewer Recommendations:

Met: Text is 2008. Based on the type of course this should be ok but might be outdated.

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:

Quizzes, PowerPoints, and videos provide a great variety of materials in this course.

Reviewer Recommendations:

The materials are appropriate to the topics, While the majority of materials reference to read the book, ample material is available for students to research and find. Students need to be resourceful in ability to find solutions to problems for this field and utilize networks available which is stressed within the course.

Reviewer Recommendations:

Met: Text, 3rd party software and other tools provide variety.

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: 3, No: 0)

Reviewer Recommendations:

All optional materials are noted as such.

Reviewer Recommendations:

Met: No optional materials listed.

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:

Again I really like the table that was provided under the course learning outcomes module. This gives a clear picture of how each assignment promotes the achievement of each objective. Great job!

Reviewer Recommendations:

The activities promote the course level objectives.

Reviewer Recommendations:

Met: Activities consist of reading, forum participation, lab participation, quizzes, and multimedia.

These activities promote achievement of the LO's.

Multimedia?

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 discussion postings allow for student-student interaction as well as with the instructor. Students are also encouraged to work with each other in an open forum.

Reviewer Recommendations:

Met: Participating in the forums and viewing the videos encourage active learning.

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:

Clearly stated in the syllabus

Reviewer Recommendations:

Provided in module 0 and within the syllabus.

Reviewer Recommendations:

Met: See syllabus

Communication Response: * Instructor Response Time - Please allow 24 hours during the week and 48 hours on the weekend for responses

See Policy Section:

- **Instructor Response Time** - Your instructor will respond within 24 hours on weekdays up until 5:00 pm on Fridays, after 5:00 pm, your instructor will respond the following Monday. Assignments will be graded within one calendar week of the due date.
-

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:

Provided in the syllabus, etiquette pages, and module 0.

Reviewer Recommendations:

Met: This is discussed in the introduction module.

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:

Yes, the tools that are used seem appropriate. It does not appear there is anything too busy or that doesn't have a connection.

Reviewer Recommendations:

The tools are appropriate and support the outcomes of the course.

Reviewer Recommendations:

Met: Tools, consist of email, gradecenter, forums, 3rd party software and multimedia.

These tools do a nice job of supporting the objectives.

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:

Absolutely...with the discussions, quizzes, PowerPoints, etc. I believe the learner will stay very involved and active.

Reviewer Recommendations:

Requiring students to download, install, and screen shot outcomes from actual attempts promotes learner engagement. Students learn by the hands-on experience and troubleshooting processes.

Reviewer Recommendations:

Met: The tools promote active learning - especially the hands on labs and forums. The multimedia component is very engaging.

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:

All of this information is provided within the Canvas help area and appears to be easily obtainable by the student.

Reviewer Recommendations:

Free to students.

Reviewer Recommendations:

Met: 3rd party software is free. LMS tools are freely available. Other technology is either free or can be purchased online.

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:

Based on Oracle 11g release 2. Oracle 12 is available but with limited differences 11g is current and material can be applied to either with an additional tutorial on version changes.

Reviewer Recommendations:

Met: Technologies appear to be up to date.

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: 2, No: 1)

Reviewer Recommendations:

They are all there in the Fine Print page.

Reviewer Recommendations:

Links are provided to most privacy policy statements. A link for Oracle which requires an account be generated should also be listed.

<https://www.oracle.com/legal/privacy/index.html>

Reviewer Recommendations:

Met: Nice job of touching on all privacy policies. Found in the introduction module.

The Fine Print - Privacy Policies

Privacy Policies

Most of the privacy policies for companies whose products are used/linked in this course are included here:

[Canvas Privacy Policy \(Links to an external site.\)](#)

[Adobe Privacy Policy \(Links to an external site.\)](#)

[Google Privacy Policy \(Links to an external site.\)](#)

[YouTube Privacy Policy \(Links to an external site.\)](#)

[Microsoft Privacy Policy \(Links to an external site.\)](#)

[Apache \(Open Office\) Privacy Policy \(Links to an external site.\)](#)

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: 3, No: 0)

Reviewer Recommendations:

This information is in the "Get Help" area and it should be very clear to learners about how to get the information they need.

Reviewer Recommendations:

Specific pages are allocated to how to get technical help along with instruction in the opening video.

Reviewer Recommendations:

Met: Technical Support and Academic Support found her

http://www.nctc.edu/eLearning_Department/Student_Resources.aspx

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:

This is clearly stated in the "Start Here" module under the "Accessibility Policies".

Reviewer Recommendations:

Module 0 and the syllabus contain pages/links on accessibility and disability services. A link to Oracle accessibility should be added.

<http://www.oracle.com/us/corporate/accessibility/policies/index.html>

Reviewer Recommendations:

Met: The following policy and links located on the syllabus.

Disability Services (OSD)

ADA Statement

Also see,

Course and Campus Policies

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:

All of this information is available in the "Start Here" area.

Reviewer Recommendations:

The syllabus and Module 0 do a good job of providing students with information about tutoring and academic services.

Reviewer Recommendations:

Met: See syllabus.

Support Services Counseling and Testing staff offer a variety of services to current and prospective students, such as College 101, placement testing, academic advising and course registration, transfer assistance, and College Success seminars (Time Management, Study Skills, Test Anxiety, Choosing a Major, Learning Style Strategies, Career Exploration), and much more. <http://www.nctc.edu/StudentServices/CounselingTesting.aspx> Student Success offers academic coaching, tutoring, including a Writing Center, a Math Lab, free 24/7 online tutoring through Grade Results and assist new students acclimate to college by providing computer lab services for prospective students. First generation students can also participate in TRIO which offers specialized support services. <http://www.nctc.edu/StudentServices/SupportServices.aspx> Financial Aid offers financial resources for students that qualify, visit the financial aid offices for more information. <http://www.nctc.edu/FInancialAidHome.asp>

Also see,

Course and Campus Policies

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:

Again, clearly stated in the start here module

Reviewer Recommendations:

The syllabus and Module 0 do a good job of providing students with information about student services including grievances.

Reviewer Recommendations:

Met: See syllabus.

Web Page Visit the North Central Texas College web page for information on **registration, financial aid, counseling/advising, and cost of tuition and fees**. You will also find information on the catalog and semester schedules as well as courses of study. You can keep up with what is happening on campus by checking the calendar of events and the sports news. The web has information on the library as well as links to other areas of interest. Check out our web page at <http://www.nctc.edu> .

Also see,

Course and Campus Policies

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:

This course is very easy to navigate. You did a great job of truly thinking through each step to make sure this was accomplished.

Reviewer Recommendations:

Course is easy to use. The next buttons lead the student through each lesson and modules provides a quick easy access to any lesson.

Reviewer Recommendations:

Met: Course navigation was seamless.

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:

All of this information is provided in the start here module.

Reviewer Recommendations:

Information and links to technologies used in the course are provided within the material in module 0 and the first lab to download Oracle.

Reviewer Recommendations:

MET: Information regarding assessibility and privacy of t
ADA policy located on syllabus.

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:

Great job of providing this information in the start here module.

Reviewer Recommendations:

The videos provided close captioning. No information is available on other needs or means of access.

Reviewer Recommendations:

MET: Learners can use screen reader for documents. Videos are closed captioned.

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:

You did an excellent job of utilizing appropriate font sizes and colors for readability (even with screen readers).

Reviewer Recommendations:

Tables are provided in pdf format and has good use of columns headers and are easy to read. Links are appropriately identified and minimal text is highlighted or color modified.

Reviewer Recommendations:

Met: The course made good use of colors and fonts. Tables were easy to read.

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:

Great job!

Reviewer Recommendations:

Videos are easy to open and appropriately sized and captioned and of good quality.

Reviewer Recommendations:

Met: Videos played easily and software was not an issue.

Additional Review Comments:

Reviewer

For the most part the course is a read and do with minimal interaction. I would love to see more instructor developed material but at this level students should be able to complete the course with full understanding based on the textbook and software. The chart indicates online lecture including audio/visual aids however they were not present in all lessons that indicated so or were not available to me. The addition of those visual aids could have a dramatic impact on student success for the student who needs some additional material.

Some care needs to be given to align the requirements with the syllabus. The grading criteria and number of labs/exercises/projects/discussion do not align. I am not sure if the weights are fixed percentages or add up to the overall based on points. This could change the entire grading philosophy and calculations if they are overall points based.

Reviewer

Nice job.

TOTAL POINTS AWARDED: 99

FINAL RESULT: MET STANDARDS