APSU Online Quality Fundamentals Fall 2023

Fundamentals	Requirements
I. Course Orientation	A. There is a posted "welcome" announcement that briefly introduces the course and includes instructions telling students how to get started. B. The structure of the course is clearly communicated to students and all assignment due dates are prominently displayed in the course. C. There is an instructor introduction and a communication policy stating both faculty response times and student communication expectations. D. There are links and/or contact information for important student resources including Technical Support, D2L Student Resources, Student Support Services, and Privacy Policies and Accessibility Statements.
II. Expectations & Usability	A. Modules have an overview stating what students must do to successfully complete each module • (Note: "Module" refers to an online lesson or the way an instructor has chunked or grouped content. Modules can also be called weeks, units, projects, topics, chapters, etc.). B. Modules contain all components students need to successfully complete the module including instructional materials (links, files, list of pages/chapters for reading, etc.) and LMS learning activities (discussions, quizzes, assignments, etc.). C. Modules are consistently named and organized to make it intuitive for students to find materials and complete activities.
III. Grades	A. Course grading policy is clearly stated. All graded assignments with their value towards students' final grade are listed in the syllabus. B. The D2L gradebook is set up to accurately calculate students' grades and reflects the course grading policy. C. D2L grade items follow the same naming conventions used in the titles of the discussions, quizzes, assignments, etc.
IV. Instructor Interaction & Student Participation	A. The course complies with regular and substantive interaction requirements as stated in United States Department of Education regulation 34 C.F.R. § 600.2. B. Course activities provide regular opportunities for students' active participation as defined in the APSU Faculty Handbook in the section titled "Guidelines for Online or Hybrid Active Participation Requirements".
V. Accessibility	A. Sans-serif fonts (e.g. Arial, Calibri) with high color contrast (e.g. black text on white background) are used. B. Images have descriptive alternative text. C. Documents are accessible when downloaded. D. Video and audio files have accurate captions and/or transcripts.

Updated: 6/1/2023