



Peer Course Review Instructor Worksheet

This worksheet represents the self-reporting component of the peer course review process. It is designed for the Course Faculty Developer to provide initial and supplemental information about the course that will assist the Peer Course Review Team.

Please type or print clearly.

1. Instructor Name: _____
2. Course Name and Number: _____
3. Course Access URL: _____
4. Date and nature (Self, Peer, Administrative, Other) of last review: _____
5. What is the platform for the course delivery?
 Blackboard WebCT WebTycho Other: _____
Which version: _____
6. Face-to-face components of course:
 None (fully online)
 Proctored Exam
 Lab
 Other: _____
7. Who is the creator of this online course?
 Course Faculty Commercial Content Provider
 Instructional Design Team Other: _____
8. What is the source(s) of the course objectives?
 created by course faculty
 mandated by the institution
 Other (please explain): _____
9. Is the syllabus of this course the standard syllabus developed by the institution?
 Yes No If Yes, is the faculty required to use it? Yes No
10. Does the course use audio/visual components? Yes No
 Commercially produced Telecourse components via CD-ROM or VHS?
 Audio/visual learning objects or links to audio/visual components on the Internet?
 College/instructor produced audio/visual components?
 Publisher produced audio/visual components?
 Other: _____

If Yes, please describe how reviewers will be able to gain access to the materials.

11. Does the course use a textbook?
 Yes No If No, please describe or explain:

12. Are there any special computer skills or technologies required in order for the reviewers to access the course?
 Yes No If YES, please describe or explain:
13. Does the course use support materials (other than audio/visual) provided by the textbook publisher?
 Yes No If YES, please describe or explain:
14. Does the course use any *synchronous* instructor/student interaction?
 Yes No If YES, please describe or explain:
15. Is any course content or instructor communication done by individual emails rather than posting online?
 Yes No If YES, please describe or explain:
16. Are there any unresolved copyright issues apparent with regard to the materials used in this course?
 Yes No If YES, please describe or explain:
17. Are there any course materials or activities located outside the course website?
 Yes No If Yes, please explain what they are and how to access them.
18. Is student-to-student interaction appropriate in this course?
 Yes No Please explain.
19. Identify any particular areas and/or issues in this course that you want to ask for feedback from the review team:
a.
b.
c.
20. Please provide any other information you want to communicate to the Review Team about your course.

Please return the completed form to Quality Matters
info@qualitymatters.org or FAX to 301-583-5251

Questions? Call 301-583-5212