**Arts and Sciences Distance Education Online Course Component Technical Review Checklist**

**Course: Sociology 3597.01, World Problems in a Social Context**

**Instructor: Shirley Palmer,** **palmer.4@osu.edu**

**Summary:** This proposal is to convert an existing on-campus course to a hybrid/flipped course. The faculty member is exploring audio/video delivery alternatives but will definitely use Carmen as the course’s platform. OSU’s streaming media services and/or iTunesU may be used to deliver audio/video content as well. All assessments will be performed via Carmen. Discussions will happen within Carmen and in class during periodic class meetings on the Newark campus. The professor has been in contact with ODEE and ASCTech for assistance in getting the distance components of the course designed and produced. The two groups will collaborate to help her get it produced in such a way that it is easy for her to maintain and update in the future.

**COURSE TECHNOLOGY**

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| --- | --- | --- | --- | --- |
| **Standard** | **Yes** | **Yes****with Revisions** | **No** | **Feedback/Recommendations** |
| 1. The tools and media support the course learning objectives.
 | **✓** |  |  | Students will listen to lectures online, participate in discussions, and do readings associated with weekly themes and assignments. On-line short answer/essay exams will assess learning. |
| 1. Course tools and media support student engagement and guide the student to become an active learner.
 | **✓** |  |  | Students will engage via the course discussion board, online group discussions, phone/email interaction with the faculty member, and via periodic in-class discussions on the Newark campus. |
| 1. Navigation throughout the online components of the course is logical, consistent, and efficient.
 | **✓** |  |  | The course materials are already organized following the syllabus on Carmen. |
| 1. Students can readily access the technologies required in the course.
 | **✓** |  |  | Carmen will be used. iTunesU may be used which offers free accounts to students. No special equipment or software is required apart from a computer or tablet. |
| 1. The course technologies are current.
 | **✓** |  |  | Yes |
| 1. Funding and support for the course technologies are sustainable for future sections of the course.
 |  | **✓** |  | Captioning may be required for the audio/video portions of the course. OSU’s Office of Disability Services charges $50/hr. for captioning. It is unclear how this cost would be covered. The course content is updated each time the course is taught; new videos would need to be re-captioned.The faculty member is willing/interested in learning how to produce the course content on her own. She will update audio/video portions in the future. This course uses standard OSU platforms for delivery. |
| 1. The course technologies, tools and media will be evaluated and updated as underlying technologies, platforms and approaches change.
 | **✓** |  |  | The faculty member will survey the students on the course’s technology. The course will be updated each time the course is taught. |
| 1. The course instructions articulate or link to a clear description of the technical support offered and how to access it.
 |  | **✓** |  | The faculty member will add an overview and instructions on how to reach the class site/materials to the syllabus. |
| 1. Course instructions articulate or link to the institution’s accessibility policies and services.
 | **✓** |  |  |  |
| 1. Course instructions articulate or link to an explanation of how the institution’s academic support services and resources can help students succeed in the course and how students can access the services.
 |  | **✓** |  | The faculty member will add an overview of and contact information for the student services center at the Newark campus to the syllabus. |
| 1. Course instructions articulate or link to an explanation of how the institution’s student support services can help students succeed and how students can access these services.
 |  | **✓** |  | The faculty member will add an overview of and contact information for the student services center at the Newark campus to the syllabus. |

**Reviewer Information**

* Date Reviewed: September 11, 2013
* Reviewed By: Diane Dagefoerde (with Allen Coleman)
* Comments: This could be an interesting MOOC.