ORGANIZATION:
Is the course clearly laid out?
(Effective homepage; links to course components work.)

Are the schedule and any timelines clear?
(Well designed, up-to-date calendar.)

Organizes course so relationship between points is clear.
(Test, readings, Internet research, Forum work together.)

Uses class time well, allotting enough time to important aims and points. (No "down time," waiting for assignments, etc.; course moves at consistent, manageable pace from beginning to end.)

Is it easy to navigate between different components of the course?
(Adequate # of working links; clear, logical link paths, including multiple paths to important pages.)

DELIVERY:
Does the instructor respond in a timely manner and keep the students informed? (Addresses students’ questions, monitoring students’ responses to assure concerns have been addressed.)
Does the instructor foster student-to-student interaction?
(e.g., facilitating interactive student discussions in Forum)

Does the instructor foster student-to-instructor interaction?
(e.g., instructor-initiated e-mail with struggling students)

Does the instructor foster student/curricular interaction?
(e.g., course allows some flexibility in pace, accommodating individual differences in student schedules, learning styles, etc.)

Does the instructor use internet “handouts”/audio-visual aids/other aids effectively?

CLIMATE:
Monitors student-to-student discussions to assure mutual civility, openness, fairness, etc.

Shows enthusiasm for the material and makes students want to learn. (e.g., enthusiastic tone, responsive, maintains “live” presence)

Encourages and is responsive to student participation.
(e.g., thanks students for participation, encourages timid students)

Serves various learning styles (feelings/watching/thinking/doing).

Observer’s Signature: _______________________________ Date: ____________
Instructor’s Signature: _______________________________ Date: ____________
(Instructor’s signature does not necessarily indicate agreement with evaluation.)