

Quality Matters Informal Review Request

Date of Request: __/__/__

Course Name _____ Course Code _____

Instructor(s) _____

Basic Course Information

Has the course been offered at least twice? Yes No

Is this course a “master” course, duplicated for other faculty to teach? Yes No

Is the syllabus set by the institution, or may the instructor modify it?
 Set by institution May be modified by instructor

Course Objectives and Materials

Does this course contain course-level objectives? Yes No

**Note: It is not possible to complete the course review if measurable learning objectives are not present.
Please contact your QM Reviewer for more information*

What is the source(s) of the course objectives?
 Created by Instructor Mandated by Institution Other: _____

Does this course contain module-level objectives? Yes No

**Note: It is not possible to complete the course review if measurable learning objectives are not present.
Please contact your QM Reviewer for more information*

What is the source(s) of the module objectives?
 Created by Instructor Mandated by Institution Other: _____

Explain opportunities provided in the course that enable learners to track their learning progress:

List the major instructional materials required in the course (e.g., textbook, etc.):

Are publisher materials used in the course? Yes No

If "Yes," provide instructions for reviewers to access these materials:

Are third-party tools or social media used in this course? Yes No

Are any course instructions, activities, or instructional materials provided by individual e-mails or by the other tools or platforms outside the primary online classroom? Yes No

If "Yes," please summarize what they are and how reviewers can access them:

Other Information

Identify any particular aspects of this course you would like specific feedback on:

Please provide any other information you want to communicate to about your course:
