ANTELOPE VALLEY COLLEGE

Academic Affairs
Distance Education

COURSE SUBJECT & NUMBER: _____

COURSE NAME: _____

1. Will this course be completely online (Online) or partially online (Hybrid)?

> *Drop Down Menu Choices:*
> Online Only
> Hybrid

2. If this course is a Hybrid, how frequently will students have to meet on campus?

> *Drop Down Menu Choices:*
> Once
> Weekly
> Monthly
> Other

> 2a. If other, identify the frequency of campus meeting (e.g., every four weeks, twice a semester, etc.)
>
> [ ]

> 2b. What will be the purpose of these meetings (e.g., orientations, exams, exam reviews, lab work, etc.)
>
> [ ]

3. What technology resources will be used to teach this course? (Choose <u>at least three</u> from the options below.)

> *Checkboxes Options:*
> Collaborative Tools (Discussion Forums, Chartrooms, CCC Confer, etc.)
> Document Files (PDF's, MS Word, Presentations, Spreadsheets, etc.)
> Images (Photographs, Diagrams, etc.)
> Interactive Media (Games, Self-Graded Tutorials, etc.)
> Links to Resources Outside the LMS (Other Websites, Publisher Sites, etc.)
> Multimedia Files (Uploaded or Streaming)
> Publisher-Supplied Resources
> If you plan to use resources not listed above or have chosen less than three, please provide an explanation here:
>
> [ ]

3a. What will be used to ensure that course content is fully accessible and conforms to ADA requirements? (Choose from below based on your choices from #3.)

> *Checkboxes Options:*
>> Alternative Text
>> Closed Captioning
>> Descriptive Audio
>> Outside Resources Verified as Accessible
>> Publisher-Supplied Materials Verified as Accessible
>> Transcripts
>> Use of Proper Document Structuring
>> If you plan to use something not listed above, please enter it here:

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4. What unique aspects of this course, if any, present challenges for online delivery (e.g., hands-on demonstrations, skills demonstrations, oral presentations, etc.).

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5. What tools/methods will be used in the course to ensure regular effective contact? (Choose <u>at least two from each group</u> of options below.)

> *Checkboxes Options:*
>
> **Group One:**
>> Discussion Forums
>> Field Trips
>> Instructor-Led Group Meetings
>> Individual Meetings
>> Library Workshops
>> Orientation Sessions
>> Social Media (Facebook, Twitter, etc.)
>> Weekly Announcements
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> **Group Two**
>> Email
>> Telephone Contact
>> Text Messaging
>> Timely Feedback on Student Work

> If you plan to use tools/methods not listed above, please provide an explanation here:

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6. If needed, how will any assignments or methods of evaluation change to teach this course online?