

The following guidelines are recommended for any JCCC Canvas course shell to provide a clear and easy way to navigate your course.

These guidelines are based upon best practices and standards found in nationally recognized “Quality Matters” and “OSCQR” course design review process.

QUALITY GUIDELINES

Welcome message or announcement

Instructor provides message or announcement at the beginning of the course to welcome the student and provide any next steps needed.

Getting started page

What will the student see when they login to the course? Canvas provides multiple ways to introduce the student by using pages, syllabus, modules, or assignments.

Instructor introduction

Student has an opportunity to get to know the instructor. The instructor can provide background information along with preferred ways to be contacted for any additional questions.

Course overview and navigation

By using modules or pages the student can easily navigate through course materials. A logical, consistent, and uncluttered layout should be established.

Syllabus

Student can find the course syllabus which can be printed and available outside Canvas. All the required components of the syllabus should be available from this document.

Gradebook

Student has easy access to a well-designed and up-to-date gradebook.

Course calendar

Student should know what tasks are due and when to be successful in the course.