# Job Aid – Course Map Checklist

In this activity, you will review a short Course Map checklist. This checklist will help you verify whether all required items and mappings in your course map are present. If you are able to answer yes to all of the questions listed below, you are ready to begin building your course in the LMS!

### Course Objectives

[ ]  Do the course objectives demonstrate the skills you’d like students to master?

[ ]  Are they SMART (Specific, Measurable, Achievable, Relevant, Timely)?

[ ]  Do the objectives avoid using the word “understand” or “learn” for their measurable action verb?

### Module Objectives

[ ]  Are there enough objectives in each module to align with your assessments?

[ ]  Are there too many objectives in each module so that they are not aligned with assessments?

[ ]  Are they (Specific, Measurable, Achievable, Relevant, Timely)?

[ ]  Are all module objectives aligned with one course objective?

[ ]  Are all module objectives specific to the module and not repeated elsewhere in the course?

### Content

[ ]  Does the content align with a module objective?

[ ]  Are there are variety of types of learning materials?

[ ]  Are the content materials accessible for all learners?

[ ]  Does the content help students achieve the stated learning objectives?

[ ]  Has optional or “nice to know” content been indicated and aligned withed a module objective?

### Interaction

[ ]  Do interaction opportunities align with a module objective?

[ ]  Do students have the opportunity to interact with content?

[ ]  Do students have the opportunity to interact with one another?

[ ]  Do students have the opportunity to interact with the instructor?

[ ]  Is there a variety of interaction types in the course?

### Assessments

[ ]  Do the assessments align with the verbs of the module objectives?

[ ]  Do the assessments align with the content provided in the course?

[ ]  Do students have the chance to check their progress through formative assessments?

[ ]  Are the assessments organized and scaffolded in a regular cadence?

[ ]  Are there a variety of assessment types?

### Student Workload

[ ]  Does the workload in the course (content & assessments) match the credit hour requirements?

[ ]  Will students be able to complete the content and assessments?

[ ]  Have you left enough time between assessments to provide regular and substantive feedback?