# Checklist for Meeting Online Quality Essentials Standard 8

# Course Technology

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| 8.1 Course uses the institutionally supported learning management system.  8.2 Course includes a pre-course technology checklist and online readiness quiz.  8.3 Course includes step-by-step guides or tutorials for all required technologies.  8.4 Course includes explicit guidelines for using generative AI. |

**Active Learning:** Active learning occurs when learners engage by “doing” something, such as discovering, processing, or applying concepts and information.

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| **Choosing Course Technologies** | |
| 🞎 | Ensure course activities and content are delivered within NIU’s supported learning management system (8.1) |
| 🞎 | Provide learners with a pre-course technology checklist and an online readiness quiz to prepare them for success (8.2) |
| 🞎 | Include detailed step-by-step guides, tutorials, or links to resources for using all required technologies (8.3) |
| 🞎 | Clearly articulate expectations and guidelines for the use of generative AI tools in the course (8.4) |
| **Tips (Recommended strategies to consider)** | |
| Direct students to NIU’s technology support services for training on institutionally supported tools. | |
| Provide the technology checklist in multiple formats (e.g., downloadable PDF and an interactive LMS page). | |
| Incorporate short video tutorials demonstrating how to use key tools and technologies. | |
| Establish clear boundaries for acceptable use of generative AI (e.g., citation requirements, appropriate contexts for use). | |
| Periodically review and update guides and tutorials to reflect new versions of tools and institutional policies. | |