



Checklist for Meeting Online Quality Essentials Standard 8

Course Technology

- ✓ 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.

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.