



Checklist for Meeting Quality Matters Standard 4 Instructional Materials

- 4.1 The instructional materials contribute to the achievement of the stated learning objectives.
- 4.2 The relationship between the use of instructional materials in the course and completion of learning activities and assessments is clearly explained.
- 4.3 The course models the academic integrity expected of learners by providing both source references and permissions for use of instructional materials.
- 4.4 The instructional materials represent up-to-date theory and practice in the discipline.
- 4.5 A variety of instructional materials is used in the course.

Designing Instructional Materials

- Explain the purpose of instructional materials so students understand why and how to use the materials (4.2)
- For each module, the sequence of instructional materials and learning activities is obvious (4.2)
- If students will be finding their own resources, provide guidelines for how students should evaluate and select resources (4.3)
- Provide appropriate academic citations for instructional materials (4.3)
- Instructional materials are current and represent up-to-date practice in the field, or are historical or seminal to the discipline (4.4)
- The instructional materials represent diverse perspectives (4.5)
- The instructional materials offer student choice and multiple modalities (4.5)
- If offered, optional materials are clearly marked and relevance to learning activities clearly explained. (4.2)

Alignment

- Instructional materials contribute to the course and module learning objectives, and relationship with objectives is clear (4.1)

Tips (Recommended strategies to consider)

Discover or curate content first, and then identify gaps before creating new content

Group instructional materials with associated learning activities and assessments

Provide and clearly mark optional materials for pre-requisites or extending learning

