Online Foundational Requirements:

Focus is on static *delivery* of learning content; however, instructional strategies should encourage active engagement with the learning. You should assess the unit against the following core elements:

	Core Elements	Moodle Examples
☐	**Content – You should:**	
☐	Provide convenor contact details & photo	• Contact details block
☐	Provide a Unit Outline	• Block
☐	Create student groups as needed, seminar/tutorial enrolment	• Groups/Groupings (e.g. Holmesglen, Bruce)
☐	Provide Unit content – e.g. lecture podcasts, power points, documents, readings, links to websites	• Files • Podcasts • forums
☐	Create a unit structure – coherent and easy for self-directed student to follow	• modules/weeks • Unit schedule
☐	**Instructional Strategies – You Should:**	
☐	Incorporate self-directed and individual activities – particularly important to engage online learners & create a productive and positive learning environment with an ability to self-assess, providing a sense of making progress.	• Forums • Wikis • Quiz • Choice • Etc.
☐	**Communication – You should:**	
☐	Provide a welcome message – creates a teacher presence	• News & Announcement Forum • Podcast
☐	Create an *opportunity* for the cohort/s to interact and get to know other participants and the Convenor	• Forum
☐	**Assessment – You should:**	
☐	Provide details and supplementary assessment information	• File • Assignment drop box description • Marking rubric/guidelines
☐	Provide submission drop-boxes	• Assignment drop box • Quiz
☐	Provide for a Unit Evaluation	• Use Moodle Evaluation

☐ A self-directed student can successfully complete this unit from a distance (i.e. not on campus), meeting all the required unit outcomes, with learning materials as delivered above.