



CENTER FOR TEACHING  
LEARNING AND EXTENDED STUDIES

Quality Matters (QM) Training Workshops  
Spring 2017

3<sup>rd</sup> Floor, Belcher Hall

Workshop Title	Workshop Description	Workshop Outcomes
<p><b>Quality Matters: Introduction to QM (QM101)</b>  <b><u>A.M. Sessions – 9:00 – 9:45</u></b>  <input type="checkbox"/> Feb. 8<sup>th</sup>  <b><u>P.M. Sessions – 2:15 – 3:00</u></b>  <input type="checkbox"/> Feb. 16<sup>th</sup></p>	<p>This workshop is designed for distance learning instructors who are unfamiliar with Quality Matters or would like to broaden their understanding. We will address the foundation(s) of QM and why it is important to the SCSU Bulldog faculty teaching distance learning courses?</p>	<p>By the end of this workshop, participants will be able to:</p> <ul style="list-style-type: none"> <li>• Explain the purpose of QM</li> <li>• Describe how blended/online course expectations relate to the primary purpose of QM</li> <li>• Determine participants level of involvement in the QM process</li> </ul>
<p><b>Quality Matters: Creating a ‘Quality’ Online Course (QM 102)</b>  <b><u>A.M. Sessions – 9:00 – 9:45</u></b>  <input type="checkbox"/> Feb. 22<sup>nd</sup>  <b><u>P.M. Sessions – 2:15 – 3:00</u></b>  <input type="checkbox"/> Feb. 28<sup>th</sup></p>	<p>This workshop will examine how specific tasks in Blackboard Learn 9.1 are directly proportional to the standards as outlined on the QM Rubric. We will address instructional design methods and best practices for the online environment.</p>	<p>By the end of this workshop, participants will be able to:</p> <ul style="list-style-type: none"> <li>• Use the QM rubric or a SCSU CTLES generated checklist as a guide when designing blended/online courses.</li> <li>• Begin their Blackboard Learn 9.1 online course design using the SCSU Distance Learning Course Template</li> </ul>
<p><b>Quality Matters: The Importance of “Alignment” (QM 103)</b>  <b><u>A.M. Sessions – 9:00 – 9:45</u></b>  <input type="checkbox"/> Mar. 1<sup>st</sup>  <b><u>P.M. Sessions – 2:15 – 3:00</u></b>  <input type="checkbox"/> Mar. 7<sup>th</sup></p>	<p>This workshop will present participants with an overview of the backward design process, which promotes a well-aligned course that is focused on student learning outcomes. We will address ways to ‘meet’ the standards on the QM Rubric that pertain to alignment.</p>	<p>By the end of this workshop, participants will be able to:</p> <ul style="list-style-type: none"> <li>• Understand the importance of “alignment” in an online course</li> <li>• Design an online course that ‘meets’ the QM standards of alignment</li> <li>• Apply the Quality Matters rubric, both as a guide and checklist when designing online courses</li> </ul>
<p><b>Quality Matters: Checks n’ Balances (QM 104)</b>   <b><i>**Option C of SCSU Online Teaching Certificate Program**</i></b>  <b><u>A.M. Sessions – 9:00 – 9:45</u></b>  <input type="checkbox"/> Mar. 22<sup>nd</sup>  <b><u>P.M. Sessions – 2:15 – 3:00</u></b>  <input type="checkbox"/> Mar. 23<sup>rd</sup></p>	<p>This workshop is designed to explain the avenues in which participants can engage in reviews to assess the quality of course design. We will address the necessity of faculty to be directly involved in the course review and provide several modes of inclusion.</p>	<p>By the end of this workshop, participants will be able to:</p> <ul style="list-style-type: none"> <li>• Perform a preliminary self-review of their online course using the Self-Review tool provided during the workshop</li> <li>• Conduct informal peer reviews of a colleagues' courses by request</li> <li>• Understand the purpose and process of requesting a trained QM Peer Reviewer from the Center for</li> </ul>

*\*\*Workshop availability subject to change—notifications will be posted on the CTLES website and sent out to faculty via e-mail\*\**



# CENTER FOR TEACHING LEARNING AND EXTENDED STUDIES

		Teaching, Learning and Extended Services to do an informal QM review of their course
<b>Quality Matters: Assessing Course Accessibility (QM Accessibility Template) (QM105)</b> **SCSU Office of Disability Services** <b>A.M. Sessions – 9:00 – 9:45</b> <input type="checkbox"/> Mar. 29 <sup>th</sup> <b>P.M. Sessions – 2:15 – 3:00</b> <input type="checkbox"/> Apr. 4 <sup>th</sup>	This workshop is designed to provide participants with information, resources and strategies pertaining to accessibility-related issues. We will address how participants can adopt certain strategies/procedures to fulfill their responsibility of student accessibility.	By the end of this workshop, participants will be able to: <ul style="list-style-type: none"><li>• Identify various strategies/techniques and best practices for ensuring the inclusion of student accessibility.</li><li>• Explain the importance of student accessibility</li><li>• Produce document(s) in various forms (such as MS Word documents and working with PDF's) that can be used in face-to-face and online courses.</li></ul>

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