Guidelines for Quality Matters Official Course Reviews for Blended/Hybrid Courses

The University of Alabama at Birmingham

The Quality Matters (QM) course reviews of online and blended/hybrid courses use the same QM Rubric/standards to assess the quality of the design of these courses. Therefore, evidence for meeting the QM standards must be present in the blended/hybrid course shell.

The following is a list of the main components that are required to be available in the blended/hybrid course shell in order to be considered for QM Course Review.

- Measurable course and module/unit learning objectives.
- Assessments – If the assessments are taken face to face, instructions and corresponding objectives need to be available in the blended/hybrid course shell.
- Instructional Materials – These may include websites, articles, recorded lectures, and/or references to textbook readings. All face to face content is not subject to review, only that which is necessary for reviewing and assessing the alignment with learning objectives.
- Learning Activities and Learner Interaction – These may include activities that are occurring online and/or references to the face to face activities.
- Course Technology – These may include the list of technologies required to complete the course activities in addition to information on how to access the technology and technical support.
- Communication Plan – Include a communication plan in the course syllabus or the Start Here/Getting Started module. It must be clear to the learners what course components are occurring online and which ones are occurring face to face. Any course updates communicated face to face, should also be available in the online course.

Download the Standards from the QM Higher Education Rubric. This download is intended for single use only. Please do not duplicate and distribute without written permission from QM.

Faculty that are prepared for a Quality Matters review have better outcomes and gain a deeper understanding from the review process. UAB encourages faculty to use the QM Self-Review tool**, which allows users to conduct their own reviews prior to submitting their courses for official reviews. Learn how to access and use the Self-Review tool.

**Please note: Accessing the QM Self-Review tool requires you to Sign In using your MyQM account credentials. If you do not have a MyQM account please Create a MyQM Account to view content.

To get started, please contact your QM Coordinators, Randi Kirkland and Samira Laouzai.