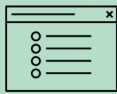


UF + Quality Matters Course Review Timeline



Instructor Course Development



Complete the Great Online Course Workshop Series



Design and build a great online course with the help of an instructional designer



Teach the course and complete Part 1 of the Course Reviews for Excellence Workshop (CREW)



Complete a quality self-review in ProposalSpace and include student evaluations and course map

Office of Teaching Excellence Course Review Management



Assign trained reviewers to each course and send reviewers feedback tips



Track course collaborators and information in Salesforce



Identify reviewers who have completed CREW



Check self-review to insure all items have been submitted correctly and create a course Ally report

Reviewers Complete Course Review



Review assigned courses and receive feedback tips



Complete course review (target deadline is three weeks)



Send helpful feedback to instructor team through ProposalSpace



Instructor Follow-Up



If all essential standards **are** met: Instructor receives notification and invitation to complete Part 2 of the Course Reviews for Excellence Workshop (CREW)



Receive course feedback from the Office of Teaching Excellence



If all essential standards **are not** met: Instructor team has two weeks to make changes to course and provide additional details to reviewers

Reviewers Check Revisions



If revisions were requested:
- Reviewer receives additional details from instructor team
- Reviewer revises course review

Instructor "Pays it Forward"



Faculty teaching courses that receive an exemplary designation will be recognized at UF



Receive course badge for quality designation



Review two courses



Become a trained course reviewer upon completion of CREW