Questionnaire for DE skills assessment
LCWA DE Best Practices
May 28, 2020

Please circle all those in which you have a level of competence.

A. Technology:
1. Can operate synchronously or asynchronously (Zoom, Google Hangouts, Virtual Classroom, etc.).
2. Can make clear to learners how to get started on the course and how to navigate OAKS.
3. Can direct learners to links and information on technical support (Help Desk, Library, TLT.).
4. Can embed course content, create learning activities, and develop quizzes and assignments on OAKS.
5. Can set up and facilitate discussions within OAKS.
6. Can set up and manage the OAKS gradebook.
7. Is conversant in a variety of educational applications (Voicethread, Flipgrid, etc.) and can apply applications to needed tasks.
8. Can state minimum technology requirements and technical skills expected of learners.
9. Can communicate effectively with learners using a variety of channels (OAKS, email, text message, social media, etc.).
10. Can create or modify basic multimedia materials (e.g., recording and editing a self-introduction, a lecture, etc.).
11. Can appropriately embed and share multimedia materials.

B. Online pedagogy
1. Given a learning objective, can produce and implement learning tasks in an online environment.
2. Can provide appropriate feedback to learners in an online context.
3. Can clearly state "netiquette" expectations for online discussions, email, video contributions, and other forms of communication.
4. Can implement policies and strategies to foster classroom community building.
5. Can design online courses that employ appropriate pacing (Modules, checklists, etc.).

C. Self-Evaluation
1. Can align or change materials, instructional strategies, etc., as needed as a result of formative and/or summative assessments.