Rubric: Creating a *Start Here* Module

Description:

A *start here* module in the content section of the course provides learners with an introduction to the course, the course environment, the course tools, and the course policies and procedures. It sets the foundation and structure of the course procedures, policies, and expectations.

Alignment:

This rubric would provide guidance on the elements to include in a *start here* module as well as permit learners to self-assess or to have others assess their performance. In addition, the tool could be used by an instructor to provide feedback on the adequacy of the *start here* module.

Criterion	Exemplary	Effective	Baseline
About the course	Contains detailed information about the course, course-level and module-level learning objectives, detailed course policies, grading scale, syllabus, instructor bio, technical support resources, academic support resources	Contains specific information about the course, learning objectives, syllabus, and instructor bio	Contains general information about the course, including course syllabus
Course site navigation	An activity designed to introduce students to the course site is utilized (such as a scavenger hunt)	Specific instructions for using the course site are given, and links to complete/advanced instructions and tutorials are provided	Basic instructions for using the course site are given
Discussion boards and content posting	Instructions and guidelines for using discussion boards and posting content are provided, including recommendations for frequency and etiquette. Discussion board posting assignment included, such as an introduction activity, with initial post by instructor and/or sample post included.	Instructions and guidelines for using discussion boards and posting content are provided, including recommendations for frequency	Instructions and guidelines for using discussion boards and posting content are provided