Preparing to Teach Online

Have you completed training in online teaching?

**NO**

Contact the Reinert Center to enroll in *Introduction to Online Teaching* (a 4-week online course).

Complete the Reinert Center course. Familiarize yourself with SLU's Online Course Design Rubric.

**YES**

Visit SLU's Distance Education webpage; and access information for faculty.

If your training was completed outside of SLU, submit documentation to Associate Provost Chapman.

Familiarize yourself with SLU's Online Course Design Rubric.

Design and build your course in the LMS and in alignment with the Online Course Design Rubric. The next step is Peer Review.

Online Course Design Peer Review

On the date indicated by the DEO, peer reviewer(s) begin reviewing online courses.

A trained faculty member assesses your course for alignment with SLU's Online Course Design Rubric.

The DEO shares with you the results of the peer review.

Does your course design meet rubric standards?

**YES**

Congratulations! You are now ready to teach your online course.

**NOT YET**

Consult with the DEO or Reinert Center to revise your course to align with rubric standards.