

Continuity of Learning Checklist

		Yes	No	Comment
Course Resilience	1. Syllabus refers to class cancellation expectations.			
	2. Instructors create online resources that are UDL.			
	3. Students understand the cognitive science behind learner-centered activities.			
	4.			
	5.			
Activity Design	1. Meets course goals and objectives.			
	2. Created as an evergreen learning activity.			
	3. Clear directions for students.			
	4. Alternative methods of access.			
	5. Universally designed for learning.			
	6.			
Student Preparation	1. Class time is used to establish a method of emergency communication.			
	2. Course documents are posted online.			
	3. Low stakes online assignments are offered early in the semester.			
	4. Announcements are sent to students ASAP when a “rainy day” assignment will be used.			
	5. Students are exposed to in class student-centered learning activities in face-to-face classes.			
	6. Students are encouraged to use online office hours and Q & A forums.			
	7. Students have practice using online library resources.			
	8. Students have a space to collaborate with peers.			
	9.			
	10.			
Faculty Support	1. Contact information available for IT, Media Services, and Pedagogical Support.			
	2. IT provides a list of recommended equipment for creating remote learning activities.			
	3. Web site with resources for online teaching and learning tools.			
	4. Web site with resources for remote pedagogical ideas			
	5. ITS provides technology support.			
	6. CTSE provides lesson design support.			
	7. The Office of Disability Services provides a BlackBoard course on Making Online Courses ADA Compliant.			
	8. Faculty can access files and other resources from home using Suffolk’s VPN instructions.			
	9.			
Accessibility of Activity	1. Accommodate the needs of students who may not be able to access the Internet.			
	2. Ensure accessibility of posted documents.			
	3. Add closed captioning to videos.			
	4.			



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Topic/Learning Objectives		Activities	Technology Tools
Just-in-Time Content	Evergreen Non-Content Content		