C-DAC Standards for Reviewing Course Outlines

1. Require corrections for spelling and grammar errors, and typos.

2. Be cautious about level of editing done in the Evidence/Assessment Column.

3. For a designated competency, each learning outcome must be mapped at least once (but can be mapped more than once).

4. It’s okay to list learning objectives more than once on the outline with different outcomes, or to consolidate all of the relevant outcomes with one learning objective.

5. Course outlines must be understandable to faculty/staff/students outside the discipline.

6. Learning Outcome should not be less stringent than required competencies (often we can catch this by paying close attention to the verbs in the learning outcome).

7. Learning outcomes can be listed without any mapped competencies (this will occur frequently in courses where technical skills are important).

8. Assessment should be appropriate to measure the skill specified in the outcome.

9. All mapping (i.e. FP1) should be listed in the middle column of the course outline because this is where the learning outcomes (specific skills we expect students to achieve) are listed.

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