



Grand Canyon University Peer Support Review (PSR)

Faculty Name	Course	Section	Start Date
sample instructor	ABC-101	O101	1/5/2012
Number of weeks	8	Findings	Documentation
Week One			
Section 1 - COURSE SET-UP (40%)			
1. Faculty member posted contact information on the My Profile page including my.gcu.edu email address, preferred phone number, and time zone for office hours/phone calls.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member posted an introduction on the Class Wall. (Please mark exceeded if the faculty member utilized the Bio Template)	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member responded to all student introductions on the Class Wall.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member posted a welcome announcement advising students where to find the classroom policies and the Instructor Add-Ons page. The announcement directed students to the syllabus, Questions to Instructor forum, and Class Wall. Faculty member also posted weekly objectives and expectations for Module 1.	Met: The faculty member met the requirement.		Satisfactory
5. Faculty member posted a welcome message in the Questions to Instructor forum encouraging students to post their questions or concerns.	Met: The faculty member met the requirement.		Satisfactory
Section 2 - CLASSROOM MANAGEMENT (20%)			
1. Faculty member responded to all student questions in the Questions to Instructor forum, Individual Forum, or submitted via any other communication method within 24 hours.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member set up CLC groups by the end of the first week and posted the team list in an announcement to the students.	Choose from the following menu	This is a best practice, not a requirement	
3. Faculty member posted a weekly wrap-up message and an introduction to the next week in the discussion forum.	Choose from the following menu	This is a best practice, not a requirement for most courses. Mark exceeded if the faculty member posted	
Section 3 - PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)			
1. Faculty member participated actively and substantively in the weekly discussion forum by posting several content-focused replies at least 4/7 days (5/7 days in UNV-103, CWV-101, and other courses as outlined in the Online Classroom Policies).	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member utilized a variety of facilitation techniques in a relevant way to encourage student participation (i.e. asking open-ended questions that are thought provoking and stimulate critical thinking; using the Socratic Method and Bloom's Taxonomy).	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member demonstrated effective written communication skills (i.e. clarity, spelling, grammar) and an overall professional and respectful tone with the students.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member used outside resources and/or personal real-world experiences to add value to discussions.	Met: The faculty member met the requirement.		Satisfactory
Week One Total:			Satisfactory

sample instructor	ABC-101	O101	1/12/2012	
		Findings	Documentation	Score
Week Two				
Section 1 - CLASSROOM MANAGEMENT (20%)				
1. Faculty member responded to all student questions in the Questions to Instructor forum, Individual Forum, or submitted via any other communication method within 24 hours.	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member posted a weekly wrap-up message and an introduction to the next week in the discussion forum.	Choose from the following menu	This is a best practice, not a requirement for most courses. Mark exceeded if the faculty member posted the wrap-up and not applicable if not.		
3. Faculty member utilized the announcement feature to introduce weekly topics, expectations, and confirm feedback has been posted for the prior week.	Met: The faculty member met the requirement.		Satisfactory	
Section 2 - PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)				
1. Faculty member participated actively and substantively in the weekly discussion forum by posting several content-focused replies at least 4/7 days (5/7 days in UNV-103, CWV-101, and other courses as outlined in the Online Classroom Policies).	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member utilized a variety of facilitation techniques in a relevant way to encourage student participation (i.e. asking open-ended questions that are thought provoking and stimulate critical thinking; use of the Socratic Method and Bloom's Taxonomy).	Met: The faculty member met the requirement.		Satisfactory	
3. Faculty member demonstrated effective written communication skills (i.e. clarity, spelling, grammar) and an overall professional and respectful tone with the students.	Met: The faculty member met the requirement.		Satisfactory	
4. Faculty member used outside resources and/or personal real-world experiences to add value to discussions.	Met: The faculty member met the requirement.		Satisfactory	
Section 3 - GRADING & FEEDBACK (40%)				
1. Faculty member used the gradebook to provide Module 1 assignment feedback within 7 days of the student's assignment submission date. Faculty member used the gradebook to provide feedback on Module 1 participation and discussion question responses within 7 days of the module end date. When applicable, the faculty member adhered to all course-specific feedback requirements dictated by the Online Classroom Policies or curriculum materials.	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member provided qualitative, holistic feedback to support the numerical score awarded for assignments. Feedback addressed content and mechanics, and it provided students with takeaways to improve their performance on subsequent assignments. Faculty member used rubrics and/or auto rubrics when required.	Met: The faculty member met the requirement.		Satisfactory	
3. Faculty member reviewed all TII submissions and held students accountable to the Turnitin (TII) policy and plagiarism policies when applicable.	Met: The faculty member met the requirement.		Satisfactory	
4. Faculty member provided substantive, individualized, and comprehensive feedback on student participation.	Met: The faculty member met the requirement.		Satisfactory	
Week Two Total:			Satisfactory	

sample instructor	ABC-101	O101	1/19/2012
Findings		Documentation	Score
Week Three			
Section 1 - CLASSROOM MANAGEMENT (20%)			
1. Faculty member responded to all student questions in the Questions to Instructor forum, Individual Forum, or submitted via any other communication method within 24 hours.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member posted a weekly wrap-up message and an introduction to the next week in the discussion forum.	Choose from the following menu	This is a best practice, not a requirement for most courses. Mark exceeded if the faculty member posted the wrap-up and not applicable if not.	
3. Faculty member utilized the announcement feature to introduce weekly topics, expectations, and confirm feedback has been posted for the prior week.	Met: The faculty member met the requirement.		Satisfactory
Section 2 - PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)			
1. Faculty member participated actively and substantively in the weekly discussion forum by posting several content-focused replies at least 4/7 days (5/7 days in UNV-103, CWV-101, and other courses as outlined in the Online Classroom Policies).	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member utilized a variety of facilitation techniques in a relevant way to encourage student participation (i.e. asking open-ended questions that are thought provoking and stimulate critical thinking; use of the Socratic Method and Bloom's Taxonomy).	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member demonstrated effective written communication skills (i.e. clarity, spelling, grammar) and an overall professional and respectful tone with the students.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member used outside resources and/or personal real-world experiences to add value to discussions.	Met: The faculty member met the requirement.		Satisfactory
Section 3 - GRADING & FEEDBACK (40%)			
1. Faculty member used the gradebook to provide Module 2 assignment feedback within 7 days of the student's assignment submission date. Faculty member used the gradebook to provide feedback on Module 2 participation and discussion question responses within 7 days of the module end date. When applicable, the faculty member adhered to all course-specific feedback requirements dictated by the Online Classroom Policies or curriculum materials.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member provided qualitative, holistic feedback to support the numerical score awarded for assignments. Feedback addressed content and mechanics, and it provided students with takeaways to improve their performance on subsequent assignments. Faculty member used rubrics and/or auto rubrics when required.	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member reviewed all TII submissions and held students accountable to the Turnitin (TII) policy and plagiarism policies when applicable.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member provided substantive, individualized, and comprehensive feedback on student participation.	Met: The faculty member met the requirement.		Satisfactory

sample instructor	ABC-101	O101	1/26/2012	
		Findings	Documentation	Score
Week Four				
Section 1 - CLASSROOM MANAGEMENT (20%)				
1. Faculty member responded to all student questions in the Questions to Instructor forum, Individual Forum, or submitted via any other communication method within 24 hours.	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member posted a weekly wrap-up message and an introduction to the next week in the discussion forum.	Choose from the following menu	This is a best practice, not a requirement for most courses. Mark exceeded if the faculty member posted the wrap-up and not applicable if not.		
3. Faculty member utilized the announcement feature to introduce weekly topics, expectations, and confirm feedback has been posted for the prior week.	Met: The faculty member met the requirement.		Satisfactory	
Section 2 - PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)				
1. Faculty member participated actively and substantively in the weekly discussion forum by posting several content-focused replies at least 4/7 days (5/7 days in UNV-103, CWV-101, and other courses as outlined in the Online Classroom Policies).	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member utilized a variety of facilitation techniques in a relevant way to encourage student participation (i.e. asking open-ended questions that are thought provoking and stimulate critical thinking; use of the Socratic Method and Bloom's Taxonomy).	Met: The faculty member met the requirement.		Satisfactory	
3. Faculty member demonstrated effective written communication skills (i.e. clarity, spelling, grammar) and an overall professional and respectful tone with the students.	Met: The faculty member met the requirement.		Satisfactory	
4. Faculty member used outside resources and/or personal real-world experiences to add value to discussions.	Met: The faculty member met the requirement.		Satisfactory	
Section 3 - GRADING & FEEDBACK (40%)				
1. Faculty member used the gradebook to provide Module 3 assignment feedback within 7 days of the student's assignment submission date. Faculty member used the gradebook to provide feedback on Module 3 participation and discussion question responses within 7 days of the module end date. When applicable, the faculty member adhered to all course-specific feedback requirements dictated by the Online Classroom Policies or curriculum materials.	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member provided qualitative, holistic feedback to support the numerical score awarded for assignments. Feedback addressed content and mechanics, and it provided students with takeaways to improve their performance on subsequent assignments. Faculty member used rubrics and/or auto rubrics when required.	Met: The faculty member met the requirement.		Satisfactory	
3. Faculty member reviewed all TII submissions and held students accountable to the Turnitin (TII) policy and plagiarism policies when applicable.	Met: The faculty member met the requirement.		Satisfactory	
4. Faculty member provided substantive, individualized, and comprehensive feedback on student participation.	Met: The faculty member met the requirement.		Satisfactory	

sample instructor	ABC-101	O101	2/2/2012
Findings		Documentation	Score
Week Five			
Section 1 - CLASSROOM MANAGEMENT (20%)			
1. Faculty member responded to all student questions in the Questions to Instructor forum, Individual Forum, or submitted via any other communication method within 24 hours.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member posted a weekly wrap-up message and an introduction to the next week in the discussion forum.	Choose from the following menu	This is a best practice, not a requirement for most courses. Mark exceeded if the faculty member posted the wrap-up and not applicable if not.	
3. Faculty member utilized the announcement feature to introduce weekly topics, expectations, and confirm feedback has been posted for the prior week.	Met: The faculty member met the requirement.		Satisfactory
Section 2 - PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)			
1. Faculty member participated actively and substantively in the weekly discussion forum by posting several content-focused replies at least 4/7 days (5/7 days in UNV-103, CWV-101, and other courses as outlined in the Online Classroom Policies).	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member utilized a variety of facilitation techniques in a relevant way to encourage student participation (i.e. asking open-ended questions that are thought provoking and stimulate critical thinking; use of the Socratic Method and Bloom's Taxonomy).	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member demonstrated effective written communication skills (i.e. clarity, spelling, grammar) and an overall professional and respectful tone with the students.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member used outside resources and/or personal real-world experiences to add value to discussions.	Met: The faculty member met the requirement.		Satisfactory
Section 3 - GRADING & FEEDBACK (40%)			
1. Faculty member used the gradebook to provide Module 4 assignment feedback within 7 days of the student's assignment submission date. Faculty member used the gradebook to provide feedback on Module 4 participation and discussion question responses within 7 days of the module end date. When applicable, the faculty member adhered to all course-specific feedback requirements dictated by the Online Classroom Policies or curriculum materials.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member provided qualitative, holistic feedback to support the numerical score awarded for assignments. Feedback addressed content and mechanics, and it provided students with takeaways to improve their performance on subsequent assignments. Faculty member used rubrics and/or auto rubrics when required.	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member reviewed all TII submissions and held students accountable to the Turnitin (TII) policy and plagiarism policies when applicable.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member provided substantive, individualized, and comprehensive feedback on student participation.	Met: The faculty member met the requirement.		Satisfactory

sample instructor	ABC-101	O101	2/9/2012
Findings		Documentation	Score
Week Six			
Section 1 - CLASSROOM MANAGEMENT (20%)			
1. Faculty member responded to all student questions in the Questions to Instructor forum, Individual Forum, or submitted via any other communication method within 24 hours.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member posted a weekly wrap-up message and an introduction to the next week in the discussion forum.	Choose from the following menu	This is a best practice, not a requirement for most courses. Mark exceeded if the faculty member posted the wrap-up and not applicable if not.	
3. Faculty member utilized the announcement feature to introduce weekly topics, expectations, and confirm feedback has been posted for the prior week.	Met: The faculty member met the requirement.		Satisfactory
Section 2 - PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)			
1. Faculty member participated actively and substantively in the weekly discussion forum by posting several content-focused replies at least 4/7 days (5/7 days in UNV-103, CWV-101, and other courses as outlined in the Online Classroom Policies).	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member utilized a variety of facilitation techniques in a relevant way to encourage student participation (i.e. asking open-ended questions that are thought provoking and stimulate critical thinking; use of the Socratic Method and Bloom's Taxonomy).	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member demonstrated effective written communication skills (i.e. clarity, spelling, grammar) and an overall professional and respectful tone with the students.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member used outside resources and/or personal real-world experiences to add value to discussions.	Met: The faculty member met the requirement.		Satisfactory
Section 3 - GRADING & FEEDBACK (40%)			
1. Faculty member used the gradebook to provide Module 5 assignment feedback within 7 days of the student's assignment submission date. Faculty member used the gradebook to provide feedback on Module 5 participation and discussion question responses within 7 days of the module end date. When applicable, the faculty member adhered to all course-specific feedback requirements dictated by the Online Classroom Policies or curriculum materials.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member provided qualitative, holistic feedback to support the numerical score awarded for assignments. Feedback addressed content and mechanics, and it provided students with takeaways to improve their performance on subsequent assignments. Faculty member used rubrics and/or auto rubrics when required.	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member reviewed all TII submissions and held students accountable to the Turnitin (TII) policy and plagiarism policies when applicable.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member provided substantive, individualized, and comprehensive feedback on student participation.	Met: The faculty member met the requirement.		Satisfactory

sample instructor	ABC-101	O101	2/16/2012
Findings		Documentation	Score
Week Seven			
Section 1 - CLASSROOM MANAGEMENT (20%)			
1. Faculty member responded to all student questions in the Questions to Instructor forum, Individual Forum, or submitted via any other communication method within 24 hours.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member posted a weekly wrap-up message and an introduction to the next week in the discussion forum.	Choose from the following menu	This is a best practice, not a requirement for most courses. Mark exceeded if the faculty member posted the wrap-up and not applicable if not.	
3. Faculty member utilized the announcement feature to introduce weekly topics, expectations, and confirm feedback has been posted for the prior week.	Met: The faculty member met the requirement.		Satisfactory
Section 2 - PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)			
1. Faculty member participated actively and substantively in the weekly discussion forum by posting several content-focused replies at least 4/7 days (5/7 days in UNV-103, CWV-101, and other courses as outlined in the Online Classroom Policies).	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member utilized a variety of facilitation techniques in a relevant way to encourage student participation (i.e. asking open-ended questions that are thought provoking and stimulate critical thinking; use of the Socratic Method and Bloom's Taxonomy).	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member demonstrated effective written communication skills (i.e. clarity, spelling, grammar) and an overall professional and respectful tone with the students.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member used outside resources and/or personal real-world experiences to add value to discussions.	Met: The faculty member met the requirement.		Satisfactory
Section 3 - GRADING & FEEDBACK (40%)			
1. Faculty member used the gradebook to provide Module 6 assignment feedback within 7 days of the student's assignment submission date. Faculty member used the gradebook to provide feedback on Module 6 participation and discussion question responses within 7 days of the module end date. When applicable, the faculty member adhered to all course-specific feedback requirements dictated by the Online Classroom Policies or curriculum materials.	Met: The faculty member met the requirement.		Satisfactory
2. Faculty member provided qualitative, holistic feedback to support the numerical score awarded for assignments. Feedback addressed content and mechanics, and it provided students with takeaways to improve their performance on subsequent assignments. Faculty member used rubrics and/or auto rubrics when required.	Met: The faculty member met the requirement.		Satisfactory
3. Faculty member reviewed all TII submissions and held students accountable to the Turnitin (TII) policy and plagiarism policies when applicable.	Met: The faculty member met the requirement.		Satisfactory
4. Faculty member provided substantive, individualized, and comprehensive feedback on student participation.	Met: The faculty member met the requirement.		Satisfactory

sample instructor	ABC-101	O101	2/23/2012	
		Findings	Documentation	Score
Week Eight				
Section 1 - CLASSROOM MANAGEMENT (20%)				
1. Faculty member responded to all student questions in the Questions to Instructor forum, Individual Forum, or submitted via any other communication method within 24 hours.	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member posted a weekly wrap-up message and an introduction to the next week in the discussion forum.	Choose from the following menu	This is a best practice, not a requirement for most courses. Mark exceeded if the faculty member posted the wrap-up and not applicable if not.		
3. Faculty member utilized the announcement feature to introduce weekly topics, expectations, and confirm feedback has been posted for the prior week.	Met: The faculty member met the requirement.		Satisfactory	
Section 2 - PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)				
1. Faculty member participated actively and substantively in the weekly discussion forum by posting several content-focused replies at least 4/7 days (5/7 days in UNV-103, CWV-101, and other courses as outlined in the Online Classroom Policies).	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member utilized a variety of facilitation techniques in a relevant way to encourage student participation (i.e. asking open-ended questions that are thought provoking and stimulate critical thinking; use of the Socratic Method and Bloom's Taxonomy).	Met: The faculty member met the requirement.		Satisfactory	
3. Faculty member demonstrated effective written communication skills (i.e. clarity, spelling, grammar) and an overall professional and respectful tone with the students.	Met: The faculty member met the requirement.		Satisfactory	
4. Faculty member used outside resources and/or personal real-world experiences to add value to discussions.	Met: The faculty member met the requirement.		Satisfactory	
Section 3 - GRADING & FEEDBACK (40%)				
1. Faculty member used the gradebook to provide Module 7 & 8 assignment feedback within 7 days of the student's assignment submission date. Faculty member used the gradebook to provide feedback on Module 7 & 8 participation and discussion question responses within 7 days of the module end date. When applicable, the faculty member adhered to all course-specific feedback requirements dictated by the Online Classroom Policies or curriculum materials.	Met: The faculty member met the requirement.		Satisfactory	
2. Faculty member provided qualitative, holistic feedback to support the numerical score awarded for assignments. Feedback addressed content and mechanics, and it provided students with takeaways to improve their performance on subsequent assignments. Faculty member used rubrics and/or auto rubrics when required.	Met: The faculty member met the requirement.		Satisfactory	
3. Faculty member reviewed all TII submissions and held students accountable to the Turnitin (TII) policy and plagiarism policies when applicable.	Met: The faculty member met the requirement.		Satisfactory	
4. Faculty member provided substantive, individualized, and comprehensive feedback on student participation.	Met: The faculty member met the requirement.		Satisfactory	

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8
COURSE SET-UP (40%) (week one only)	Satisfactory							
CLASSROOM MANAGEMENT (20%)	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory
PARTICIPATION, ENGAGEMENT, & FACILITATION (40%)	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory
GRADING & FEEDBACK (40%) (weeks two thru eight)		Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory
*Checkmarks throughout the form indicate exemplary performance in that area.	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory	Satisfactory
OVERALL USE OF TURNITIN (TII)	Satisfactory	<p style="text-align: center;">Congratulations! You have met GCU's facilitation requirements for online faculty. Please continue to utilize the Online Faculty Checklist and Online Faculty Policy Manual, as well as the other resources available in the Faculty Resource Center and at myfaculty.gcu.edu.</p> <p style="text-align: center;">Thank you for all you do for your students.</p>						