



OER Checklist

Use this checklist to help consider the **quality, accessibility, and copyright compliance** issues related to OER materials before you adapt the course or incorporate the materials into your course. In order to be approved for the OER or LT40 course attribute, you must submit an approved **OER Course Development Agreement**.

Quality and Outcomes Support

- The material helps support the objectives and learning outcomes of the course, and department chair has had the opportunity to review.
- The content is appropriate and relevant for your students and the topic.
- Authority and/or bias are transparent to the students.
- If not, will context or attributions be provided to the students?

Copyright and Shareability

- The author or publisher is clearly identified.
- The copyright license is clearly identified.
- The copyright license allows for adopting, adapting, and sharing (the material is in the public domain or available for use under Attribution CC-BY, Noncommercial CC-NC, and Sharealike CC-SA Creative Commons licenses or other equivalent open licenses, excluding the No Derivative CC-ND license).
- If not, and the material holds a more restrictive (ie; CC-ND) or all-rights-reserved copyright license, can you successfully link out to the material?

Accessibility

- All hyperlinks are current and working.
- Files and platforms are in common and current formats.

For textual materials:

- The text is clear and easy to read on a screen or if printed.
- The text can be read by an assistive technology screen reader, like JAWS.

For visual materials:

- The image or video is clear and of good production quality.
- Captions, alt text (text descriptions that can be read by an assistive technology screen reader), transcripts, or closed captioning is available.
- Meets the VCCS and CVCC policies on accessibility