



# ONLINE READINESS CHECKLIST

## IS YOUR STUDENT READY TO LEARN ONLINE?

Certain life factors create natural opportunities for a student to select an online course. Below are some examples of the factors.

The purpose of this tool is to help students understand the behaviors and qualities that represent a successful online learner. The tool also draws a student's attention to common and particular reasons that he/she may desire to learn in an online environment. This tool was not designed to determine eligibility. All students may participate in an online course and learn to develop the necessary qualities, which lead to virtual success.

## LIFE FACTORS

- The student needs flexibility in his/her schedule to accommodate the pursuit of outside activities, such as sports, theater, work, music, leadership opportunities, etc.
- The student is a senior who wants early or late release from school.
- The student is introverted and feels he/she would perform better in the online environment.
- The student wants to experience the online environment before college and career.
- The student would like a study hall during school.
- The student learns better when having more control over when, where, and the pace of his/her learning.

## ONLINE COURSES

African-American Literature  
Algebra II  
American Government  
AP Human Geography  
Business Law  
Consumer Economics  
Geometry  
Health  
Music Theory  
Psychology  
Sustainable Energy  
U.S. History  
Video Game Design  
Web Design

## QUALITIES & CHARACTERISTICS

### ACCESS TO TECHNOLOGY DEVICE

Exemplar: Student has access to a consistent and reliable computer with high speed Internet at home and school.

Secure                       Developing                       Beginning

### COMMUNICATION

Exemplar: Student is comfortable using email, instant chat, and conferencing software to communicate. Student recognizes situations when it is necessary to ask for help.

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### COMPUTER SKILLS

Exemplar: Student has excellent computer skills and is comfortable using MS Office, Google Docs, school or personal email, downloading information from the internet and using new technology tools.

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### INTEREST

Exemplar: Student has a strong interest in the content area of the online course or is highly motivated to participate in the course for other reasons.

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### READING LEVEL

Exemplar: Student has strong reading comprehension skills and demonstrates high level writing skills.

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### SELF-MOTIVATION

Exemplar: Student learns new material easily without depending on immediate feedback from the teacher, and has the patience to work through directions, tech issues and challenges.

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### TIME MANAGEMENT

Exemplar: Student exhibits excellent study skills and has the ability to work backwards from the deadline to complete a task.

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