## Project Deliverables

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Deliverable</th>
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| **Online course standardization**<br>All online courses will be include a set up with that will be recognized by students taking online classes no matter what online class they take. | - Course access at midnight on the first day.  
- Announcement page that highlights, instructor orientation letter, office hours, academic honesty policy, office hours, live lecture schedule, and syllabus. |
| **Faculty Feedback**                          | - Faculty will provide feedback during the completion of assignments and after assignment completion. |
| **Faculty Presence**                          | - Faculty will provide timely feedback back on assignments.  
- Faculty will have bi-weekly 1 one hour live lectures.  
- Faculty will have online office hours weekly for 1 hour.  
- Faculty will post at least two announcements a week. |
| **Faculty Response Time**                    | - Faculty will respond to student questions within a 48hrs of receiving the communication.  
- Faculty will grade all assessments, including quizzes, assignments, and tests within a 72 hour timeframe. |
| **Clearly Defined Faculty Expectations**     | - Posted orientation letter.  
- Posted academic honesty policy.  
- Posted office hours.  
- Posted live lecture schedule.  
- Posted syllabus. |