

Online Learning Readiness Checklist
Alfred University Information Technology Services

Each statement below describes a characteristic of a successful online learner. Read each statement and decide whether you agree with it.

- I am motivated to learn, and I enjoy learning independently.
- I do not need to interact with other people in order to learn effectively. I like to learn on my own.
- I do not require verbal feedback from my instructor regarding my progress. If I have a question, I am comfortable with emailing the professor and waiting for a response.
- I always complete my assignments on time or before they are due. I do not like to wait until the last minute.
- I enjoy experimenting with technology.
- I am comfortable with written communication.
- There is a private place in my home where I can use the computer for an extended period of time.
- There are blocks of time in my schedule during which I could complete my online coursework.
- I frequently use email or other electronic means to communicate (Facebook, Twitter, Skype, chat, etc.).
- Flexibility is important to me. I would value the opportunity to complete a course according to my schedule, without needing to travel to campus.

Results:

If you Agree with...	Recommendation
All 10 statements	You would be an ideal online learning student.
8 – 9 statements	You have the potential to be successful in an online course.
6 – 7 statements	With a few adjustments to your routine, you have the potential to be successful in an online course.
4 – 5 statements	It is likely that you would be more successful in an on-campus course. Please consult the instructor for guidance.
0 – 3 statements	It is likely that you would have difficulty with an online course. You would be more successful in an on-campus class.

Technical Requirements for Online Students:

- Access to a computer (Mac or PC) with one of the following operating systems: Windows Vista, Windows 7 greater; Mac OSX 10.5 or greater. An iPad or tablet alone is NOT sufficient.
- One of the following internet browsers: Firefox, Safari, Chrome, or Internet Explorer
- Microsoft Office (Word, PowerPoint, Excel)
- Adobe Acrobat Reader
- A high-speed internet connection (DSL or better); a dial-up connection is unacceptable.

Learning Time Requirement

The New York State Education Department requires that online students spend approximately 45 hours of learning time per credit; the same amount of time as a traditional, on-campus course.