**Note Taking Handout for *Fundamentals of Online Assessment* Workshop**

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1. Explain how online learning contexts are similar to, and different from, face-to-face learning environments
2. Recognize the instructional development considerations needed to effectively design, implement, and improve online courses
3. Identify appropriate assessment methods, processes, and approaches, and incorporate assessment practices in online courses
4. Develop or revise online courses, including assignments and activities, to promote student engagement and learning
5. Develop a personal action plan