WIU IAI Course Modality Decision Tree
(For Illinois Articulation Initiative Reporting)

Purpose: To ensure consistent classification of course sections as Live, Online, or Hybrid for IAI review, based on student physical presence requirements.

STEP 1: Is the student required to be physically present anywhere?
- Yes → Go to Step 2
- No → ONLINE
    - *NOTE: If students attend entirely via Zoom, Teams, livestream, or LMS (synchronous or asynchronous), the section is Online.*

STEP 2: How often is physical presence required?
- All or nearly all instruction is in person → LIVE (Face-to-Face)
- Some required in-person meetings AND some required online instruction → HYBRID
    - *NOTE: Even one required face-to-face meeting makes a course Hybrid.*

STEP 3: Different variations on course offering modalities
Livestreamed / Zoom / Teams
- Students remote, instructor remote or in room → ONLINE
Hybrid Flex (students choose in-person or remote)
- ***NOTE: Classify based on official approved modality, not student choice***
- Any required in-person component → HYBRID
- No required in-person component → ONLINE
Optional in-person activities (e.g., labs, reviews, exams, or meetings)
- Ignore optional elements
- Classify based on required components only
Labs, studios, clinicals
- Required in-person lab/studio/clinical → LIVE or HYBRID
- Fully virtual labs → ONLINE
Irregular or compressed meetings
- One required in-person meeting (e.g., first week) → HYBRID
Emergency or temporary modality changes
- Use the approved, scheduled modality for determination, not temporary delivery adjustments
Dual-credit or off-campus sections
- Students physically present at a high school → LIVE
- Students attend remotely → ONLINE

Final Check (Before Reporting Percentages)
✔ Classify by section, not by individual student attendance
✔ Use the official section modality

Standard Rule of Thumb
If the student never has to be physically present, the course is not "live."