Course Design Process

1-4 WEEKS   PREPRODUCTION & PLANNING

INSTRUCTOR

Establish a workflow with production ID. Create course map framework, and map course and unit objectives to create a production schedule. Finalize video and graphic design plans.

INSTRUCTIONAL DESIGNER

Meet with instructor to develop planning documents and finalize graphic design package. Book studio time.

4-11 WEEKS   COURSE PRODUCTION

INSTRUCTOR

Based on course map framework and production schedule, build and script lectures/content, write assignments, rubrics, and quiz questions, etc.

INSTRUCTIONAL DESIGNER

Based on course map framework and production schedule, assist instructor with content production including pedagogical feedback, innovating assignments, formatting lectures, and adding content to Canvas.

1-3 WEEKS   PRODUCTION CLOSEOUT

INSTRUCTOR

Finalize orientation and delivery support module. Conduct production review of course. Meet with support and production ID to discuss review and sign off on course production.

INSTRUCTIONAL DESIGNER

Finalize orientation and delivery support module. Conduct production review of course. Meet with support and production ID to discuss review and sign off on course production.

8-16 WEEKS   COURSE LAUNCH SEMESTER

INSTRUCTOR

Import course to a live shell, double check due dates, and schedule publish date. Carry out course and discuss feedback with support ID.

INSTRUCTIONAL DESIGNER

Support faculty throughout first launch semester, such as sharing information for course readiness and reviewing mid- and end-of-semester surveys.

1-3 WEEKS   COURSE FINAL EVALUATION

INSTRUCTOR

Based on course surveys and instructor experience, complete the delivery portion of the course review and discuss any changes needed for future iterations with your Support ID.

INSTRUCTIONAL DESIGNER

Meet with faculty to discuss any changes needed for future iterations.