

Course Design and Development Process



Course Planning & Designing

- Finalize learning outcomes (measurable course level outcomes 3-5)
- Chunk course content
- Develop specific learning objectives (specific learning outcomes)
- Develop assessment plans (alignment and Bloom's taxonomy discussed)
- Discuss course structure and potential technologies to be employed (focusing upon peer-to-peer and learner-to-instructor interactions)
- Create video recording plan (and connections to PPTs or other visuals begin made accessible)
- Discuss how to meet accessibility requirements for video and print sources (including captions, reading order, alt tags)
- Identify materials to gather (textbook or OER resource, publisher content, activities, interactions, etc.)
- Design & build one module draft, including:
 - Required readings
 - Relevant learning activities
 - Supplemental interactions
 - Assessment of objectives



Course Review & Revisions

- Complete course review by CDD
- Respond to review, making course revisions as needed
- Nominate course parts (or whole) to share with faculty peers

01

Initial Planning

- Develop and agree upon communication plan and project timeline
- Review online course development process
- Define roles and responsibilities
- Hold initial discussion of: Current iteration of course design evaluation, learning outcomes, chunking of course materials, course interaction (student-instructor, student-content, student-student) as well as accessibility, alignment of assessments, technologies, common course elements (netiquette guide, accessibility statement, academic integrity, policies, etc.)



02

Course Development

- Design/build all units of instruction in LMS, including:
 - Integrate and publish instructor bio, syllabus, course schedule, etc.



03

04

Course Finalization

- Create introduction to course
- Create course navigation aid
- Complete course worksheet for review, share with review team



05

Maintenance Mode

- Course reflection, revisit review after first semester taught
 - Identify areas for improvement
 - Instructor trained to complete course copy/updates
- Review every 3-5 times taught, redesign every 3 years, recommended

