## **INSTRUCTIONAL DESIGN** GRANT COURSE DESIGN & DEVELOPMENT PROCESS



A six month, four-phase online course development timeline designed for enhanced quality and compliance in the learning environment.

Context	Phase	Objectives
The initial meeting should occur after the Faculty Course Developer questionnaire has been completed.	ANALYSIS 1 - 2 WEEKS	<ul> <li>Provide syllabus</li> <li>Attend welcome meeting</li> <li>Begin <i>Foundations</i> (<i>if applicable</i>)</li> </ul>
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The design phase provides an opportunity to apply instructional design theory to design the course.	DESIGN 2 - 6 WEEKS	<ul> <li>Complete course plan</li> <li>Establish course structure</li> <li>Continue <i>Foundations</i> (<i>if applicable</i>)</li> </ul>
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During this phase the Course Developer works with the Instructional Designer to continue to build course, fill in missing information, and develop content. Meetings are held when necessary.	<b>DEVELOPMENT</b> 2 - 4 MONTHS	<ul> <li>Complete Foundations (if applicable)</li> <li>1st Module Complete (2 - 4 weeks)</li> <li>Add'l Modules Complete (1 - 3 months)</li> <li>Welcome &amp; Getting Started Complete (2 - 4 weeks)</li> <li>Update Syllabus (1 - 2 weeks)</li> </ul>
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The review phase includes a pre-review by the Instructional Designer and Course Developer and then moves onto a formal review.	<b>REVIEW</b> 1 - 4 WEEKS	<ul> <li>Pre-Review Consultation (1 - 2 weeks)</li> <li>Instructor Applies Changes (1 - 3 weeks)</li> <li>Formal Review &amp; Approval (&lt; 1 week)</li> </ul>

