

Online Course Development Process

(1-3 Weeks)

Analysis & Orientation

- MOOC Orientation
- Faculty submits proposal
- Review and Analysis
- Decision to move forward with MOOC or not

(2-4 Weeks)

Planning

- Charter developed
- Faculty agreement (schedule A) signed
- Necessary approvals and project kick-off
- Course design workshops scheduled

(1-2 day course design)

Macro Design

- High level learning outcomes
- Overarching assessment strategy
- Copyright
- Technical requirements
- Core learning pathways
- Basic course structure
- Engagement Strategies

Micro Design

- Detailed Course Structure
- Rough prototype
- Media requirements
- Course Communication

Iterative build - QA (10-16 Weeks)

Course Build

- Core and supplementary content development and prototyping,
- Formative assessments
- Summative assessments
- Interactive activities
- Tech integration
- Video production
- Course build and setup
- marketing/ social media/promotion

Course Review

- Video Content Review
- 3rd party technology tools setup and testing
- Beta Test/Quality Review
- Course launch planning

(4-12 Weeks)

Course Go-live

- Course administration
- Monitor, facilitate and engage
- Course emails on a regular schedule to students
- Course promotion
- Student engagement

(1-2 Weeks)

Course Wrap-up

- Course closes
- Lessons learned and next steps with CTL team
- Revisions and recommendations
- Future course plans

DELIVERABLES

Decision on MOOC proposal

Charter & Faculty Agreement Sign-off

Course Design Documents Developed

Course Content
 Videos

Revisions
 Readiness check

Student Learning
 Data

Lessons Learned