



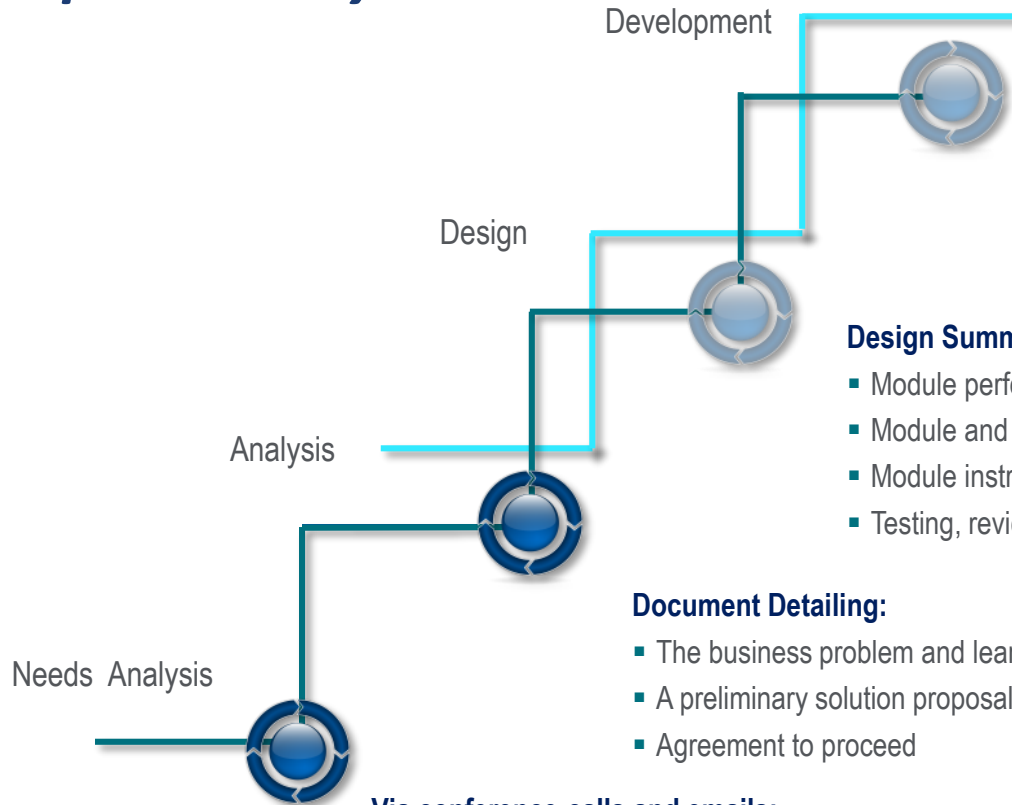
**Catholic Health  
Initiatives**

*Imagine better health.<sup>SM</sup>*

***Instructional Design and Development***  
*Workflow for getting courses made*

February 23, 2016

# Rapid ISD Key Deliverables



## Development Includes:

- Authoring of the Modules based on the *Design Summary*
- SLC and SME conducting Alpha Review
- Stakeholders participating in a Beta Review restricted to copy edits

## Design Summary Providing:

- Module performance objectives
- Module and topic titles and complete WBT-course outline
- Module instructional and assessment strategies
- Testing, review and approval of a WBT module-prototype

## Document Detailing:

- The business problem and learning solution
- A preliminary solution proposal
- Agreement to proceed

## Via conference-calls and emails:

- Agreement on the business requirement and the associated learning solution
- Recognition of the non-learning interventions that are related to the business problem
- Agreement on what the learners will be able to do as a result of the training

## What we need from you:

- Active and engaged partnership
- Sign-off level agreements
- Rapid turnaround on requests for review, input, approval

# Analysis

- Agreement on the business requirement and the associated learning solution
- Recognition of the non-learning interventions that are related to the business problem
- Identification of the learners and their needs
- Agreement on what the learners will be able to do as a result of the training

Task Name	Duration	Hours	Resource Names
Intake summary discussed; completed	6 days	10	SLC,Client
<b>Intake Summary complete</b>	0 days	0	
Existing materials catalogued	3 days	4	SLC,Client

# Design

- Module performance objectives
- Module and topic titles and complete WBT-course outline
- Module instructional and assessment strategies
- Testing, review and approval of a WBT module-prototype

Task Name	Duration	Hours	Resource Names
Module performance objectives developed	6 days	8	SLC,Client,ID
Module objectives approved by Client	2 days	2	Client
Full WBT course outline with module and topic titles completed	5 days	24	ID
Full WBT outline reviewed by Client	6 days	8	Client
Full WBT outline revised per Client review	3 days	4	ID
Full WBT outline approved by Client	6 days	2	Client
Full WBT outline and rapid design and development approach presented to sponsor	3 days	1	SLC,ID
Full WBT outline and RDD approach approved by Sponsor	3 days	4	Client
<b>Outline and Approach approved</b>	0 days	0	
Source for course graphics identified	1 day	3	SLC
Storyboard created	5 days	24	ID,Client
Storyboard reviewed by Client	5 days	8	Client
Storyboard revised per Client review	4 days	8	ID
Budget needs identified and approved	5 days	4	ID,Client
Storyboard and budget approved by Client	6 days	8	Client
Storyboard and budget reviewed and approved by Sponsor	4 days	4	Client
<b>Storyboard and budget approved by Sponsor</b>	0 days	0	

# Development

- Authoring of the Modules based on the Design Summary
- SLC and SME conducting Alpha Review
- Stakeholders participating in a Beta Review restricted to copy edits

Task Name	Duration	Hours	Resource Names
Peripheral materials approved by Client	1 day	1	Client
Communication plan developed by client	3 days	2	Client
Narrator(s) identified and engaged	2 days	3	SLC
Narration recorded and edited	3 days	8	Developer
WBT GUI module prototype developed	5 days	10	Developer
WBT module prototype tested, reviewed, and approved	5 days	2	Client,SLC
WBT module prototype revised per Client review	3 days	8	Developer
WBT module prototype approved by Client	2 days	2	Client
<b>WBT module prototype approved by Client</b>	0 days	0	
Modules authored based on the approved storyboard	11 days	50	Developer
Evaluation reporting defined	1 day	1	SLC,Client
Supporting documentation developed	5 days	8	SLC,Client
WBT course built in LEARN (dev environment)	1 day	2	LTC
WBT course Alpha Review completed by SLC and SME	5 days	8	SLC,Client
WBT course revised per Alpha Review	5 days	16	Developer
WBT course rebuilt in LEARN (dev environment)	1 day	2	LTC
WBT course approved by Client	3 days	4	Client
Beta Review completed by stakeholders	11 days	3	Client
Beta course revised per stakeholder review	5 days	4	Developer
WBT course rebuilt in LEARN (dev environment)	1 day	2	LTC
Beta course approved by Sponsor	4 days	2	Client

## ***Implementation***

- Publishing of course in LEARN learning management system
- Deploy to learners

Task Name	Duration	Hours	Resource Names
All Learning Activities Built in LEARN (prod environment)	1 day	2	LTC
Course tested in LEARN by SLC, Stakeholders, and SMEs	5 days	2	SLC,Client
<b>Launch course in LEARN</b>	0 days	0	

## ***Principle: Stakeholder Trust = Project Thrust***

Rather than looking to Stakeholders/Sponsors for approval at every traditional design/development step, present the results of analysis, the approach, and the learning objectives. Get approval at this stage to proceed on the judgment of the SLC and the SMEs.

