E-Learning Fellows Course Planning Guide

(Adapted from Robin M. Smith’s *Conquering the Content* *Workbook*)

The Course Planning Guide is a tool instructors can use to map out their course before they begin building it. It helps instructors and students to stay focused on important course concepts and provides transparency about how the course will run.

# **Course-Level**

|  |
| --- |
| **Course Goals:**  *After the course is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this course, students will be able to:  1.  2.  3.  4.  5. |
| **Course Modules:**  *What topics do you want to cover in your course? These will be the buckets in which you’ll group your learning materials, assessments, and learning activities.* |
| 1.  2.  3.  4.  5. |

# **Module-Level**

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |

**Module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Module Learning Objectives:**  *After the module is completed:*   * *What should students be able to do?* * *What should students know?* * *How should they feel?* |
| After completion of this module, students will be able to:  1.  2.  3. |
| **Learning Resources:**  *What materials do students need to be successful? Examples include videos, PowerPoint slides, readings, textbooks, handouts, articles, and websites.* |
| 1.  2.  3.  4.  5. |
| **Learning Activities:**  *What experiences do students need to have to be successful? Examples include discussions, field trips, lab experiments.* |
| 1.  2.  3.  4.  5. |
| **Assessments:**  *How will you measure your students’ learning? How will students demonstrate their learning? How will you know is students met the goals? This can include self-assessments, high-stakes or low-stakes assessments, projects, presentations, exams.* |
| 1.  2.  3. |