|  |
| --- |
| **Course:** HRB793 **ID:** KM Smith PhD **SME:** AC; MM; MBM; **AD:** Dr.MT |
| **ID Process Stage** | **Timeline and Tasks** | **Person****Responsible** | **Due Date** |
| ***Analysis*** | Kickoff meeting with ID, SME, AD* Content analysis: take inventory of existing content to determine reusability and new content development load.
* Solidify Student Learning Outcomes (SLO’s)
* Curricular analysis: review current curricular approaches for applicability, transferability and to begin identification of alternative approaches for some activities
* Identify primary and ancillary content and texts.
 | ID | 6/7/2017 |
| ***Analysis*** | Meeting with SME’s for role assignmentModular Level Objectives Development for Modules  | MT | 6/16/2017 |
| ***Development*** | Develop and Organize Course Content For Module 1 Review* Review/Develop/Update objectives, activities, and outcomes
* Develop/update assessments
* Develop grading scheme and supporting rubrics
 | ID/SME | 6/28/2017 |
| ***Development*** | Collaboration Strategy MeetingModular Overviews Complete (MT) | ID/SME (MM) | 7/7/2017 |
| ***Analysis*** | Review Module 1 in Canvas | ID/SME/AD | 7/12/2017 |
| ***Development*** | Finalize course level/modular level outcomes and learning activities | SME | 7/12/2017 |
| ***Development*** | Module 2 - 6 Review* Addressed:
	+ Modules headings and content
	+ Instructor Presence
	+ Module Structure
	+ Authentic Assessments/Learning Experiences
	+ Synchronous sessions
	+ Use of Discussion in a meaningful ways
	+ Use of Video lectures
 | ID | 8/1/2017 |
| ***Design*** | Send finalized Modules 1 – 6 in Canvas to AD for review | ID | 8/17/2017 |
| ***Design*** | Potential meeting with ID team, SME, AD to discuss finalized Modules | ID | 8/19/2017 |
| ***Design*** | Develop any interactive learning objects or multimedia displaying embedded engagement | ID | 8/1/2017 |
| ***Design*** | Internal QA review  | CTL | 8/20/2017 |
| ***Design*** | **Remaining Modules due (Modules) 7 - 12** | **SME** | **8/20/2017** |
| ***Design*** | Syllabus completed | ID/SME | 8/15/2017 |
| ***Design*** | Final QA review | CTL | 8/25/2017 |
| ***Design*** | Review completed course with ID team, SME, and AD  | ID | 8/27/2017 |
| ***Implement*** | Term initiates | Faculty | Minus 7 = 9/3 – 12/18 |
| ***Evaluate*** | Term concludes | Faculty |  |