Plan your course worksheet

# **Directions**

1. Use this tool to create a plan for one course learning objective.
2. Repeat for each course learning objective.

## Course Title

**Example:** Navigating ISU Template Course 101

**Your course:**

## Course learning objective: What will students know and be able to do upon course completion?

**Course learning objective:** Upon completion, participants be able to create an online course using ISU Template in preparation for teaching.

**Your course’s learning objective:**

## Assessment: What will students do in order for you to assess their achievement of the course learning objective?

**Course learning objective:** Upon completion, participants be able to create an online course using ISU Template in preparation for teaching.

**Assessment**: Participants will create an online course in Canvas, in which they will modify the ISU Course Template to fit their specific teaching and learning context.

**What will your students do for you to assess their achievement of your course learning objective?**

## Module-level objectives: What should your students be able to know and do before they demonstrate achievement of the course learning objective?

**Course learning objective:** Upon completion, participants be able to create an online course using ISU Template in preparation for teaching.

**Assessment**: Participants will create an online course in Canvas, in which they will modify the ISU Course Template to fit their specific teaching and learning context.

Before participants are able to create an online course in which they will modify the ISU Course Template, they must be able to do the following:

**Module-level objective 1:** Recognize the online course essentials.

**Module-level objective 2:** Import the ISU Course Template into their practice course.

**Module-level objective 3:** Map out the essentials for their own course.

**Module-level objective 4:** Modify the imported template in their practice course.

**List module-level learning objectives for the course learning objective you recorded above.**

## Learning activities: What will your students do in order to achieve module-level objectives?

**Course learning objective:** Upon completion, participants be able to create an online course using ISU Template in preparation for teaching.

**Assessment**: Participants will create an online course in Canvas, in which they will modify the ISU Course Template to fit their specific teaching and learning context.

**Module-level objective 1:** Recognize the online course essentials.

* Participants will listen to a mini lecture.
* Participants will read and point out the Essential Standards from the Quality Matters rubrics.
* Participants will navigate as students an online course in which course essentials are missing and an online course in which essential components are present.

**Module-level objective 2:** Import the ISU Course Template into their practice course.

* Participants will view a demonstration of creating a practice course and importing the ISU Course Template.
* Participants will create a practice course and import the ISU Course Template course.

**Module-level objective 3:** Map out the essentials for their own course.

* Participants will read examples in a Plan your course worksheet.
* Participants will complete a Plan your course worksheet for one course learning objective.

**Module-level objective 4:** Modify the imported template in their practice course.

* Participants will modify their imported template.
* Participants will read the ISU Course Template instructions on CELT’s ONCE webpage (<http://bit.ly/celt-once>).

**List the learning activities for each of your module-level objectives.**

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## Instructional Materials: What instructional materials will your students use in order to achieve module-level objectives?

**Course learning objective:** Upon completion, participants be able to create an online course using ISU Template in preparation for teaching.

**Assessment**: Participants will create an online course in Canvas, in which they will modify the ISU Course Template to fit their specific teaching and learning context.

**Module-level objective 1:** Recognize the online course essentials.

* A PowerPoint Presentation deck
* A pdf version of Quality Matters Course Design Standards.
* Two courses in Canvas

**Module-level objective 2:** Import the ISU Course Template into their practice course.

* The ISU Course Template in Canvas Commons

**Module-level objective 3:** Map out the essentials for their own course.

* A docx version of the Plan your course worksheet

**Module-level objective 4:** Modify the imported template in their practice course.

* Found on CELT’s ONCE webpage (<http://bit.ly/celt-once>).

**List the instructional materials for each of your module-level objectives.**

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