Course Design & Strategy Checklist

1. Background of Project/Idea

1. Target Audience (age)
2. Course Interface (look/feel – are there any sample courses or courses you like)

1. Delivery Methods (online/blended/enhanced F2F)

1. Length/Format (number of weeks/ongoing/self-paced)

1. Interactions (synchronous/asynchronous/social media)

1. Testing/Assessments

1. Technical Requirements (bandwidth issues)

1. Media Elements (Graphics/Animations/Video/Audio)

1. Current Resources (PPTs/documents/web sites)