

IDOL Academy - ILT Developer

Course Design

Rationale

The IDOL Courses Academy is heavily focused on design and development of eLearning. There is an opportunity to make the IDOL Courses Academy a more well-rounded program by expanding the curriculum to include lessons on design and development of instructor led training, virtual instructor led training and blended training. The IDOL Courses Academy ILT Developer course provides an introduction to creating and delivering instructor led training (and its variations).

Sponsored by IDOL Courses, the ILT Developer course builds on existing Academy lessons and eLearning development skills so as not to repeat/duplicate those lessons. This course adds information and activities that are unique to (or better suited to) ILT. The primary focus is to create lessons which help learners:

- Determine which learning delivery method is best suited for different situations or desired outcomes
- Identify or invent lesson activities that are suitable for synchronous delivery, various group sizes and various classroom settings
- Design and create assets or supporting materials which are unique to ILT.
- Practice designing, developing and delivering a complete ILT course

Though the course topic is instructor led training, the delivery is a combination of eLearning methods (i.e. pre-recorded videos, animations and true eLearning modules) to support the asynchronous nature of the IDOL Courses Academy.

Since the course is self-paced, the total amount of time to complete the course is not specified.

Learners

Learners are all IDOL Academy members. They are adults and are self-motivated.

All learners have access to the various instructional design and elearning lessons in the academy but they may not have done any of those lessons yet.

As this course builds on previous eLearning design/development skills, it is acceptable to reference other Academy lessons as suggested prerequisites.

Learners are of various backgrounds - there are typically many teachers in the Academy so they would have experience creating ILT lessons for their classroom. Other members may not have much, or any, experience.

Learners are of various skill levels with regard to technology. Use of videos, animations and eLearning modules are acceptable for instruction. Activities should limit use of technology to basic operations

such as creating documents and presentations. Other types and uses of technology which might be suitable for use in ILT (e.g.. AR/VR) are beyond the scope of this course.

As the IDOL Courses Academy is entirely online, all learners have a basic technology platform and internet connectivity. Beyond that, make no assumptions about learner platforms or environments.

Ensure that all lessons work well via both mobile and desktop platforms. When practical, design lessons to work well without audio or with captioning.

Participant Prerequisites

The ILT Developer course addresses topics that are unique to design and development of instructor led training. Participants are expected to be able to create a sound course design from provided source material. Participants who are not confident in their ability to design a course should complete the Level 2 - Instructional Design portions of IDOL Academy before attempting this course.

Description

Each lesson in this course is self contained and builds on knowledge from previous lessons in the ILT Developer course and/or other IDOL Academy lessons.

Content is chunked to ensure that each lesson is approximately 10-15 minutes of instruction.

Lesson activities guide learners through creating an instructor-led training by having them create the course design document in small pieces as they learn about each subject.

The course is designed around creating an ILT course on the topic of “Upfront Contracts” - a tool often used by sales people but applicable to many types of business relationship. A short presentation on the topic is provided as example source material. An implementation of the Upfront Contract course is provided for use as example material throughout this ILT Designer course.

The course is organized as the following sections:

- Course Overview - includes discussion of ILT versus VILT versus Blended with pro/con and guidance on when to choose one over another.
- ILT Course Design - review of general course design principles with information about ILT-specific considerations such as physical environment, group size and makeup, activity resources, evaluation methods and quality control
- ILT Course Development - how development differs for ILT compared to eLearning. What type of assets are created (with examples and exercises) and choosing appropriate activities.

Course Goal

Given source material and SME access, the learner who completes the ILT Developer course will be able to create an instructor led training course that includes (as appropriate) course design, learning

evaluation plan, facilitator guide, practice activity plans, presentation materials, participant guide, post-training support plan and various supporting materials.

Evaluation

Evaluation for this course is primarily level 2 and level 3. Learning and Behavior are checked by virtue of creating and getting feedback on the activity assets. Given the individual and asynchronous nature of the course, and the size of the typical IDOL Academy cohort, it is necessary to rely on “distributed” mechanisms such as peer feedback and on-request coaching feedback for evaluations.

Implementation

Lessons for the ILT Developer course are tested with a pilot group of IDOL Academy members as they are completed. Lessons are updated as necessary from pilot group feedback. Additional cycles of testing and feedback are employed if necessary before deploying a lesson to the Academy.

Deliverables

Deliverables for the ILT Developer course include:

- Design document for the ILT Developer course (this document)
- Outline of ILT Developer lessons (for early review and approval)
- All course assets and development materials
 - Instructor / narrator scripts
 - Instructions / documentation for activities
 - Video / animation storyboards
 - Voiceover files for all videos / animations
 - Completed videos and animations

Delivery Schedule

Major milestones on the project schedule are:

- July 28, 2020: Project kickoff
- Aug 10, 2020: Course design and lesson outline
- Aug 24, 2020: Lesson designs and scripts
- Aug 31, 2020: Storyboards
- Sept 14, 2020: Videos / animations
- Sept 21, 2020: Testing complete & updates applied
- Sept 28, 2020: Course deployed

Development Plan

Lesson designs and scripts are developed as a collective to help ensure a consistent voice and style.

Storyboards can be developed in parallel and by other IDOLs as resources allow.

Videos and animations can be developed in parallel and by other IDOLs as resources allow.

Testing with learners should be done as lessons are completed to allow time for revisions.