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| Macintosh HD:Users:cupp:Desktop:OSU-SocialWork-2C-Horiz-PANTONE.eps  Online Course Storyboard  *Document completed by Subject Matter Expert and Instructional Designer* |  |

**Course Number and Name:**

**SME:**

**ID:**

**DME:**

**PM:**

**Development Period:**

# Step 1: Analyze [Purpose: Initial meeting where pre-planning is done.]

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| **Type of Course:** | Online  Hybrid | Synchronous  Asynchronous  Both |
| **Audience:** |  | |
| **Credit Hours:** |  | |
| **Prerequisites:** |  | |
| **Course Summary:** |  | |
| **Course Goals:** |  | |
| **Learning Outcomes:** |  | |
| **Materials/Resources/Multimedia:** |  | |
| **Accessibility Considerations:** |  | |
| **Projected Date to Offer Course:** |  | |
| **Length of Course:** |  | |
| **Specific Features/Learning Strategies Desired:** |  | |
| **Assessment:** |  | |
| **Will there be group work?** |  | |
| **How will discussion be used in the course?** |  | |
| **What grading scale will be used?** |  | |
| **When will weekly content be released?** |  | |
| **Additional Comments:** |  | |

# Step 2: Design [Purpose: Outline a navigation structure (template) for the course material.]

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| **Course Structure** | This section is unique to each development project. What follows is an example. | |
| **Weekly Structure:** | Getting Started |  |
| Week 1 |  |
| Week 2 |  |
| Week 3 |  |
| Week 4 |  |
| Week 5 |  |
| Week 6 |  |
| Week 7 |  |
| Week 8 - Summer Ends Here |  |
| Week 9 |  |
| Week 10 |  |
| Week 11 |  |
| Week 12 |  |
| Week 13 |  |
| Week 14 |  |
| Week 15– Fall/Spring End here |  |
| **Lesson Structure:** | Introduction and Objectives |  |
| Coursework |
| Class Discussion |
| Checkpoint |
| |  | | --- | | Live Class Session |   Weekly Wrap Up |
| **Additional Comments:** |  | |

Step 3: Develop [Purpose: Brainstorm, develop, write materials and assemble course. This follows the course structure defined in the Design phase.]

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| **Week 1 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes) |

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| **Week 2 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 3 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **eek 4 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 5 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 6 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 7 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 8 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 9 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 10 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 11 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 12 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 13 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Week 14 :** | |
| **Introduction, Objectives & Tasks** |  |
| **Coursework** |  |
| **Class Discussion** |  |
| **Checkpoint** |  |
| **Weekly Wrap up** |  |
| **Live Class Session** |  |
| **Mapping Objectives** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

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| **Finals Week** | |
| **Course Wrap up** |  |
| **Mapping Objectives**  **(If Any)** | Learning Activities: (e.g., Reading & Lectures)  Assessments: (e.g., Discussion, Assignment, quizzes |

# Step 4: Implement [Purpose: Offer the course and begin teaching.]

Here is where we will ensure the navigation structure is set-up in the course shell and then start moving over content. Once things are set-up in the course, the *Online Course Readiness Checklist* will be use to ensure the course is ready for users. This is one of the last things to be done.

# Step 5: Evaluation [Purpose: Review course feedback and make changes as needed.]

Feedback can be gathered in different ways including *Student Ratings of Instruction* evaluation that is done at the end of each quarter, informal feedback throughout the course period from students, Course Mentor (if one is assigned), feedback from colleagues, feedback from instructional designer.

*NOTE: This template is subject to change due to the specific needs of a course and/or trends/changes in educational technology.*