

This eLearning project is an exciting opportunity for you to envision, design and develop a complete T&D package. You will use various eLearning resources, together with meaningful content to deliver communication to an audience. Design it as if you were doing it for an organization and you were getting paid for it.

In order to build your package effectively, it is a good idea to document everything about it. This should come naturally to you, since you are thinking about it anyway. The idea is to write as much detail as possible so that the entire package can be built again if required.

Project topic / working title / team names due in Week 4. You can modify the title later if you wish. Topics will be approved on a first-come-first-served basis.

Part I [5%] of the project plan will include a cover page, table of contents (you will add to this later), a description of what you envision and a list of main topics (sections/modules). Also document the audience you will target and a set of objectives (Bloom's) that will be satisfied. You will also present the names of your team members and a specific role(s) for each.

Contract

You will write up a contract indicating the work each team member must undertake and consequences for not doing so. This must be signed by each team member and provided to me in via email by Week 9. Any changes to the fundamental nature of your project requires you to submit a revised and signed contract.

Part I of the project plan is due in Week 8 with an automatic extension (without penalty) to week 9.

Part II [25%]

Build an eLearning package based on elements presented in class. Your work must include the following elements:

1. Everything in Part I (modified after suggestions made),
2. Entire eLearning package must be documented in a PDF file - in addition to the actual eLearning (this means that you should document everything you work on - if there is a video, must transcribe it [first one only], etc.),
3. Incorporate elements of UID [accessibility] (discuss if not applicable)/AODA elements,
4. Briefly discuss impact of SCORM on your course,
5. Must meet all objectives/outcomes as stated in plan,
6. Resources required – what tools (Learning Objects, authoring, LMS, evaluation) you used,
7. Section discussing future implications (your experience with the build, where it can go in the future, changes you might make and 'dream' elements you would incorporate),
8. Must post all your work in a separate page on Wix/WordPress site and email to me - post on My.Seneca as well,
9. A complete list of modules/sections/lessons and sub topics.

Each required element as stated above (Part I and Part II) is valued at a minimum of 5% of the total mark. Minor elements that are not satisfied in the final submissions will carry a mark deduction of 1-3%. Failure to make suggested changes from Part I to Part II will carry the maximum grade deductions.

What I Want to See

So....when I look at your complete project plan, I will see a great cover page, clear TOC, introduction page with description of idea, who the audience is, clear main objectives, team member names with roles/descriptions and the actual contract in an appendix as well as the other elements as outlined above.

I will also see a full write up of what the eLearning is (everything that is part of the final product to be documented - use a story board process to show where text, images and video are placed on each screen (or provide print screens of final eLearning with notes where necessary). Any video must be fully transcribed (first one). Provide short descriptions of why things are where they are, if they are not clearly obvious.

The idea of this document is to allow anyone to re-create the eLearning from scratch.

Be creative, pick a topic that is of interest to you and you and your team. Create a clear sequence of topics (TOC or storyboard format), visualize what the learner will see, think what the learner will think. Collect your content and start laying it out for aesthetics, flow and user friendliness. Create an environment of guided learning (do not leave the learner wondering what to do next), incorporate some feedback mechanism.

In my opinion, approach your project from a book point of view – think about what you want to communicate (the story), then write a table of contents (TOC) to come up with chapter titles and subtitles (the topics). Move the topics around for proper flow. Take the TOC and start to fill in information (text, images, video, audio, animations, links to other resources, quizzes, etc.). This will give you the needed structure and perspective to proceed.

You can incorporate text, images, audio, video, Flash and other types of media into your eLearning package. Make sure that you get permission before use of material and provide references (failure to provide proper references will result in a grade of 0 (zero) for the assignment and a plagiarism form being completed and submitted to a student advisor). All material must respect accessibility guidelines.

To build your eLearning package, you will choose a platform - this means that the material needs to be put together in some format, somewhere. Some options are:

- Web site (a series of pages)
- Course Management System (CMS) - Coursesites, Udemy, Google Course Builder, Schoology, etc.
- Specialized eLearning authoring tool - Adobe Captivate, Articulate Storyline,
- Virtual Reality (Visor.io, Wonda VR)
- App (Android or iOS).
- Use of authoring tools (other than Coursesites or Udemy, requires consultation and approval well in advance (first 6 weeks of class).

Final project plan and eLearning package due in Week 12 with an automatic extension (without penalty) to week 13.

Assessment Criteria – Technical and Fundamental – Rubric

Note: Students are expected to perform and submit work that is in line with a semester 7 course in the HST program (as explained in detail in class). As a minimum, work must include all stated requirements for the assignment. Failure to include any one component should result in a grade of 0 (zero), however partial marks may be awarded for other work. A student is expected to use consultation classes, in a timely manner, to get clarification and elaboration on points that are not understood. It is also expected that any feedback provided be taken into consideration to revise and re-submit the work for critique. Any single assignment that leads into the work for a following assignment (ex. Project Plan Part I and II, as well as feedback from the lesson plan, etc.) must be corrected before the final work is submitted.

Since this is a project-based course, it is not feasible to break down each component into individualized marks (with the exception of the Project Plan Part I - 5%, Project Plan 25%, Presentation 10%, Final Build 30%). Within each submission, marks are allocated based on provisions for stated required components, level of quality expected of a semester 7 (seven) HST student and professional presentation - these are learned throughout the HST program leading up to this course. It is also expected that students respect material learned in courses that are deemed to be pre-requisite, or provide skills, knowledge, abilities and attitudes that commonly serve as pre-requisites to higher learning. Students are invited and encouraged to seek detailed feedback on pending assignments during consultation sessions, or by appointment outside of class time. Feedback for assignments already submitted is provided via email, however further detailed feedback can be obtained by appointment outside of class time. It is expected that a student seek feedback on a timely manner and ask many questions well in advance. It is expected that consultation for any assignment that is graded and presented back to the student take place within a 2 (two) class period after the initial feedback is received.