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| --- | --- | --- | --- |
| Course code and name |  | | |
| Semester to be offered  (e.g. F17) |  | Expected time for development  (e.g. 12 months) |  |
| Expected number of students |  | Expected instructional support  (i.e. number of TAs?) |  |

**1. Context** (to be completed prior to first meeting with the TSC)

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| --- | --- |
| Why is this course offered?  -Where does it fit within the curriculum?  -What is the nature of the course subject matter?  -How/why is it relevant to the learners, other courses in the curriculum, and to society?  -Have there been any current and important developments in this field? |  |
| How would you describe students who typically take this course?  -What is their life experience/situation (e.g. new to university, mature, professional)?  -What are their disciplinary backgrounds, prior knowledge and experiences related to the subject matter?  -What are their expectations for the course? |  |
| What are some key strengths of this course?  -What works effectively?  -What makes it unique and innovative?  -What key areas of the course would you like to strengthen and build upon? |  |
| What are some key challenges of this course?  -What key obstacles would you like to address, improve upon or change? |  |
| What is your experience with online learning?  -As either a learner or as an instructor  -Do you have any concerns about developing an online course? |  |

**2. Curriculum Planning** (to be completed after first meeting with TSC)

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| --- | --- | --- | --- | --- |
| Learning outcomes | Assessment methods | Teaching and learning activities | Teaching resources and materials | eLearning tools |
| -What will students know, value and be able to do by the end of the course / module?  n.b.: A typical course will have between 5-8 course-level learning outcomes. | -What assessment methods will provide evidence that students have achieved the LO?  -How will feedback be given to students regarding their achievement of the LO?  -What assessment methods will help to inform and improve student progress toward this LO? | -What TLAs will students actively engage in as they progress towards this learning outcome?  -What TLAs will help to support students in their ability to achieve the LO? | -To help facilitate the teaching and learning activities, what instructional resources (e.g. PowerPoint slide deck, video, readings, artifacts) will you need to select, develop or adapt?  -What materials will be needed to support direct instruction? | -What tools could students use to achieve the LO?  -What techniques could you use to help facilitate learning?  -Are there eLearning technologies or tools that could be used to help achieve / demonstrate achievement the LO? |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| … |  |  |  |  |
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| --- | --- |
| Social presence | Teaching presence |
| -How will the course design help all members be seen as “real” people?  -How will students get to meaningfully interact with other class members?  -How will the course design help support a collaborative learning environment?  -How will a course climate be created that is both intellectually challenging yet respectful? | -How will students meaningfully engage with the instructor or teaching team?  -How will the instructor set and maintain a climate for learning?  -How will the instructor be present in the direct instruction of course material?  -How will the instructor be present in the facilitation of course learning experiences? |
|  |  |

**3. Development Plan**

|  |  |
| --- | --- |
| I will develop… | I will seek assistance developing… |
|  |  |
|  | (n.b. you can add new rows by selecting the tab button in the lower right cell) |