Faculty End-of-Course Reflection

# Questions

#### Expectations

* What expectations did you have about course development coming into the design, development and/or delivery process? How did your expectations compare with the reality?

#### ***Design***

The design phase focused on outlining learning objectives and aligning those with assessments and activities in order to arrive at the course structure and content. Deliverables included the course outline, framework spreadsheet, syllabus, etc.

* What was the most challenging part of the design phase?
* In what ways did the LMS platform features influence the design of your course?
* What could have made this process smoother for you?

#### ***Development***

The development phase focused on sourcing, producing and/or reviewing course materials. In this phase, you completed the framework spreadsheet, shot and reviewed videos, uploaded materials and reviewed your lessons in the test site.

* What was the most challenging part of the development phase?
* What kinds of support did you receive from the Office of Digital Learning, the library, IT, and/or your department in developing your course?
* What could have made this process smoother for you?

#### ***Instruction***

The instruction phase focused on course delivery. In this phase, you administered the course by monitoring student activity on the platform, reviewing graded/submitted work, and communicating with students weekly.

* What was the most challenging part of the instruction phase?
* In what ways did the LMS features influence your ability to administer your course?
* What could have made this process smoother for you?

#### ***Workflow***

* How clear were the overall processes/procedures?
* How clear were the roles and responsibilities of all the people on the production team? For example, did you know who to direct your questions to? How were any issues resolved?
* Which, if any, systems should be put into place to make this process smoother?

#### ***Production Timeline***

You were given 3-4 months to produce your course before the semester began.

* If you were asked to produce a similar course in the future, what do you think would be the ideal amount of time needed to design and develop a quality course? Why?

#### ***Communication***

Instructor - Production Team

* How effective/efficient was your communication with members of the production team?
* How responsive was the production team in troubleshooting?

Instructor – Student(s)

* How did you communicate with your class ***as a group*** or ***individually***?
* Which, if any, platform features did you use? Which was most effective in communicating with students?
* How did students get in touch with you with you?
* How could this process be improved?

Student(s) - Student(s)

* How active were students in communicating with each other? Why do you think that is?
* How did students engage with each other?
* What could be done to get students to engage with each other more?

#### ***Platform features***

* Which feature did you (or your students) use the most? Which did you (or they) find most helpful?
* Which features were underused? Why do you think that happened?
* Which feature did you (or your students) find most confusing?
* How did the online course impact learning gains for your students?
* Which feature or functionality do you think should be top priority for future development?

#### ***In Retrospect***

* Knowing what you know now . . . if you could go back in time and give yourself advice about designing, developing or providing instruction on an online course, what tips would you give to your novice self?