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Accelerated Course Design Process
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The School of Continuing and Professional Studies offers courses in five-week and eight-week formats that run year-round with very few breaks between them. Courses are designed by adjunct faculty on a contract basis. In order to design courses in these formats, SCPS needed to create a design process that was incredibly efficient. From start to finish, the process takes approximately six weeks. An additional consideration in the design process is the instructional modality, which includes online instruction for all SCPS courses.   This session will provide an overview of this accelerated design process that includes the following steps: part 1, planning matrix, Canvas build, and syllabus. In part 1 of the process, the course description, outcomes, required text, and linkage to program outcomes are approved. In the planning matrix, weekly outcomes are developed alongside instructional and assessment activities. How these activities link to course outcomes is also documented to ensure the course is achieving its purpose. The Canvas build is accomplished through actualizing the planning matrix and the more detailed the content of the matrix is, the easier it is to build the course in Canvas. Once the course is built in Canvas, the syllabus is developed to reflect the instruction, assignments, and assessments that the students will experience when taking the course.   In this session, participants will be walked through the revision process and have the opportunity to review the forms used and discuss how they are implemented. Considerations to apply this process to existing courses when revising them will also be explored, as well as how the process has evolved over time.

Learning Outcome(s): 1. Describe an accelerated course design process. 2. Examine how aligning instruction, assessment, and outcomes are critical to course design. 3. Identify the benefits of integrating Canvas into course design. 4. Recognize how creating the syllabus after designing the course improves efficiency