

Online Course Development

Propose

Propose your Online Course to your respective curriculum committee ideally by September 30th of the year prior to term in which you plan to launch it.

9-12
Months



Plan

Plan one or more semesters prior to course start date.
Meet with a CELT consultant.

6-9
Months

Prepare

Prepare yourself the semester prior to the course start date by taking CELT's 4-Week "Research-Based Practices" Workshop. Take Blackboard Training, if needed.

4-6
Months

Design

Design your course while completing training at least 8-12 weeks prior to course start.

8-12
Weeks



Build

Build your course site. It should be complete by 2-3 weeks before term. Then step away from it for several days. When you return, you can give it a last check with a fresh eye.

6-8
Weeks

Teach

Teach your course!
Keep a journal of your concerns and reflections while the course is in progress.



Reflect

Reflect and Refresh the course. When the term has ended, make an appointment with CELT to discuss your concerns & reflections.

Post-
Term

