

Course Design Institute (CDI)

	Day 1	Day 2	Day 3	Day 4
09:00–09:45	1.1 CDI Design Principles	2.1 From assessment to practice	3.1 Exploring learning activities	4.1 Recap and Sharing
09:45–10:30	1.2 Understanding student needs	2.2 Designing effective assessment and feedback	3.2 Principles of active learning	4.2 Motivating students to learn
10:30–11:00	Break			
11:00–12:30	1.3 Developing a learning-focused course syllabus	2.3 Designing learning-focused assessment tasks and feedback opportunities	3.3 Learning activities and Instructional strategies	4.3 Planning for continuous improvement
12:30–13:30	Lunch			
13:30–15:30	1.4 Principles of course design 1.5 From goals to outcomes	2.4 Designing feedback opportunities	3.4 Exploring inclusive learning activities	4.4 TEL Clinic (optional)
15:30–16:30	Individual writing time / Individual consultations with core facilitators	Individual writing time / Individual consultations with core facilitators / Canvas Clinic	Individual writing time / Individual consultations with core facilitators / Canvas Clinic	Individual writing time / Individual consultations with core facilitators
16:30–17:30	Independent work			
Homework	1. Determine learning goals and outcomes 2. Create a new learning-focused course syllabus	1. Refine learning outcomes 2. Draft assessment blueprint 3. Develop one major assignment 4. Integrate	1. Refine assessments 2. Determine overall instructional strategy 3. Develop 1–2 specific learning activities 4. Integrate	1. Refine learning activities 2. Plan for evaluation 3. Integrate 4. Complete course syllabus
Submission		Submit a working draft of your course syllabus		Submit a working draft of your course syllabus

Plenary sessions
 Small group discussions in breakout rooms
 Individual writing/consultation
 Independent Work
 Homework

Final Submission: Submit near-final/final course syllabus at the end of the Institute.