# Program Development Milestone Schedule

## Program Development Timeline

Development is projected to last 12-36 months depending on the number of courses in the program portfolio.

[DATE] Instructional Design Kickoff Meeting

[DATE] Begin Course Development: First Half of Program

[DATE] First Half: Confirmation of Resource Commitment Met

[DATE] Begin Course Development: Second Half of Program

[DATE] Second Half: Confirmation of Resource Commitment Met

## Course Development Timeline

Course development is projected to last 16 weeks depending on existing course content and condition, vision for re/development, and course author commitment.

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| **Week 1** | **Initial consultation with course author** | |
| Week 2 |  |  |
| Week 3 | Define course goals and learning outcomes |
| Week 4 | Draft syllabus and course structure |
| Week 5 | Identify instructional methods and technologies |
| Week 6 | Map activities and assessments to objectives |
| Week 7 | Create instructional materials and multimedia |
| Week 8 | Develop assessments and interactive content |
| Week 9 | Build out modules in LMS |
| Week 10 |  |
| **Week 11** | **Course build complete, submit for QM review** | |
| Week 12 |  |  |
| Week 13 | Review course for quality and usability |
| Week 14 | Discuss and implement recommendations |
| Week 15 |  |
| **Week 16** | **Final review and confirmation of “green” status** | |