

DEVELOPING INSTRUCTIONAL CONTENT

Step 1: Define the Learning Objectives

1. Identify the knowledge, skills, or attitudes you want learners to acquire.
2. Write specific, measurable, achievable, relevant, and time-bound (SMART) learning objectives.

Step 2: Conduct a Needs Assessment

1. Determine the knowledge gaps or skills deficiencies.
2. Analyze the learning environment and any constraints.

Step 3: Develop a Content Outline

1. Break down the learning objectives into smaller, manageable chunks.
2. Create a hierarchical outline of topics and subtopics.
3. Ensure the outline is logical, sequential, and easy to follow.

Step 4: Create Instructional Content

1. Develop content that is engaging, interactive, and relevant.
2. Use a variety of formats, such as text, images, videos, and quizzes.
3. Ensure the content is concise, clear, and free of errors.

Step 5: Design Instructional Strategies

1. Determine the most effective instructional strategies to achieve the learning objectives.
2. Use a variety of strategies, such as lectures, discussions, hands-on activities, and group work.
3. Ensure the strategies are engaging, interactive, and promote learner participation.

Step 6: Develop Assessment and Evaluation Tools

1. Create assessment tools to measure learner knowledge, skills, or attitudes.

2. Develop evaluation tools to measure the effectiveness of the instructional content.
3. Ensure the tools are valid, reliable, and aligned with the learning objectives.

Step 7: Pilot Test and Revise

1. Pilot test the instructional content with a small group of learners.
2. Gather feedback and evaluate the effectiveness of the content.
3. Revise the content based on the feedback and evaluation results.

Step 8: Implement and Maintain

1. Implement the instructional content in the learning environment.
2. Monitor learner progress and adjust the content as needed.
3. Maintain the content by updating, revising, and ensuring it remains relevant and effective.

Best Practices

1. Keep it simple and concise: Avoid using complex language or jargon.
2. Use visual aids: Incorporate images, diagrams, and videos to enhance learning.
3. Make it interactive: Incorporate quizzes, games, and simulations to engage learners.
4. Pilot test and revise: Ensure the content is effective and relevant before implementing it.

LMS COURSE CREATION TEMPLATE

A. COURSE INFORMATION			
A.1	Course Title		Title of the course including Course Code
A.2	Course Description		Brief Description
A.3	Course Objectives		specific, measurable, achievable, relevant, and time-bound (SMART) objectives
B. COURSE OUTLINE			
B.1	Module 1		Title of Module 1
B.1.1	Topic 1.1		Title of Topic 1 of Module 1
B.1.2	Topic 1.2		Title of Topic 1 of Module 2
B.1.3	Topic 1.3		Title of Topic 1 of Module 3
B.2	Module 2		
B.2.1	Topic 2.1		
B.2.2	Topic 2.2		
B.2.3	Topic 2.3		
B.3	Module 3		
B.3.1	Topic 3.1		
B.3.2	Topic 3.2		
B.3.3	Topic 3.3		
C. COURSE CONTENT			
C.1	Text-Based Content		Text-based content, such as lectures, readings, and assignments
C.2	Multimedia Content		Such as videos, audio files, and images
C.3	Interactive Content		Quizzes, discussions, and games

D. COURSE ACTIVITIES			
D.1	Assignments		assignment descriptions and due dates
D.2	Discussions		discussion topics and participation requirements
D.3	Quizzes		quiz descriptions and due dates

E. COURSE ASSESSMENT			
E.1	Grading Scale		70 – 100: A; 60 – 69: B; 50 – 59: C; 45 – 49 – D; 40 – 44: E; < 40: F
E.2	Assessment Criteria	<ul style="list-style-type: none"> • Assignments: <ul style="list-style-type: none"> ○ Content Quality (Depth, accuracy, originality) ○ Structure (Organization, clarity) ○ Citations (Referencing standards) ○ Timeliness (Submitted on time) • Quizzes: <ul style="list-style-type: none"> ○ Accuracy (Correct answers) ○ Completion (Attempted all questions) • Forums/Discussions: <ul style="list-style-type: none"> ○ Participation (Number of posts) ○ Critical Thinking (Depth of analysis) ○ Engagement (Replies to peers) 	

F. COURSE RESOURCES			
F.1	Required Readings		Insert required readings

F.2	Recommended Readings		Insert recommended readings
F.3	Additional Resources		additional resources, such as websites and multimedia content

G. COURSE SETTINGS

G.1	Course Start Date		
G.2	Course End Date		
G.3	Course Format		online, blended, or face-to-face

H. ACCESSIBILITY FEATURES

H.1	Closed Captions		Closed captions for multimedia content
H.2	Transcripts		Transcripts for multimedia content
H.3	Alt Text		Alt text for images

INSTRUCTIONAL DESIGN CONTENT REPOSITORIES

Finding high-quality, ready-to-use learning materials can save time and enhance course development.

Some of the best repositories for instructional content include:

- Free Open Educational Resources (OER) - free, openly licensed content for educators and trainers - <https://www.oercommons.org>
- MERLOT - Peer-reviewed teaching materials - <https://www.merlot.org>
- OpenStax - Free college-level textbooks - <https://openstax.org>
- MIT OpenCourseWare - University lecture materials - <https://ocw.mit.edu>
- Khan Academy - Video lessons + practice exercises - <https://www.khanacademy.org>
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2. Multimedia & Interactive Content – for videos, simulations, and interactive modules

- Pixabay / Pexels - Free stock images & videos - Visual aids, presentations - <https://pixabay.com/>
- H5P - Interactive HTML5 activities - Quizzes, games, branching scenarios - <https://h5p.org/>
- PhET Simulations - Science/math simulations (HTML5) - <https://phet.colorado.edu/>
- YouTube EDU - Free educational videos - Lectures, tutorials, demos - <https://www.youtube.com/education>

3. Corporate & Professional Training - for workplace learning, compliance, and soft skills.

- * Saylor Academy - Free professional courses - Business, IT, Project Management - <https://learn.saylor.org/>

- * EdX / Coursera - University-backed courses (some free) - Certifications, upskilling - <https://www.edx.org/>; <https://www.coursera.org/>
- * ALISON - Free workplace training - Customer service, HR, leadership - <https://alison.com/>

4. Moodle-Specific Content

Plugins and integrations to enhance Moodle courses

- H5P - Interactive content (quizzes, flashcards) - Built-in Moodle plugin
- MoodleNet - Shared OER for Moodle users - Direct import to courses - <https://moodle.net/>
- Content Bank (Moodle 4.0+) - Store & reuse H5P, SCORM, videos Native Moodle feature - https://docs.moodle.org/405/en/Content_bank

5. AI-Powered Content Generators

For rapid course material creation

- * ChatGPT / Claude - Generate lesson outlines, quizzes, case studies.
- * Canva Magic Design - Auto-create slides, infographics.
- * Quizgecko - Turn text into quizzes instantly.

How to Use These Repositories Effectively

1. Search with Keywords (e.g., "intro to Python," "leadership scenarios").
2. Check Licensing (OER = free to reuse/remix; some require attribution).
3. Adapt for Your Audience** (modify examples, simplify language).
4. Import into Moodle** (SCORM, H5P, PDF, or embed links).

Best Practices for Curating Content

- ✓ Mix & Match – Combine videos, readings, and quizzes for engagement.

- ✓ Verify Accuracy – Cross-check facts, especially in fast-changing fields (e.g., AI, tech).
- ✓ Localize Content – Adjust cultural references for your learners.