FIRST DRAFT

TITLE

created by:

Framework Conditions

Pedagogical and organisational considerations	
Title	
Target group (institution, age, learning level, previous knowledge, etc.)	
Learning format	
Learning objective	
Total duration (approx.)	
Admission requirements	

Content	
Topic	
Title	
Relevant content	
Focus areas	
Total duration (approx.)	
Needed previous knowledge	

Implementation	
Digital tool/platform	
Level of data protection	
Forms of media used (images, graphics, videos, podcasts, etc.)	

Time planning	
Desired launch	
Research done until	
Script done until	
Production done until	

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Prototype	
Final version	

Project organization	
Who is involved in the development	
Project manager	
Additional project participants	
Resource availability (including vacations, projects)	

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Basic structure

Already having a basic structure in mind can help making your content research more efficient. Below you can see an example of a basic structure, though yours does not have to look like this.

Subchapter	Content	Page number (approx. 20)
1. Welcome Goal:		
Welcome	• The learner is greeted. • The purpose of the training is presented.	1
Example	• Emotional engagement of the learner through a case study	1
Definition?	•	1
2. Goal: The learner knows…		
Objectives & contents (picture + text)	•	1
Examples (animation, image overlay, voiceovers)	•	1
3. Goal: The learner knows…		
Objectives & contents (picture + text)	•	1
Examples (animation, image overlay, voiceovers)		1
5. Summary		
Summary	• Summary of the contents • Reference to further information	1

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