



Cohort:

Faculty Information

Mentor	Email	Office Location & Hours
[Instructor Name]	[Email address]	[Location, Hours, Days]

General Information

Description

At IDOL Academy, we offer a unique 12-month program in Instructional Design and Online Learning Development. Our hands-on, rigorous approach to teaching provides our students with the necessary skills and knowledge to be successful professionals in the field. In addition to traditional coursework, our program includes an internship requirement for real-world experience. We are proud to say that many of our graduates have been able to land jobs before their program is complete – and those who finish their program become eligible for exclusive IDOL Talent contract roles.

Expectations and Goals

At IDOL Academy, we hold our students to high standards to ensure they can reach their potential and earn the **Certified Professional in Learning and Performance** certificate (CPLP). We expect our students to attend weekly mentor sessions and submit assignments on schedule. Students should also be comfortable reaching out to mentors when stuck or falling behind. Finally, a portfolio with all the required assets must be submitted to an Academy coach for review and approval before taking the test for graduation from IDOL Academy. By following these expectations, we can help our students succeed and ultimately become CPLP certified.

Course Materials

Required Materials

- Computer
- Internet

Optional Materials


- Any previous course designs

Required Text



- The Do It Messy Approach: A Step-by-Step Guide for Instructional Design and Online Learning, Book, by Dr. Robin Sargent







Course Schedule

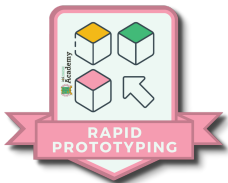



Week	Topic	Course Content	Exercises	Milestones
Week 1 Sept 25th	Welcome and Get Started	<ul style="list-style-type: none"> ● Academy Welcome Module ● Live Welcome Lesson 	<ul style="list-style-type: none"> ● Find Your Why ● Create a visual reminder that you are an IDOL ● Introduce yourself to the IDOL community ● Take the What you can expect quiz. ● Get access to Canva Campus. 	
Week 2 October 2nd	Corporate Instructional Design: Lessons 1-2	<ul style="list-style-type: none"> ● Academy Corporate IDOL Module ● Live Corporate ID Lesson 	<ul style="list-style-type: none"> ● Do some research and decide which path appeals to you the most ● Find the market rates for your area and decide on your non-negotiable minimum salary ● Complete the IDOL Goals worksheet 	
Week 3 October 9th	Corporate Instructional Design: Lesson 3	<ul style="list-style-type: none"> ● Academy Corporate IDOL Module ● Live Website Build Lesson 	<ul style="list-style-type: none"> ● Choose a host for your portfolio website. ● Select and secure a domain name for their portfolio. ● Design graphics for their portfolio, including page thumbnails and banners. 	


			<ul style="list-style-type: none"> ● Build their portfolio website. 	
<p>Week 4</p> <p>October 16th</p>	<p>Corporate ID: Lesson 4</p>	<ul style="list-style-type: none"> ● Academy Corporate IDOL module ● Live networking lesson 	<ul style="list-style-type: none"> ● Create and update your LinkedIn profile ● Start making connections and networking in and out of IDOL ● Post your progress on LinkedIn ● Submit website to coaches 	
<p>Week 5</p> <p>October 23rd</p>	<p>Project Management</p>	<ul style="list-style-type: none"> ● Project Management module ● Live PM lesson 	<ul style="list-style-type: none"> ● Choose a personal project management tool to utilize moving forward. ● Select and use a time-tracking tool ● Set up files on Google Drive 	
<p>Week 6</p> <p>October 30th</p>	<p>Instructional Design Foundation</p>	<ul style="list-style-type: none"> ● IDOL Foundation module ● Live ID Foundation lesson 	<ul style="list-style-type: none"> ● Start reading the textbook ● Optional: Create a graphic to illustrate the relationship between Merrill's First Principles of Instruction and this lesson's other instructional design models. ● Take the scenario knowledge check-in Learning theories lesson. ● Find an internship <ul style="list-style-type: none"> ○ Volunteer ○ Intern ○ Apply to intern with IDOL courses 	
<p>Week 7</p> <p>November 6th</p>	<p>Analysis</p>	<ul style="list-style-type: none"> ● Analysis Lessons 1-2 ● Live analysis lesson 	<ul style="list-style-type: none"> ● Conduct a discovery call with their volunteer client. ● Create a learner persona for their 	

			volunteer client project	
Week 8 November 13th	Analysis	<ul style="list-style-type: none"> ● Analysis Lesson 3 ● Live Kickoff call lesson 	<ul style="list-style-type: none"> ● Prepare for the kickoff meeting by creating an agenda and a list of questions to ask during the meeting. ● Schedule the kickoff meeting with the necessary stakeholders and SMEs. ● Conduct the kickoff meeting with the volunteer client, ensuring all essential elements are covered. 	
Week 9 (November 20th:Thanksgiving Break, no class this week) November 27th	Analysis	<ul style="list-style-type: none"> ● Analysis Lesson 4: SMEs ● Live SME lesson 	<ul style="list-style-type: none"> ● Obtain and review SME materials such as PowerPoint, recordings, videos, etc., to inform research. ● Prepare effective questions that elicit comprehensive responses from SMEs. ● Make contact with their SME and set up a working meeting. ● Collaborate with SMEs to list the tasks that learners need to perform to achieve the learning objectives. ● Elicit scenarios from SMEs to help learners apply the knowledge and skills learned in the course. 	
Week 10		<ul style="list-style-type: none"> ● Design Lessons 1-2 	<ul style="list-style-type: none"> ● Identify the end goal for your course ● Perform a complete task analysis 	

December 4th	Design	<ul style="list-style-type: none"> • Live design lesson 	<ul style="list-style-type: none"> • Create a final problem scenario for the whole course problem 	
Week 11 December 11th	Design	<ul style="list-style-type: none"> • Design lessons 3-4 • Live progression of problems lesson 	<ul style="list-style-type: none"> • Create a progression of problems/scenarios, arranging them from simple to complex and incorporating the desired component skills. • Write learning objectives for the course. 	
Week 12 December 18th	Design	<ul style="list-style-type: none"> • Design lessons 5-6 • Live activation and course scripting lesson 	<ul style="list-style-type: none"> • Design materials based on the established structural framework, providing learners with the necessary support and direction to successfully navigate the course. • Draft a script for the course. 	
Week 13 (December 25th, no classes this week for holidays) January 3, 2024	Design	<ul style="list-style-type: none"> • Design lessons 7-8 • Live assessments and feedback lesson 	<ul style="list-style-type: none"> • Design the evaluation instruments and include them in the course document. • Write the feedback for correct and incorrect answers. • Get feedback from the project team. • Submit all training design materials to coaches for a Pass/Fail. 	
Week 14 January 8th	Design	<ul style="list-style-type: none"> • Design lessons 9-10 • Live Course Blueprint and IDD lesson 	<ul style="list-style-type: none"> • Create a blueprint • Create an IDD • Submit both to coaches for a pass/fail. 	

<p>Week 15 January 15th</p>	<p>Design</p>	<ul style="list-style-type: none"> ● Design lesson 11 ● Live storyboard and prototype lesson 	<ul style="list-style-type: none"> ● Create a storyboard for the eLearning version of the course. ● Submit storyboard to coaches for a pass/fail. 	
<p>Week 16 January 22nd</p>	<p>Development: Part 1</p>	<ul style="list-style-type: none"> ● Development lesson 1 ● Live eLearning lesson 	<ul style="list-style-type: none"> ● Get access to tool suite: Lectora, CenarioVR, Genially, Vyond ● Take a bonus course on Genially, vyond, Storyline, Camtasia, etc. ● Pass and earn a badge. 	   
<p>Week 17 January 29th</p>	<p>Development: Part 2</p>	<ul style="list-style-type: none"> ● Development lesson 2 ● Live visual design lesson 	<ul style="list-style-type: none"> ● Create a job aid for your volunteer client ● Submit job aid to coaches for a pass/fail. 	
		<ul style="list-style-type: none"> ● Development 	<ul style="list-style-type: none"> ● Record scripts you 	

Week 18 February 5th	Development: Part 3	<p>lesson 3</p> <ul style="list-style-type: none"> ● Live voiceover lesson 	<p>identified as videos in the course blueprint</p>	
Week 19 February 12th	Development:Part 4	<ul style="list-style-type: none"> ● Development lesson 4 ● Live eLearning build lesson with Lectora 	<ul style="list-style-type: none"> ● Build a working prototype in Lectora with up to 10 slides based on course design. ● Submit prototype to coaches for a pass/fail. 	
Week 20 February 19th	Development:Part 5	<ul style="list-style-type: none"> ● Development lessons 5-6 ● Live ILT and Hybrid lesson 	<ul style="list-style-type: none"> ● Turn script into ILT materials <ul style="list-style-type: none"> ○ PPT/Slides ○ Facilitator Guide ○ Participant ● Submit it to coaches for a pass/fail 	
Week 21 February 26th	Implementation	<ul style="list-style-type: none"> ● Implementation module ● Software training: genially, Camtasia, vyond, storyline 	<ul style="list-style-type: none"> ● Create a Vyond video, genially, or Camtasia video. This is implementation week. 	
Week 22 March 4th	Evaluation	<ul style="list-style-type: none"> ● Evaluation module ● Software training: genially, Camtasia, vyond, storyline 	<ul style="list-style-type: none"> ● Create another asset for the course and earn a badge. This is implementation week. 	
Week 23 March 11th	Work Week	<ul style="list-style-type: none"> ● Review any lessons missed ● Software training: genially, Camtasia, vyond, storyline 	<ul style="list-style-type: none"> ● Catch up on all your assignments. This is implementation week. ● Submit the entire eLearning course built in Lectora with video, graphics, voiceover, etc. to coaches for a pass/fail. 	
Week 24		<ul style="list-style-type: none"> ● Review any 	<ul style="list-style-type: none"> ● Assemble portfolio, load at least three 	

March 18th	Prepare for Graduation	lessons missed • Job application lesson 1	assets, one being eLearning, and submit it to coaches for review.	
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Exam Process

Process	Instructions
Pass Coach Review	The test is sent to you via email. If you pass the test, you graduate and are put on the job readiness track.
Fail Coach Review	You then implement their feedback and resubmit until you pass.

Job Readiness Track

Week 1	Resume	<ul style="list-style-type: none"> Resume lesson Live resume lesson 	<ul style="list-style-type: none"> Create or revise the current resume. Submit to Coaches for feedback
Week 2	LinkedIn	<ul style="list-style-type: none"> LinkedIn and networking lessons Live LinkedIn lesson 	<ul style="list-style-type: none"> Update LinkedIn profile Continue networking
Week 3	Applications	<ul style="list-style-type: none"> Application lesson Live application lesson 	<ul style="list-style-type: none"> Apply for roles and track applications
Week 4	Interviews	<ul style="list-style-type: none"> Interview lesson Live mock interview lesson and interview prep 	<ul style="list-style-type: none"> Craft your elevator pitch Create answers to all the interview questions.

When you land your job , you will join the prestigious #IDOLmugClub and get a free IDOL Academy mug shipped directly to your home. You will report back to our school and earn your mug.