

Instructional Designer Series

This series of instructor courses is designed to aid the EMS instructor in designing and developing quality continuing education EMS programs that do not exist in a prepackaged curriculum. The series follows the basic instructional design process, ADDIE: Assess, Design, Develop, Implement, and Evaluate. During this series, participants will develop an actual continuing educational program to fit the needs of their affiliated organization and can be used to provide well-designed education programs in the future. Outside reading and several individual work assignments will build upon one another throughout the series to develop good instructional design skills. Enough time is scheduled between levels to ensure ample opportunity to complete each assignment and are prerequisites for the next level. The course facilitator will be available and will expect interaction, virtually or in person, to help participants develop and refine deliverables. Participants without completed assignments will not be allowed to progress to the next level.

Level 1: Assessing Learning Needs

This 8-hour course introduces the instructor to the ADDIE model of instructional design. Participants will be engaged in learning activities focused on basic assumptions about instructional design, rationale for instructional design, key aspects of adult learning, and the goals of instruction as the foundation for designing education. Additionally, participants will learn how to conduct a needs assessment to identify gaps that are addressable with education. Following this course, participants will conduct a needs assessment in their organization for use in the second level.

Prerequisites: None

Tuition: \$80.00

Text: **Required:** *Principles of Instructional Design, 5th Edition*, Gagné, Wagner, Golas and Keller, available at the Arapahoe Community College Bookstore

Education Credit: 8 continuing education units

Date	Day	Time	Registration Encouraged By
January 15, 2010	Friday	8:00 AM – 5:00 PM	January 8, 2010

Level 2: Designing Instructional Interventions

This 8-hour course builds upon the principles and activities in Level 1 by using the data collected during the needs assessment. Participants will engage in learning activities focused on learner characteristics, factors that influence learning, designing learning objectives, course organization, instructional sequence, integrating multiple objectives, and building lesson plans. Various learning activities will be introduced for participants to consider in their course design. Following this course, participants will build the framework of their educational program for use in the third level.

Prerequisites: •Successful completion of Instructional Designer Level 1: Assessing Learning Needs

Tuition: \$80.00

Text: **Required:** *Principles of Instructional Design, 5th Edition*, Gagné, Wagner, Golas and Keller, available at the Arapahoe Community College Bookstore

Education Credit: 8 continuing education units

Date	Day	Time	Registration Encouraged By
February 5, 2010	Friday	8:00 AM – 5:00 PM	January 29, 2010

Level 3: Developing Instructional Materials

This 8-hour course builds upon the principles and activities in Level 2 by taking the educational program framework and designing support materials necessary for effective learning. Participants will engage in learning activities focused on the nature of instruction, group learning environments, and use of technologies in the face-to-face and virtual classroom. Following this course, participants will develop learning support materials that will build upon their education program framework.

Prerequisites: • Successful completion of Instructional Designer Level 2: Designing Instructional Interventions

Tuition: \$80.00

Text: **Required:** *Principles of Instructional Design, 5th Edition*, Gagné, Wagner, Golas and Keller, available at the Arapahoe Community College Bookstore

Education Credit: 8 continuing education units

Date	Day	Time	Registration Encouraged By
February 26, 2010	Friday	8:00 AM – 5:00 PM	February 19, 2010

Level 4: Implementing Instructional Interventions

This 8-hour course builds upon the principles and activities in Levels 1 through 3 by taking the educational program framework and support materials and making preparations to implement the program. Attention will be given to issues surrounding developing facilitator and learner guides, program scheduling, promoting the program, and training trainers. There will also be an opportunity for participants to fine-tune instructional strategies and support materials during this course. Following the course, participants will develop a course plan to include: course schedule, facilitator and learner guides, and promotional strategy.

Prerequisites: • Successful completion of Instructional Designer Level 3: Developing Instructional Materials

Tuition: \$80.00

Text: **Required:** *Principles of Instructional Design, 5th Edition*, Gagné, Wagner, Golas and Keller, available at the Arapahoe Community College Bookstore

Education Credit: 8 continuing education units

Date	Day	Time	Registration Encouraged By
March 19, 2010	Friday	8:00 AM – 5:00 PM	March 12, 2010

Level 5: Evaluating Educational Effectiveness

This final 8-hour course builds upon the principles and activities in Levels 1 through 4 by taking the educational program framework and developing an evaluation strategy to determine learner achievement and program effectiveness. Participants will learn how to identify evaluation criteria, select and develop evaluation tools, determine how to assess data collected from the evaluation tools, and draw conclusions from these assessments. Both formative and summative evaluations will be the focus, laying the framework for refining the educational program each builds and measuring meaningful aspects of learner achievement. Following this course, participants will develop a formative evaluation strategy for their program and an instrument to measure learner achievement following participation in their program.

Prerequisites: • Successful completion of Instructional Designer Level 4: Implementing Instructional Interventions

Tuition: \$80.00

Text: **Required:** *Principles of Instructional Design, 5th Edition*, Gagné, Wagner, Golas and Keller, available at the Arapahoe Community College Bookstore

Education Credit: 8 continuing education units

Date	Day	Time	Registration Encouraged By
April 9, 2010	Friday	8:00 AM – 5:00 PM	April 2, 2010

Following the conclusion of all five courses in the instructional designer series and delivery of the educational program participants develop, a follow-up learner achievement evaluation will be conducted. The purpose of this evaluation is to review the formative and summative program evaluations and assess the quality and effectiveness of the program developed. Suggestions for improvement and/or alternative strategies for participants' programs will be offered, but these improvements are not considered part of the instructional designer series.



Instructional Designer Series Registration Information

- Location:** HealthONE EMS, 333 W. Hampden Ave., Suite 200, Englewood, CO 80110
- Prerequisites:** See above
- Tuition:** \$80.00 each level
- Text:** See above
- Education Credit:** 8 continuing education units each level
- Registration:** Registration encouraged by the date listed above to reserve your space. Send your registration form, prerequisite documentation, and payment to: HealthONE EMS, 333 W. Hampden Ave., Suite 200, Englewood, CO 80110. Payment and prerequisite must be enclosed with registration to confirm a seat in the class.
- Cancellation:** Cancellation notice must be received in writing 5 working days prior to the beginning of class to qualify for a partial refund. A \$30.00 administrative fee will be assessed for any cancellation.

-----Clip and Mail-----

Instructional Designer Series Course Registration Form

Dates you would like to register for:					
Last Name	First Name	M.I.			
Address		City		State	Zip
Home Phone		Cell Phone		HealthONE EMS Membership #	
Work Phone		Email		Last 4 SSN	
Agency					
<input type="checkbox"/> MasterCard <input type="checkbox"/> Visa		<input type="checkbox"/> Credit Card #		Exp. Date	/
Cardholder Name		Signature			
We must have your expiration date and signature to accept payment with a credit card.				Amount Enclosed	
				\$	
<input type="checkbox"/> Check <input type="checkbox"/> Money Order		<input type="checkbox"/> Cash <input type="checkbox"/> PO#			
How did you hear about this course?					
<input type="checkbox"/> Agency		<input type="checkbox"/> Web page		<input type="checkbox"/> Flyer <input type="checkbox"/> Catalog <input type="checkbox"/> Other	

Phone: 303-788-6317

Fax: 303-788-7656

www.healthoneems.com