

Challenge 1: Notetaking Tools

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Drafted Artifact Description: This artifact consists of [Number] screenshots from a notebook used for. The images demonstrate the notebook's organizational structure, including sections for different research themes, pages for individual article summaries, and the use of tags for cross-referencing.
Drafted Reflection Content: Skill with digital notetaking tools was acquired through practical application in LDT coursework. While tools like OneNote were familiar, their systematic application to academic research and ID projects was a new skill. This involved creating a structured notebook, using tags to categorize concepts, and embedding PDFs and web clippings for analysis. The application of this skill is central to the PLANNING AND ANALYSIS (Supra-Badge).¹ A digital notebook is the professional repository for all "Front-End Analysis" data. During the analysis phase, an instructional designer gathers large amounts of qualitative data from SME interviews, stakeholder meetings, learner focus groups, and observations. A tool like OneNote is where this raw data is captured, organized, and synthesized. Notes from an SME interview can be tagged with themes (e.g., "performance gap," "motivation issue," "tech constraint"). This tagging system is invaluable for later synthesizing the data and "conducting a gap analysis" ¹ to determine the root cause of the performance problem. This tool is also the primary workspace for completing the "Use appropriate techniques to analyze various types and sources to validate content" challenge.¹ When conducting a literature review to support a design choice, a digital notebook allows the designer to clip articles, annotate PDFs directly, summarize key findings, and cross-reference authors. This creates a traceable, auditable trail of research that validates the instructional strategies and content proposed in the final design.