*We will use the following planning and evaluation guide throughout the duration of our project, for modules 1, 2, and 3.*

# **Phase 1: Planning**

**Evaluation Plan**

1. Create a timeline to track the incremental development of each module
2. Create a content development plan
   * Identify instructional strategies, media, and assessment to use for each module.
   * Provide learning supports for each module.
3. Submit timeline, a content development plan to instructor and address feedback
4. Create a storyboard that outlines on-screen text, audio, video, animation, transitions, etc.
5. Present our timeline, content development plan, and storyboard to SME/Stakeholder to collect and address feedback
6. Fill in instructional and objective gaps
7. Present timeline, content development plan, and storyboard to SME/Stakeholder
8. Once SME/Stakeholder has indicated that there is no gaps in presented materials we will continue onto Phase 2.

**Instrumentation**

* Interview with SME/Stakeholder
* Checklist of items to implement/consider while developing modules
* Follow an AGILE/Scrum methodology of development, iteration, and deployment
* Require stakeholder sign-off on critical parts of the project, such as storyboard and script.

# **Phase 2: Development**

**Evaluation Plan**

1. Write a script for instructional videos and in-module narration
2. Use Rubric for Evaluating Instructional Materials to evaluate the most effective way to present instructional video
3. Present script to SME/Stakeholder and gather feedback
4. Make changes to script based on feedback
5. Gather/create media resources
   * Record Humane Society of Utah building
   * Record voice over
   * Create an animated dog
   * Collect photos to be used in instructional videos
6. Create instructional video
7. Present instructional video to SME/Stakeholder and gather feedback
8. Make changes to instructional video (if any) based on feedback
9. Create formative/summative assessments to accompany instructional video.
10. Present instructional video and assessments to SME/Stakeholder and collect feedback.
11. Once SME/Stakeholder has indicated that there is no gaps in instructional video and assessments we will continue onto Phase 3.

**Instrumentation**

* Interview with SME/Stakeholder
* Checklist of items to implement/consider while developing modules
* Follow an AGILE/Scrum methodology of development, iteration, and deployment

# **Phase 3: Evaluation**

**Evaluation Plan**

1. Present instructional video and assessments to peers and conduct a cognitive walkthrough. Collect data on interface, design, and content.
2. Create changes (if any) based on data collected
3. Administer user-testing to learners and collect data on instructional content.
4. Create changes (if any) based on data collected
5. Present instructional video and assessments to learners/SME/Stakeholder and gather data
6. Once collected data from learners/SME/Stakeholder has indicated that there is no gaps in instructional video
7. Present instructional video and assessments to learners/SME/Stakeholder and collect data
8. Create changes (if any) based on data collected
9. Present instructional video and assessments to learners/SME/Stakeholder and gather data
10. Once collected data from learners/SME/Stakeholder has indicated that there is no gaps in instructional video and assessments we will upload instructional videos to their LMS.

**Instrumentation**

* Survey
* Screen capture software
* Assessment scores
* Interview with SME/Stakeholder
* Checklist of items to implement/consider while developing modules
* Follow an AGILE/Scrum methodology of development, iteration, and deployment