

## **eLearning and instructional design workshops**

Synchronism offers a series of four workshops for your Learning and Development team. These hands-on workshops are designed to help your team to develop their own elearning course(s) - the design of the workshops assumes that each participant has a project to work on. There is a high level of participation required during the workshop and some project work to complete between workshops. Participants will receive document templates to assist them in the elearning development process.

### **Workshop 1 – an introduction to elearning**

- An overview of elearning concepts and terminology
- A look at some technology options
- Strategic choice of elearning and blended learning
- The elearning design and production process
- Managing elearning projects
- Scoping your project
- eLearning resources and community

### **Workshop 2 – instructional design for elearning**

- Instructional design – theory and application
- Ensuring learner engagement – an instructional design ‘formula’ for success
- Storyboarding as a design tool
- Designing assessments

### **Workshop 3 – producing elearning content**

- Writing engaging content
- Creating and managing media files (including graphics, flash movies and sound files)
- PowerPoint for elearning developers – advanced features
- Graphic design basics
- Converting PowerPoint to flash

### **Workshop 4 – review of elearning projects**

- Critical peer review of work to date
- Lessons learned
- Questions / issues
- Next steps

Each workshop is 2½ to 3 hours in length and is delivered at your premises. Workshops are generally scheduled to allow at least one week between workshops, in which participants can make progress with their projects. Maximum number of participants is 10. Content can be tailored to suit the specific requirements of your team. An initial meeting with your Learning and Development Manager will ensure that Diane has a good understanding of your organisation’s experience with elearning and the nature of the projects participants will be working on.

**Synchronism**  
design for learning

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