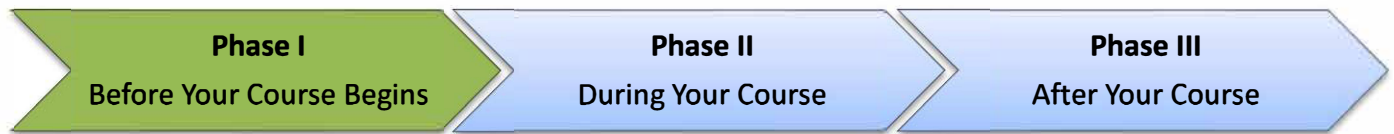


The EF Community of Practice, Course Design and Development, have been working on a Course Development Guide. The complete guide will be available later in the year. For now, here is part of phase one, a checklist for considerations when designing or redesigning a course. If you'd like to learn more about the community, click [here](#).



### Checklists



#### Checklist

##### Considerations When Scoping a New Course/Program

- ☐ Why is the course needed? / What is unique about this Program?
- ☐ Is it replacing another course and why?
- ☐ How does this course relate to existing courses in my Program and other Programs (if any)?
- ☐ How does this course relate to the Program?
- ☐ Does your course have any requirements for enrolment, such as Program Stage or course pre-requisites?
- ☐ What 'gaps' are being filled; needs addressed?
- ☐ What is the anticipated timeline?
- ☐ What are the course aims?
- ☐ Define the constructs (numbers, resources, class format etc.)
- ☐ Define the delivery mode (blended, online etc.)
- ☐ Consider the 'Program Stage' (or stages) in which the course might fit?
- ☐ Is the course part of an accreditation program?
- ☐ Note: refer to the Learning Outcomes for your Program/Programs and confirm the UOC for the course.



#### Checklist

##### Considerations When Redesigning an Existing Course

- ☐ Why is the redesign needed?
- ☐ What 'gaps' are being filled; needs addressed?
- ☐ What is the anticipated timeline?
- ☐ Define the constructs (numbers, resources, class format etc.)
- ☐ Define the delivery mode (blended, online etc.)
- ☐ To what extent or scale is the course redesign required? (i.e. part or all of the course?)