



Course Structure Planning Guide

This planning guide is designed to help you thoughtfully approach the high-level design of your online course. Though some of what you decide in this planning guide will evolve as you make your way through the course design process, this planning guide also provides a great starting point for thinking about why your online course will be special.

Course Description

1-3 paragraph description of the course.

Goals of this Course

[OPTIONAL] Targeted to students. (e.g., reasons to take the course, why this course is beneficial, etc.)

Course Objectives

Provide 3-9 objectives for the course, one in each row.

ID	Course Objectives
C1	
C2	
C3	
C4	
C5	
C6	
C7	
C8	

Weekly Outline

Title of Week: A short, catchy title for the week.

Main Topics: List of topics that will be covered in the week

Weekly Objectives: Provide 1-4 weekly objectives. Weekly Objectives should map back to the Course Objectives. See next page.

Week #	Title of Week	Main Topics	Weekly Objectives
1		• •	1.1 1.2 1.3
2		• •	2.1 2.2 2.3
3		• •	3.1 3.2 3.3
4		• •	4.1 4.2 4.3
5		• •	5.1 5.2 5.3
6		• •	6.1 6.2 6.3
7		• •	7.1 7.2 7.3
8		• •	8.1 8.2 8.3

Course Objective Map

Put an "X" under each Course Objective that the Weekly Objective maps back to.

Weekly Objectives		Course Objectives							
		C1	C2	C3	C4	C5	C6	C7	C8
Week 1	1.1								
	1.2								
	1.3								
Week 2	2.1								
	2.2								
	2.3								
Week 3	3.1								
	3.2								
	3.3								
Week 4	4.1								
	4.2								
	4.3								
Week 5	5.1								
	5.2								
	5.3								
Week 6	6.1								
	6.2								
	6.3								
Week 7	7.1								
	7.2								
	7.3								
Week 8	8.1								
	8.2								
	8.3								