

The University of Texas at Tyler
College of Business and Technology
Department of Technology

Course Syllabus

HRD 4332 Instructional Design and Assessment
Spring, 2008

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Course Description: This course is a three-hour undergraduate course which examines the fundamentals of course construction, including job and trade analysis to determine the skills and related technical competencies needed in the development of a course of instruction. An instructional design model will be used to organize the procedures required in developing and managing course construction and instruction.

Required Textbooks:

1. Mager, R. F. (1997). *Making Instruction Work* (2nd ed.). Atlanta, GA: The Center for Effective Performance, Inc. ISBN: 1-879-618-02-8
2. Mager, R. F. (1997). *Preparing Instructional Objectives* (3rd ed.). Atlanta, GA: The Center for Effective Performance, Inc. ISBN: 1-879-618-03-6
3. Mager, R. F. (1997). *Measuring Instructional Results* (3rd ed.). Atlanta, GA: The Center for Effective Performance, Inc. ISBN: 1-879-618-16-8

Recommendation: You might consider buying the following. It contains the three Mager books listed above plus 3 others concerning instruction. The complete set makes an excellent reference for instructional design and instruction.

Mager, R. F. (1997). *The New Mager Six-Pack*. (3rd ed.) Atlanta, GA.: The Center for Effective Performance, Inc. ISBN: 1-879-618-15-x

4. American Psychological Association. (2001). *Publication manual of the American psychological association* (5th ed.). Washington, DC: Author. ISBN: 1557989788

The HRD and Technology Department at UT Tyler requires students in department courses to use the APA style manual for all written material. You should purchase a copy of the 5th edition if you do not already own one. Please don't try to rely on web sites as a substitute. You will find the sites outdated, contradictory, and confusing.

Course Goals:

- To learn to apply a systematic approach to the instructional course development process.
- To create an instructional course using a course of instruction document format to organize course materials.

Course Objectives:

Upon successful completion of this course, the student will be able to:

- Define and explain the five phases of the Instructional Systems Development (ISD) model and the tasks performed within each phase.
- Prepare introductory information for the role and scope of a course to be designed.
- Develop and write a job description that will describe what a skilled worker does and the conditions under which work is done.
- Develop and write a philosophy of a course, taking into consideration the organization mission statement, social philosophy, and personal philosophy.
- Analyze a task to determine detailed procedures and activities performed to complete the task.
- Describe the target population for a course in terms of the student's physical characteristics, education, personal characteristics (motivation, interest, attitudes, biases, prejudices), and demographics.
- Translate work competencies into performance objectives, including essential elements that identify behavior or performance to be demonstrated by the student at the end of a course and which indicate a standard of criteria of acceptable performance.
- Develop realistic course prerequisites based upon the target population and course objectives.
- Write a course description.
- Analyze and organize a sequence of learning activities.
- Identify, select, and prepare criterion-referenced tests or examinations that measure student achievement.
- Prepare a plan of instruction that will include instructional procedures based upon the type of performance required of students, the type of class organization to be utilized to facilitate student learning, and the means of measuring effectiveness of instruction.
- Analyze and design instructional materials and procedures for individualized learning activities.

- Develop two instructional modules: one skill-learning module and one information-learning module.
- Develop an ongoing program of evaluation to ensure revision and change to a course to meet future needs of the organization.
- Organize and assemble all prepared components into a course of instruction.
- List and explain the steps involved in developing a course of instruction.
- Using PowerPoint presentation software, create and display a brief descriptive presentation of a completed course of instruction.

Course Requirements and Grading:

The work you will perform for this course is weighted as follows:

Class participation	20%
Course of Instruction Document	50
PowerPoint Presentation	10
Final exam	20

Grading components are assigned weights based upon the work required of the participant and the importance to the course. A letter grade will be deducted for each day an assignment is late.

Final grades for the course will be determined based upon the following point assignments:

A - 90-100	D - 60-69
B - 80-89	F - Below 60
C - 70-79	

Plagiarism is a serious academic offense. Please avoid the consequences of academic dishonesty by citing all sources that you use in your work. Academic dishonesty, such as unauthorized collusion, plagiarism and cheating, as outlined in the Handbook of Operating Procedures, University of Texas at Tyler, will not be tolerated. University regulations require the instructor to report all suspected cases of academic dishonesty to the Dean of Students for disciplinary action. In the event disciplinary measures are imposed on the student, it becomes part of the student's official school records. Also, please note that the handbook obligates you to report all observed cases of academic dishonesty to the instructor.

IDEA Statement

If you have a disability, including a learning disability, for which you request an accommodation, please contact Ida MacDonald in the Disability Support Services office so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodation must provide documentation of his/her disability to the Disability Support Services counselor. For more information, call or visit the Student Services Center located at your home campus or at the University of Texas at Tyler's University Center, Room 111. The telephone number is (903) 566-7079 (TDD 565-5579).