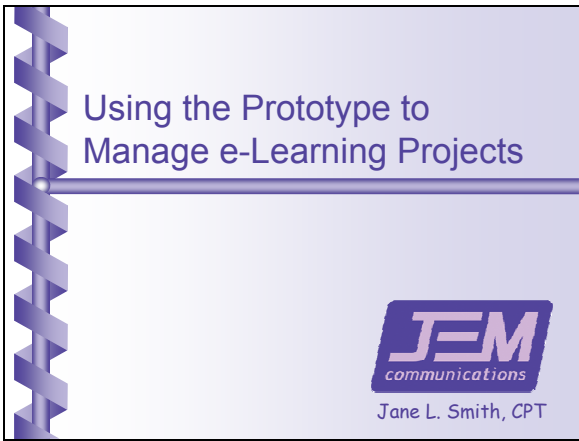



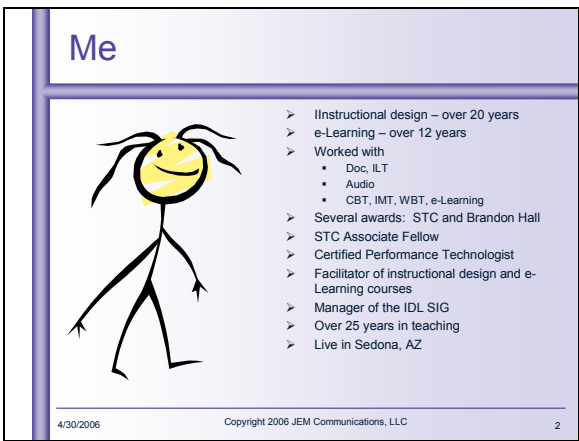
Using the Prototype to Manage e-Learning Projects



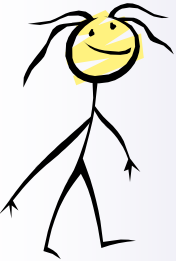
Using the Prototype to Manage e-Learning Projects



Jane L. Smith, CPT

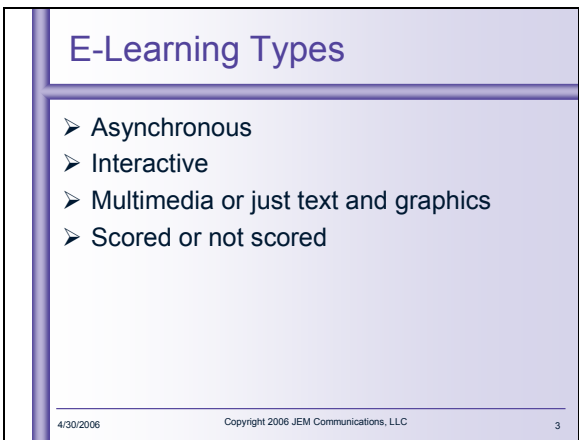


Me



- > Instructional design – over 20 years
- > e-Learning – over 12 years
- > Worked with
 - Doc, ILT
 - Audio
 - CBT, IMT, WBT, e-Learning
- > Several awards: STC and Brandon Hall
- > STC Associate Fellow
- > Certified Performance Technologist
- > Facilitator of instructional design and e-Learning courses
- > Manager of the IDL SIG
- > Over 25 years in teaching
- > Live in Sedona, AZ

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E-Learning Types

- > Asynchronous
- > Interactive
- > Multimedia or just text and graphics
- > Scored or not scored

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Facts about e-Learning Projects

- More complex
- Follow software development model
- Have more risks for going over budget
- Have more areas for potential conflicts
- Greater complexity and risks = tighter project management

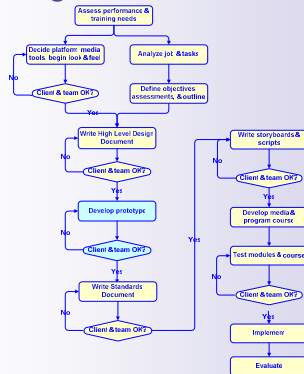
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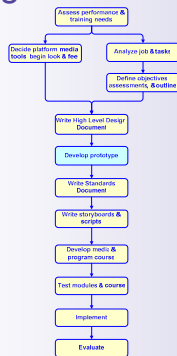
e-Learning Process

24



e-Learning Process

25



Standard Project Factors

- Know client's priorities

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e-Learning Budget Areas

- Four budgets
 - Cost
 - Time or deadlines
 - Scope or quantity of material
 - Instructional treatment
- Prototype is key to managing/modifying these budgets

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Prototype

- Small pre-course
- Challenging lesson in course
 - Look and feel
 - Instructional methods
 - Use of media
 - Functionality
- Presented for review and signoff
- Want all comments now

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Modification Point - Prototype

- Technological specifications
 - Will the course play on the workstations?
Or over the Intranet/Internet?
 - Will it interface with LMS?
 - What about download times?
 - How does the audio play?
- What modifications will you need to make to the course or the infrastructure to make it work?

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Modification Point – Prototype 75-77


- Track development time for all activities while create prototype
 - Analysis and design
 - Design document
 - Storyboard
 - Creation of media
 - Programming
 - Testing
 - Review
 - Modifications
- Exclude interface design since a one-time activity



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Modification Point – Prototype 75-77


- Total the development times
- Determine development time percentage of whole course
- Determine prototype percentage of course
- Compare the two percentages
- Determine if whole course may exceed development time



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Modification Point – Prototype 75-77


- Track use of media elements
 - # interactions
 - # flash/animations
 - # storyboard pages
 - # graphics
 - # minutes audio
- Make projections from these to entire project
- Determine if media for whole course will be out of scope based on prototype



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Modification Point – Prototype 75-77

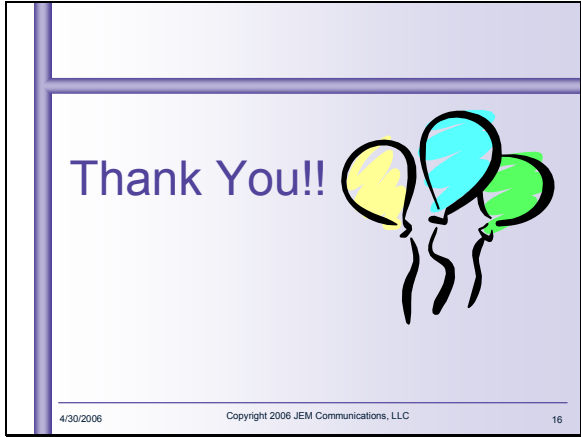
- Determine if need to make adjustments
- Areas can adjust
 - Content scope (total pages, etc.)
 - Treatment scope
 - Amount of audio
 - Types and amount of questions
 - Level and number of animations
 - Graphic types and numbers



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Continue to Monitor Budgets

SOW to Actuals																				
Module	Interactivity Level	Seat time			Audio Min			Flash Animations			Questions/Games			Stock photos			Flashes & Animations			Games Min
		SOW	DD	DIF	SOW	DD	DIF	SOW	DD	DIF	SOW	DD	DIF	SOW	DD	DIF	SOW	DD	DIF	
Overview	0																			
NAQ1																				
NAQ2																				
NAQ3																				
NAQ4																				
PerSum	0																			
Total		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	#DIV/0!
Overview	0																			
CS1																				
CS2																				
CS3																				
CS4																				
CS5																				
CS6																				
PerSum	0																			
Total		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	#DIV/0!
Overall		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	#DIV/0!





Jane Smith
JEM Communications, LLC
www.jemcommunications.com
jane@jemcommunications.com
928-284-0455