Instructional Design Services

Instructional Design & Technology Services (IDTS)
School of Communication and Information

Instructional Design & Technology Services (IDTS) offers instructional design services to instructors for:

- Classroom-based/on-site and/or web-enhanced courses
- Hybrid/blended courses
- Fully online courses

IDTS works with SC&I instructors 1:1 or in small groups to provide Instructional support and services in any of the following ways:

- **Prepare a Course Syllabus** (for classroom-based, hybrid, fully online courses) including the Methods of Assessments and grade weighting.

- **Map out the Syllabus** "**Course Schedule**" for the semester with the instructor (e.g., week-to-week) for the undergraduate schedule (with or without final exam) or the graduate schedule.

- **Create new course sites in a CMS** for the new semester and/or **convert/'white-glove'** courses from one CMS (e.g., eCollege) to another CMS (e.g., Canvas) (upon instructor request and based on migration schedule and availability) and work with instructors to prepare the course site.

- **Design/develop a new assignment or project** for students that is engaging and promotes active learning and aligns with course learning objectives and course assessments, including to meet RU Core Curriculum Goals (where applicable).

- **Design custom grading Rubrics** to evaluate students' work on assignments and projects and **integrate RU Core goals**, where needed, to satisfy RU core requirements for reporting purposes.

- Orient instructors 1:1 and in groups to a **course management system** and how to use the **tools and features** (e.g., content, assignments, quizzes, discussions, gradebook, etc.)

- Work with instructors to **translate** a **Course Syllabus** (content, assignments, activities, etc.) and **Course Schedule** into a new (or existing) **course site** in a course management site.

- **Full course (or curriculum) design and development** (Syllabus through course site in CMS), working with department chairs, program directors, and/or instructors.

- Work with the instructors to **re-design/re-develop a course site** (e.g., transition to hybrid or online or Canvas course conversion; create/add new technology project or collaborative project or active learning) in the CMS.

- Integrate **instructional technology** in courses – for the instructor and/or students (e.g., Panopto, iClickers, lyndaCampus, Google Apps, Screencast-O-Matic, social media such as Twitter, Pinterest, Diigo, Storify, wikis, digital storytelling, infographics, etc.).

- Work with instructors on "**teaching and facilitating**" a course throughout the semester, particularly hybrid and online courses.

IDTS Resources

Useful resources about instructional design, instructional technology, and pedagogical best practices:

- Instructional Design and Technology Services (IDTS) page: https://comminfo.rutgers.edu/idts
  - Instructional Technologies page - https://comminfo.rutgers.edu/instructional-technologies
  - Instructional Design page - https://comminfo.rutgers.edu/instructional-design

- Preparing Your Course Syllabus and Schedule: see https://comminfo.rutgers.edu/instructional-design

- Creating Rubrics to evaluate students' coursework: see: https://comminfo.rutgers.edu/rubrics

- Library of Faculty Professional Development Video Tutorials on:
  Teaching & Learning: http://bit.ly/1UQEVUi
  Instructional Technology: http://bit.ly/1LiHywq

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