Programme Details

Programme : PROGRAM DEVELOPMENT FOR TERTIARY EDUCATORS
Course Length: Two days

Course Synopsis

This course is intended to train the participants to design a program of study at the tertiary level. The course focuses on the considerations when designing a program and the program development process. The participants will be guided through the process of designing a program of study and the preparation of program document to be submitted to authorities such as MQA. This will include writing program synopsis, objectives, learning outcomes, selection of subjects and structuring of programs. This course is useful for Faculty Deans and Program Managers as well as people who are involved in designing programs at the tertiary level.

Course Objectives

This course is designed to fulfil the following objectives:

• To guide the participants to write clear synopsis, objectives and learning outcomes for a program of study
• To provide the participants with the fundamental considerations in developing a program
• To guide participants to select and organize subjects within a program
• To help the participants to plan a successful program development process

Course Learning Outcomes

By the end of the course, participants will be able to:

• Write introductions to a program (Program Synopsis, Objectives and Learning Outcomes)
• Discuss fundamental considerations in developing a program
• Select appropriate subjects and organize them to form a well-balanced program
• Create a program development plan

Course Contents

➢ Developing key learning areas of a program
   o Foundation knowledge
   o Core Content knowledge
   o Core Competencies
   o Supporting knowledge
   o Generic skills

➢ Writing Program Overview
   o Writing Program Synopsis
   o Writing Program Objectives
   o Writing Program Learning Outcomes
Developing a balanced program
  o Balancing between University Core, Faculty Core, Program Core and Major courses
  o Balancing between theory-based and practice-based courses

Organizing courses within a program
  o Articulation
  o Integration
  o Scope
  o Sequence

Determining credit hours for courses
  o MQA formula for credit value calculation
  o Tips for constructing the program

The program development process
  o Job analysis
  o Curriculum Committee
  o Pre-implementation

Course Plan

<table>
<thead>
<tr>
<th>DAY 1</th>
<th>DAY 2</th>
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<tbody>
<tr>
<td>9.00am – 10.45pm Session 1 (1hr 45mins)</td>
<td>9.00am – 10.45pm Session 5 (1hr 45mins)</td>
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<tr>
<td>Introductions and course overview</td>
<td>Organising program contents</td>
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<td>Considerations in program development</td>
<td>- Vertical and horizontal articulation</td>
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<tr>
<td>Determining program key learning components of a program</td>
<td>- Vertical and horizontal integration</td>
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<td>- Continuity</td>
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<td>- Sequence</td>
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<tr>
<td>11.00am – 12.45pm Session 2 (1hr 45mins)</td>
<td>11.00am – 12.45pm Session 6 (1hr 45mins)</td>
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<tr>
<td>Program Outlining</td>
<td>Workshop: Program construction – content selection and organisation</td>
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<tr>
<td>- Writing Program Overview (Program Synopsis, Program Objectives and Program Learning Outcomes)</td>
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<tr>
<td>1.45pm – 3.15pm Session 3 (1hr 30mins)</td>
<td>1.45pm – 3.15pm Session 7 (1hr 30mins)</td>
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<td>Workshop: Program Outlining – aligning program objectives and program learning outcomes to key learning components</td>
<td>Group discussion and presentation – Analysing and evaluating a program</td>
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<td>3.30pm – 5.00pm Session 4 (1 hr 30mins)</td>
<td>3.30pm – 5.00pm Session 8 (1 hr 30mins)</td>
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<td>Selecting Program Contents</td>
<td>Recapitulation – The program development and review process</td>
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<td>- Scope – coverage of key learning components</td>
<td>Feedback session</td>
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<td>- Balance – key learning components and learning elements</td>
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<td>- Program learning volume (credit points)</td>
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