



## **Professional Certificate in eLearning Paradigms – Master Class e-Learning Developer**

### **1. COURSE DESCRIPTION**

This Master Class series focuses on the following objectives:

- Advance professional skills in e-learning design and development
- Apply skills and competencies through industry projects
- Appraise level of professional skills through peer evaluations
- Assimilate project management skills through industry projects
- Accumulate experiences at the professional level

Participants are required to have these pre-requisites:

- Hold training and/or development qualifications(preferable)
- Have prior experiences in media development and authoring tools
- Engage in selected industry project on pro-bono basis

### **2. STUDENT LEARNING OBJECTIVES/ OUTCOMES**

At the end of this workshop, participants will be able to:

- Scope requirements for e-learning projects
- Map strategy for e-learning delivery
- Articulate e-learning lesson plans and activities
- Develop e-learning for interaction and engagement
- Validate learning design and development
- Manage project in accordance to project scope

### 3. TARGET AUDIENCE

This workshop empowers individuals interested in building rich media learning and training resources, including:

- **Educators:**  
Trainers, coaches, facilitators, educators, media developers
- **Training Managers:**  
e-learning specialists, developers, programme managers, training managers
- **Human Resource Developers:**  
Learning & development managers, consultants

### 4. TECHNICAL REQUIREMENT

Participants are required to bring a computer notebook with WiFi connectivity and have the following operating system and functions in the notebook:

Windows XP or 7 operating system  
Administrator's rights to install applications

Note: WiFi access to the Internet is provided at the training site.

### 5. Lesson Plan

Day/Project	Activity	Training Resource	Instructional Technique
Day 1 7 hours	<b>Master Class Training Session 1</b> Define project management plan <ul style="list-style-type: none"><li>• Overview of media devt tools</li><li>• Overview of authoring tools</li></ul>	PowerPoint slides	Classroom instruction with hands-on computer activities
Project Activities (Phase 1)	<b>Meet with Industry client</b> <ul style="list-style-type: none"><li>• Conduct training needs analysis</li><li>• Discuss learning designs</li><li>• Explore relevant technologies</li><li>• Prepare project scope</li></ul>	Project-based documents	Collaborative learning, Coaching and Apprenticeship
Day 2 7 hours	<b>Master Class Training Session 2</b> <ul style="list-style-type: none"><li>• Articulate learning design</li><li>• Adopt authoring tool</li><li>• Plan project resources</li><li>• Assign roles and responsibilities</li></ul>	PowerPoint slides	Classroom instruction with hands-on computer activities

Project Activities (Phase 2)	<b>Design e-Learning</b> <ul style="list-style-type: none"> <li>• Execute learning design</li> <li>• Design storyboard prototype</li> <li>• Validate learning design</li> <li>• Design storyboards for complete programme</li> </ul>	Project-based documents	Collaborative learning, Coaching and Apprenticeship
Day 3 7 hours	<b>Master Class Training Session 3</b> <ul style="list-style-type: none"> <li>• Develop interaction and engagement models</li> <li>• Develop e-learning objects</li> <li>• Validate e-learning design</li> </ul>	PowerPoint slides	Classroom instruction with hands-on computer activities
Project Activities (Phase 3)	<b>Develop industry e-learning objects</b> <ul style="list-style-type: none"> <li>• Validate e-learning objects</li> <li>• Create multimedia</li> <li>• Create interactions and engagement e-learning activities</li> </ul>	Project-based documents	Collaborative learning, Coaching and Apprenticeship
Day 4 7 hours	<b>Master Class Training Session 4</b> <ul style="list-style-type: none"> <li>• Apply multimedia development tools</li> <li>• Develop multimedia resources</li> <li>• Validate multimedia resources</li> </ul>	PowerPoint slides	Classroom instruction with hands-on computer activities
Project Activities (Phase 4)	<b>Create industry multimedia for elearning objects</b> <ul style="list-style-type: none"> <li>• Create multimedia resources</li> <li>• Validate multimedia resources</li> <li>• Host e-learning content for pilot</li> <li>• Prepare/conduct pilot test</li> <li>• Consolidate feedback</li> <li>• Make modifications</li> </ul>	Project-based documents	Collaborative learning, Coaching and Apprenticeship

Course Duration: 4 days (28 Hours)

## FACILITATOR



**Dr Soo Wai Man** has more than two decades of teaching and instructional development experiences. He had served at two local polytechnics, SIM University, Singapore Management University, Citigroup, and as Deputy Director, Institute for Adult Learning, where he introduced blended e-learning into WSQ courses, conducted workshops on e-learning design and development.

Wai Man actively conducts continuing education and learning workshops with the Adult Education Network, Singapore. His highly rated workshops cover the entire spectrum of e-learning design, development and implementation. He is a certified Adult Educator Professional, a credential of the Institute for Adult Learning.

### Education

- Ph.D. (Instructional Design and Development), NTU-NIE (2003)
- M.Ed. (Educational Studies), Sheffield University, U.K. (1996).
- M.A. (Computer Education), United States International University, San Diego, California, U.S.A. (1991).
- Higher National Diploma (Electronics), Southampton College of Higher Education, U.K. (1984).
- WSQ Certificate in Training and Assessment
- WSQ Diploma in Adult and Continuing Education