

## HHD World Campus Course Design Standards

The development and ongoing maintenance of HHD courses for World Campus is approached as a team effort with faculty working alongside a learning design team from HHD Outreach, which includes instructional designers, multimedia specialists, and design assistants. This collaboration brings together the content expertise of the faculty with the knowledge, insight, and creativity of the learning design team.

In contrast to resident instruction where faculty own intellectual property rights to course content and design, the intellectual property rights for World Campus courses belong to the University. Therefore, a course author can use content in other work but with certain limitations, such as not in an online course for another institution. Leadership in academic departments and the College's Outreach Office are responsible for the planning, management, and oversight of HHD World Campus courses and programs.

While many aspects of the course development process allow for creativity and flexibility, certain standards apply to all HHD World Campus courses. Part of what the learning design team is responsible for is to ensure that these standards are met. They take the following steps in order to maintain consistency across all courses.

### Multimedia Elements

Create and incorporate all multimedia elements to ensure that proper coding, file size, accessibility and usability align with universal design standards.

### Canvas Master Spaces

Create and maintain only one master space for each course and provide access for development or revision work with departmental approval.

### Modules as Lessons

Design all WC courses with a lesson/topical modular approach without inclusion of time-based terminology.

### Navigation

Set up courses to utilize optimal navigational flow according to instructional systems design models and theories.

### Accessibility Requirements

Adhere to all requirements, including typography, captioning, use of links, etc., for Web accessibility and accommodation requirements for students with disabilities.

### Copyright Laws

Comply with all copyright laws and university policies related to copyright matters.