RECOVERY EDUCATION NETWORK
POLICY AND PROCEDURE

COURSE DEVELOPMENT

PNP NAME	COURSE DEVELOPMENT
PNP NUMBER	UNASSIGNED
PNP EFFECTIVE DATE	JANUARY 2017
PNP NEXT REVIEW DATE:	FALL 2019
PNP APPROVED BY	PHYLLIS REDDY HALEY, M.S., CRRA, CHIEF OPERATIONS OFFICER
PNP POLICY STATEMENT	IT IS THE PNP OF THE REN TO HAVE A CLEAR AND DEFINED COURSE DEVELOPMENT PATHWAY. COURSE DEVELOPMENT WILL BE DESIGNED USING THE FOLLOWING THREE-PART PROCESS- PLANNING AND DESIGN; DEVELOPMENT AND IMPLEMENTATION; AND COURSE DELIVERY AND MANAGEMENT.
PNP PROCEDURE STATEMENT	**PART ONE- COURSE DESIGN** STAGE ONE- IDENTIFY DESIRED RESULTS STEP 1-IDENTIFYING COURSE OBJECTIVES STEP 2- GENERAL PEDAGOGICAL CONSIDERATIONS STAGE TWO- DETERMINE ACCEPTABLE EVIDENCE STEP-3 IDENTIFYING COURSE ASSESSMENT STAGE THREE- PLAN LEARNING EXPERIENCES AND INSTRUCTION STEP 4- IDENTIFYING COURSE COMPONENTS STEP 5- DESIGNING COURSE STRUCTURE STEP 6- DESIGNING INSTRUCTIONAL STRATEGIES STEP 7- LOCATING EVIDENCE BASED RESOURCES AT THE CLOSE OF PART ONE A SYLLABUS SHOULD BE DRAFTED FOR EACH COURSE. CONTINUED NEXT PAGE

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PART TWO- DEVELOPMENT AND IMPLEMENTATION

STEP 8- CONTENT PREPARATION
STEP 9- CREATING THE COURSE UNDER A COURSE MANAGEMENT SYSTEM (CMS)

STEP 10- TESTING THE COURSE AND COURSE SIGN OFF

THE COMPLETION OF PART TWO ENDS WITH THE COURSE PRODUCT.

PART THREE- COURSE DELIVERY AND MANAGEMENT

THE END STAGE OF PART THREE IS THE SUCCESSFUL TEACHING OF THE COURSE.

ALL COURSES ARE REVIEWED AND APPROVED BY THE DEAN OF EDUCATION.

POLICY AND PROCEDURE END

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