Complete, Test, and Launch

You might go through two or three rounds of rough drafts before you complete and launch your course. The first draft is what you've been putting together up to this point. You should have what is close to complete. As you continue to add pieces, present it to your team or to potential audience members. This is so you don't get far down the road only to find out you completely missed the mark. The process is iterative. Present the close to completed version to a mock audience, make final changes, then launch your course.

Lesson Objectives:

By the end of this section you will:
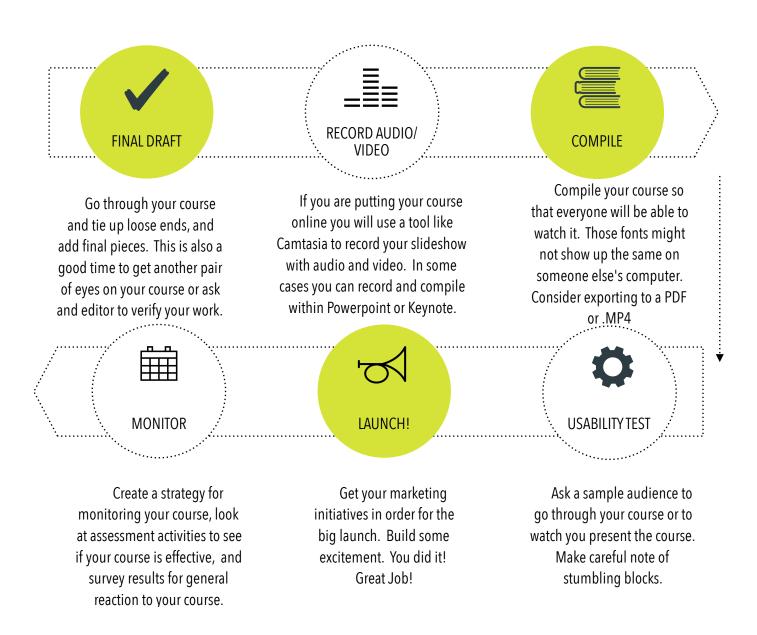
·   Revise your draft course to completion.

·   Test your course for usability.

·   Compile your course.

·   Launch your course.

·   Set up an evaluation plan.

Congratulations!

You are almost finished! But don't stop here. It's important to end well and be sure that the materials you created resonate with your audience.

Complete, Test, and Launch

FINAL DRAFT

Go through your course and tie up loose ends, and add final pieces. This is also a good time to get another pair of eyes on your course or ask and editor to verify your work.

RECORD AUDIO/VIDEO

If you are putting your course online you will use a tool like Camtasia to record your slideshow with audio and video. In some cases you can record and compile within Powerpoint or Keynote.

COMPILE

Compile your course so that everyone will be able to watch it. Those fonts might not show up the same on someone else's computer. Consider exporting to a PDF or .MP4

MONITOR

Create a strategy for monitoring your course, look at assessment activities to see if your course is effective, and survey results for general reaction to your course.

LAUNCH!

Get your marketing initiatives in order for the big launch. Build some excitement. You did it! Great Job!

USABILITY TEST

Ask a sample audience to go through your course or to watch you present the course. Make careful note of stumbling blocks.

Since this process is iterative, you are never really done, but the changes you make as a result of going through the process should be minimal. What's best is now that you understand the process you can apply it to your next project with ease.

Great job completing your first course!