



Geneva, 19th December 1997

No. 236-7**Designing Distance Learning Material**

“Designing Distance Learning Material” is a complete self-learning course. It explains, in a practical form, how to develop training material to be used in a distance-training context, independent of the specific media used for the actual delivery.

Date of publication: Available

Language: English (Spanish version available in 1998)

Format and structure: HTML

Item number:	English <i>useless</i>	Spanish <i>useless</i>
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Designing Distance Learning Material

Aims and objectives:

After working through the Course, the participants should be able to:

- (1) List the key differences between distance training and conventional, face-to-face training;
- (2) Identify the main features of effective self-instructional courses and materials;
- (3) Identify the main options for provision of support to trainees learning at a distance;
- (4) Transform conventional, classroom-based course materials into self-instructional format;
- (5) Produce a design for a distance training module in a topic of their choice, write some draft self-study material for it, specify appropriate user guidelines for trainees and support staff.

Content:

Unit 1: Planning for distance learning

- 1.1 Distance learning concepts
- 1.2 Modular training
- 1.3 Taking a decision on distance learning
- 1.4 Defining your trainee profile
- 1.5 Systematic planning of training

Unit 2: Developing self-instructional materials

- 2.1 Planning a self-instructional unit
- 2.2 Evaluating existing material
- 2.3 Writing a self-instructional unit
- 2.4 Developmental testing

Unit 3: Planning learner support

- 3.1 Support needs and roles
- 3.2 Peer support
- 3.3 Interaction in distance learning
- 3.4 Support staff

Unit 4: Preparing user guidelines

- 4.1 Guidance for distance learners
- 4.2 Guidance for tutors



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Designing Distance Learning Material

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<i>English</i>	<i>Spanish</i>	Catalogue	Member States Sector Members	LDC			
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