Contents

167

So you want to develop learning materials?		1
Objectives		2
How to use this action guide		3
What sort of materials?		9
Sai	mple pages from open learning materials	16
Stage 1-	Planning your materials	39
1a	Profile your learners	41
1b	Agree aims and objectives	49
1c	Outline the content	57
1d	Choose your media	65
1e	Plan for learner support	71
1f	Consider existing materials	77
Stage 2— Preparing for writing		85
2a	Weigh up your resources and constraints	87
2b	Sequence your ideas	93
2c	Develop activities and feedback	101
2d	Find examples	109
2e	Think graphics	117
2f	Decide on access devices	123
2g	Consider the physical format	129
Stage 3— Writing and re-writing		135
3a	Start your first draft	137
3b	Complete and edit your first draft	145
3c	Write assessment material	151
3d	Pilot and improve your materials	157
Further rea	ading	163

Index