

Student Instructional Design Competencies Chart

Competencies	Course(s) Applicable	Proficient	Somewhat Proficient	Not Proficient	Not Addressed
<u>Professional Foundations</u>					
<i>Communicate effectively in visual, oral and written form.</i>					
Create messages that accommodate learner needs and characteristics, content and objectives.	EDIT 611 EDIT 705 EDIT 732	X			
Write and edit text to produce messages that are clear, concise, and grammatically correct.	EDIT 611 EDIT 705 EDIT 732	X			
Apply principles of message design to page layout and screen design.	EDIT 526 EDIT 705 EDIT 732 EDIT 575 EDIT 772 EDIT 571 EDIT 611	X			
Create or select visuals that instruct, orient, or motivate.	EDIT 526 EDIT 705 EDIT 732 EDIT 575 EDIT 772 EDIT 571 EDIT 611	X			
Deliver presentations that effectively engage and communicate.	EDIT 526 EDIT 705 EDIT 732 EDIT 575 EDIT 772 EDIT 571 EDIT 611	X			
Use active listening skills in all situations.	EDIT 611 EDIT 705 EDIT 732	X			
Present and receive information in a manner that is appropriate for the norms and tasks of the group or team.	EDIT 705 EDIT 732	X			
Seek and share information and ideas among individuals with diverse backgrounds and roles.	EDIT573 EDIT 705 EDIT 732 EDIT 611	X			
Facilitate meetings effectively.	EDIT 611 EDIT 705 EDIT 732	X			
<i>Apply current research and theory to the practice of instructional design.</i>					
Promote, apply and disseminate the results of instructional design theory and research.	EDIT 611 EDIT 705 EDIT 732	X			
Read instructional design research, theory and practice literature.	EDIT 611 EDIT 705 EDIT 732	X			
Apply concepts, techniques and theory of other disciplines to problems of learning, instruction and instructional design.	EDIT 611 EDIT 705 EDIT 732	X			
<i>Update and improve one's skill, knowledge and attitudes pertaining to instructional design and related fields.</i>					

Competencies	Course(s) Applicable	Proficient	Somewhat Proficient	Not Proficient	Not Addressed
Apply developments in instructional design and related fields.	EDIT 611 EDIT 705 EDIT 732	X			
Acquire and apply new technology skills to instructional design practices.	EDIT 526 EDIT 705 EDIT 732 EDIT 575 EDIT 772 EDIT 571 EDIT 611	X			
Participate in professional activities.	EDIT 611 EDIT 705 EDIT 732	X			
Document one's work as a foundation for future efforts, publications or professional presentation.	EDIT 601 EDIT 732 EDIT 526	X			
Establish and maintain contacts with other professionals.	EDIT 573 EDIT 732	X			
<i>Apply fundamental research skills to instructional design projects.</i>					
Use a variety of data collection tools and procedures.	EDIT 601 EDIT 732 EDIT 526	X			
Apply appropriate research methodologies to needs assessment and evaluation.	EDIT 611 EDIT 705 EDIT 732 EDIT 526	X			
Use basic statistical techniques in needs assessment and evaluation.	EDIT 705 EDIT 732	X			
Write research and re-evaluation reports.	EDIT 705 EDIT 611 EDIT 732	X			
<i>Identify and resolve ethical and legal implications of design in the workplace.</i>					
Identify ethical and legal dimensions of instructional design practices.	n/a				x
Anticipate and respond to ethical consequences of design decisions.	n/a				x
Recognize and respect intellectual property rights of others.	n/a				x
Recognize the ethical and legal implications and consequences of instructional products.	n/a				x
Adhere to regulatory guidelines and organizational policies.	n/a				x
<i>Conduct a needs assessment.</i>					
Describe the problem and its dimensions, identifying the discrepancies between current and desired performance.	EDIT 705 EDIT 611 EDIT 732	X			
Clarify the varying perceptions of need and their implications.	EDIT 705 EDIT 611 EDIT 732	X			
Select and use appropriate needs assessment tools and techniques.	EDIT 705 EDIT 732	X			
Determine the possible causes of the problem and potential solutions.	EDIT 705 EDIT 611 EDIT 732	X			

Instructional Design Competencies Chart

Competencies	Course(s) Applicable	Proficient	Somewhat Proficient	Not Proficient	Not Addressed
Recommend and advocate non-instructional solutions when appropriate.	EDIT 705 EDIT 611 EDIT 732	X			
Complete a cost benefits analysis for recommended solutions.	n/a				X
<i>Design a curriculum or program.</i>					
Determine the scope of the curriculum or program.	n/a				X
Specify courses based upon needs assessment outcomes.	n/a				X
Sequence courses for learners and groups of learners.	n/a				X
Analyze and modify existing curricula or programs to insure adequate content coverage.	n/a				X
Modify an existing curriculum to reflect changes in society, the knowledge base, technology, and or the organization.	n/a				X
<i>Select and use a variety of techniques for determining instructional content.</i>					
Identify content requirements in accordance with needs assessment findings.	EDIT 705 EDIT 611	X			
Elicit, synthesize and validate content from subject matter experts and other sources.	EDIT 705 EDIT 611	X			
Determine the breadth and depth of intended content coverage given instructional constraints.	EDIT 705 EDIT 611	X			
Determine prerequisites given the type of subject matter, the needs of the learner and the organization.	EDIT 705 EDIT 732 EDIT 611	X			
Use appropriate techniques to analyze varying types of content.	EDIT 705 EDIT 611	X			
<i>Identify and describe target population characteristics.</i>					
Determine characteristics of the target population influencing learning and transfer.	EDIT 705 EDIT 611	X			
Analyze, evaluate and select learner profile data relevant to a particular design situation.	EDIT 705 EDIT 611	X			
<i>Analyze the characteristics of the environment.</i>					
Identify aspects of the physical and social environments that impact the delivery of instruction.	EDIT 705 EDIT 732 EDIT 611	X			
Identify environmental and cultural aspects that influence attitudes toward instructional intervention.	EDIT 705 EDIT 611 EDIT 732	X			
Identify environmental and cultural factors that influence learning, attitudes, and performance.	EDIT 705 EDIT 611 EDIT 732	X			
Identify the nature and role of varying work environments in the teaching and learning process.	EDIT 705 EDIT 611 EDIT 732	X			
Determine the extent to which organizational mission, philosophy and values influence the design, implementation and success of a project.	EDIT 705 EDIT 611 EDIT 732	X			
<i>Analyze the characteristics of existing and emerging technologies and their use in an instructional environment.</i>					

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Specify the capabilities of existing and emerging technologies to enhance motivation, visualization, interaction, simulation, and individualization.	EDIT 705 EDIT 772	EDIT 575 EDIT 611	X		
Evaluate the capacity of a given infrastructure to support selected technologies.	N/A				X
Assess the benefits of existing and emerging technologies.	EDIT 571 EDIT 772	EDIT 575 EDIT 611	X		
<i>Reflect upon the elements of a situation before finalizing design solutions and strategies.</i>					
Generate multiple solutions to a given problem situation.	EDIT 705	EDIT 732	X		
Remain open to alternative solutions until sufficient data have been collected and verified.	EDIT 705	EDIT 732	X		
Assess the consequences and implications of design decisions on the basis of prior experience, intuition and knowledge.	EDIT 705	EDIT 732	X		
Revisit selected solutions continuously and adjust as necessary.	EDIT 705		X		
Design and Development					
<i>Select, modify, or create a design and development model appropriate for a given project.</i>					
Consider multiple design and development models.	EDIT 611 EDIT 732	EDIT 705	X		
Select or create a model suitable for the project based on an analysis of model elements.	EDIT 611 EDIT 732	EDIT 705	X		
Modify the model if project parameters change.	EDIT 611 EDIT 732	EDIT 705	X		
Provide a rationale for the selected design and development model.	EDIT 611 EDIT 732	EDIT 705	X		
<i>Select and use a variety of techniques to define and sequence the instructional content and strategies.</i>					
Use appropriate techniques to identify the conditions that determine the scope of the instructional content.	EDIT 732 EDIT 611	EDIT 705	X		
Use appropriate techniques to specify and sequence instructional goals and objectives.	EDIT 732 EDIT 611	EDIT 705	X		
Select appropriate media and delivery systems.	EDIT 732 EDIT 611	EDIT 705	X		
Analyze the learning outcomes and select appropriate strategies.	EDIT 732 EDIT 611	EDIT 705	X		
Analyze the instructional context and select appropriate strategies.	EDIT 732 EDIT 611	EDIT 705	X		
Select appropriate participation and motivational strategies.	EDIT 732 EDIT 611	EDIT 705	X		

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Select and sequence assessment techniques.	EDIT 732 EDIT 611	EDIT 705 X			
Prepare a design document and circulate for review and approval.	EDIT 732 EDIT 611	EDIT 705 X			
<i>Select or modify existing instructional materials.</i>					
Identify existing instructional materials for reuse or modification consistent with instructional specifications.	N/A				X
Select materials to support the content analyses, proposed technologies, delivery methods and instructional strategies.	N/A				X
Use cost-benefit analyses to decide whether to modify, purchase or developing instructional materials.	N/A				X
Work with subject matter experts to validate material selection or modification.	N/A				X
Integrate existing instructional materials into the design.	N/A				X
<i>Develop instructional materials.</i>					
Develop materials that support the content analyses, proposed technologies, delivery methods, and instructional strategies.	EDIT 732 EDIT 611	EDIT 705 X			
Work with subject matter experts during the development process.	EDIT 705		X		
Produce instructional materials in a variety of delivery formats.	EDIT 705	EDIT 732 X			
<i>Design instruction that reflects an understanding of the diversity of learners and groups of learners.</i>					
Design instruction that accommodates different learning styles.	EDIT 732 EDIT 611	EDIT 705 EDIT 526 X			
Be sensitive to the cultural impact of instructional materials.	EDIT 526 EDIT 611	EDIT 732 EDIT 705 X			
Accommodate cultural factors that may influence learning in the design.	EDIT 526 EDIT 611	EDIT 732 EDIT 705 X			
<i>Evaluate and assess instruction and its impact.</i>					
Construct reliable and valid test items using a variety of formats.	EDIT 705		X		
Identify the processes and outcomes to be measured given the identified problem and proposed solutions.	EDIT 705	X			
Develop and implement formative evaluation plans.	EDIT 705	X			
Develop and implement summative evaluation plans.	EDIT 705	EDIT 732 X			
Develop and implement confirmative evaluation plans.	EDIT 705	EDIT 732 X			

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Determine the impact of instruction on the organization.	N/A				X
Identify and assess the sources of evaluation data.	EDIT 705	X			
Manage the evaluation process.	EDIT 705	X			
Discuss and interpret evaluation reports with stakeholders.	EDIT 705	X			
Implementation and Management					
<i>Plan and manage instructional design projects.</i>					
Establish project scope and goals.	EDIT 705 EDIT 573	X			
Use a variety of techniques to develop a project plan.	EDIT 705 EDIT 573	X			
Write project proposals.	EDIT 705 EDIT 732	X			
Develop project information systems.	N/A				X
Monitor multiple instructional design projects.	N/A				X
Allocate resources to support the project plan.	N/A				X
Select and manage internal and external consultants.	N/A				X
Monitor congruence between performance and project plans.	N/A				X
Troubleshoot project problems.	N/A				X
Debrief design team to establish lessons learned.	EDIT 705 EDIT 611	X			
<i>Promote collaboration, partnerships and relationships among the participants in a design project.</i>					
Identify how and when collaboration and partnerships should be promoted.	EDIT 732 EDIT 705	X			
Identify stakeholders and the nature of their involvement.	EDIT 526 EDIT 705 EDIT 732	X			
Identify subject matter experts to participate in the design and development process.	EDIT 705 EDIT 526 EDIT 705 EDIT 611 EDIT 575	X			
Build and promote effective relationships that may impact a design project.	EDIT 705 EDIT 732	X			
Determine how to use cross-functional teams.	EDIT 705 EDIT 732	X			

Competencies	Course(s) Applicable	Proficient	Somewhat Proficient	Not Proficient	Not Addressed
Promote and manage the interactions among team members.	EDIT 705 EDIT 611	X			
Plan for the diffusion of instructional or performance improvement products.	N/A				X
<i>Apply business skills to managing instructional design.</i>					
Link design efforts to the strategic plans of the organization.	EDIT 732 EDIT 705	X			
Establish strategic and tactical goals for the design function.	EDIT 732 EDIT 705	X			
Use a variety of techniques to establish standards of excellence.	EDIT 732 EDIT 705	X			
Develop a business case to promote the critical role of the design function.	EDIT 526 EDIT 705	X			
Recruit, retain, and develop instructional design personnel.	N/A				X
Provide financial plans and controls for the instructional design function.	N/A				X
Maintain management and stakeholder support of design function.	N/A				X
Market services and manage customer relations.	N/A				X
<i>Design instructional management systems.</i>					
Establish systems for documenting learner progress and course completion.	EDIT 705		X		
Establish systems for maintaining records and issuing reports of individual and group progress.	N/A				X
Establish systems for diagnosing individual needs and prescribing instructional alternatives.	N/A				X
<i>Provide for the effective implementation of instructional products and programs.</i>					
Use evaluation data as a guide for revision of products and programs.	N/A				X
Update instructional products and programs as required.	N/A				X
Monitor and revise the instructional delivery process as required.	N/A				X
Revise instructional products and programs to reflect changes in professional practice or policy.	N/A				X
Revise instructional products and programs to reflect changes in the organization or target population.	N/A				X
Recommend plans for organizational support of instructional programs.	N/A				X