# Course Design Communication & Strategy

- The course begins with a flipped classroom which requires learners to watch four short videos and complete a scavenger hunt and practical exercise as pre-work/prerequisite for the class portion. Learners are required to reflect in the journal included in the learner guide.

- At the beginning of the classroom portion, learners are guided to reflect on their pre-work activities, experiences, and thoughts using the ELM and their journal entries from their learner guide **(Build on Concrete Experiences–BoCE; Publish & Process; Generalize New Information).**

- Learners are then introduced to new material provided to which the instructor will use the provided PowerPoint presentation & demonstration methods.

- After presented with new information, learners will conduct a group practical exercise **(Problem Based Learning (PBL))** that allows learning from each other **(shared experiences)** and them publishing & processing the new material while learning new application techniques. After completing the PBL activity the instructor will lead students through a review of the PBL exercise while **assessing student learning**.

- After the PBL exercise and review, students will complete a **hands-on evaluation** that assesses both knowledge and skills to confirm that learning has occurred. **Learning has occurred when learners are able to produce timely, accurate, and complete reports using the information provided in the hands-on evaluation.**

- After completing the hands-on evaluation, the instructor will lead learners in an **end-of-course critique and course reflection** that allows the course designers to improve the course while learners reflect about how they will apply their knew knowledge and skills.

**UNIT Title:** DTMS Preparatory Functions – Prework

**EVENT Title:** Prework

**Estimated Time for EVENT:** 1–Hour

**EVENT**



**EVENT Description:**
• Learners are provided a tablet, Scavenger Hunt, and Practical Exercise (PE).
• Learners view the four videos while completing the Scavenger Hunt.
• Learners complete the Scavenger Hunt and the PE before attending the classroom portion.
• Learners read the learners guide.

**EVENT Deliverables:**
• Learners are introduced to the material and can recall existing schema.

**EVENT-required resources:**
• Tablet
• Scavenger Hunt Handout
• Practical Exercise Handout

**Clarifying Notes on EVENT:**
Instructor:
• This instruction needs assigned to learners after they complete the previous unit. Learners are required to complete this event before attending the in-class portion of the instruction.
• Instruct learners to read the learners guide and reflect on their pre-work tasks.
• Engage the learners to share experiences about their use of the DTMS.
• Encourage student engagement and involvement in the discussion.
• Compare and contrast similarities of the DTMS to other commonly known and used software.
• Provide learners with an overview if the iPad and the resources required to complete the Scavenger Hunt.

**EVENT primary and sub-learning objectives:**
• Learners complete the Scavenger Hunt and journal their thoughts, knowledge, skills, and techniques used for DTMS with their classmates.

**EVENT primary content points:**
This pre-work will recall previous knowledge, determine similarities, and engage learners' interaction and understanding about the DTMS.

**UNIT Title:** DTMS Preparatory Functions

**EVENT Title:** Experiential Learning Model

**Estimated Time for EVENT:** 10–Minutes

**EVENT**

**EVENT Description:**
• This event is the ice breaker where learners will reflect on the pre-work and their observations, feelings, behaviors and consequences, and description of their experience(s) during the pre-work.

**EVENT Deliverables:**
• This event will allow the instructor to evaluate the learners understanding of DTMS and their knowledge gained during the prework exercise.

**EVENT-required resources:**
• Assigned Tablet
• Completed Scavenger Hunt & PE
• Instructor Guide
• Learners Guide
• Slide Presentation (PowerPoint)
• Projector or TV
• Instructor Workstation

**Clarifying Notes on EVENT:**
Instructor:
• Engage the learners to share experiences about their completing the prework focusing on two points:

1. Ask learners to reference their learners guides and the included journal.
2. Using ELM, guide the learner's discussion about the following topics:
  • Observations for the pre-work
  • Feelings about the pre-work
  • Behaviors and consequences learned from the pre-work
  • Descriptions about their experiences

**EVENT primary and sub-learning objectives:**
• Learners discuss the Scavenger Hunt and pre-work and their thoughts, knowledge, skills, and techniques used for DTMS with their classmates.

**EVENT primary content points:**
ELM allows learners to reflect and share experiences, knowledge, and techniques with other learners while further learning from each other.

**UNIT Title:** DTMS Preparatory Functions

**EVENT Title:** Intro (New Material)

**Estimated Time for EVENT:** 20–Minutes

**EVENT**



**EVENT Description:**

Learners are introduced new material about Preparatory Functions of the Digital Training Management System

**EVENT Deliverables:**
• Learners receive a demonstration for how to manage Locations, Platoon Manager, Signature Blocks, Managing Personnel, and a User Management Overview

**EVENT-required resources:**
• Assigned Tablet
• Completed Scavenger Hunt & PE
• Instructor Guide
• Learners Guide
• Slide Presentation (PowerPoint)
• Projector or TV
• Instructor Workstation

**Clarifying Notes on EVENT:**

Instructor:
• Engage the learners to share experiences about their use of the DTMS.
• Encourage student engagement and involvement in the discussion.
• Compare and contrast similarities of the DTMS to other commonly known and used software.

**EVENT primary and sub-learning objectives:**
Learners will be able to identify the steps and processes required to input location data, platoon manager data, signature blocks, the management of personnel and user management data into DTMS.

**EVENT primary content points:**
• DTMS Location Data
• Platoon Manager Data
• Signature Blocks
• User Management
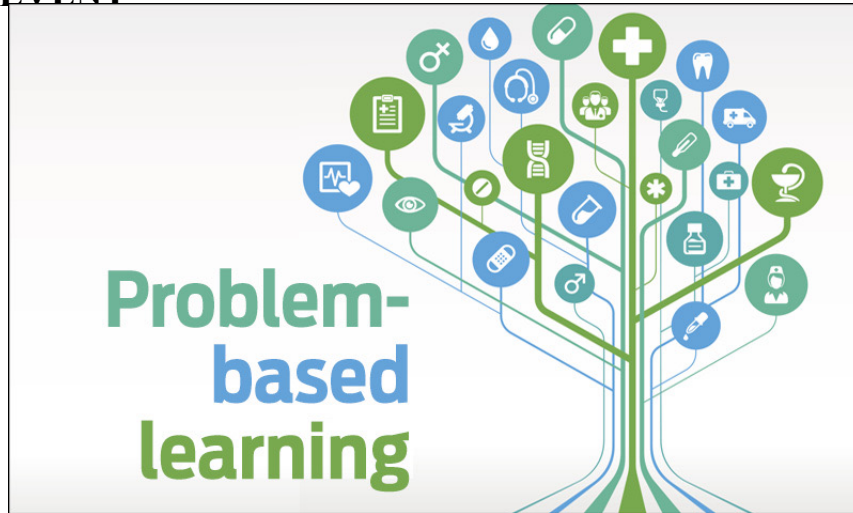• Personnel Management (Soldier Manager Menu)

**UNIT Title:** DTMS Preparatory Functions
**EVENT Title:** Problem Based Learning (PBL) – Practical Exercise          **Estimated Time for EVENT:** 30–Minutes

**EVENT**



**EVENT Description:**
• Learners are divided into groups of four
• Instructor provides learners with a Practical Exercise (PE)
• Collectively, learners complete the PE and produce the requisite report(s)
• Learners are allowed to communicate with other groups

**EVENT Deliverables:**
• Learner's work with their peers to learn several possible techniques and ways to input data into DTMS

**EVENT-required resources:**
• Assigned Tablet
• Completed Scavenger Hunt & PE
• Instructor Guide
• Learners Guide
• Slide Presentation (PowerPoint)
• Projector or TV
• Instructor Workstation

**Clarifying Notes on EVENT:**

Instructor:
• Interact with learner groups while the complete/participate in the PE
• Provide insight to facilitate learning
• Encourage learners' exploration and problem-solving

**EVENT primary and sub-learning objectives:**
• Learners enter the requisite PE data into DTMS and produce an accurate report

**EVENT primary content points:**
• DTMS Location Data
• Platoon Manager Data
• Signature Blocks
• User Management
• Personnel Management (Soldier Manager Menu)

**UNIT Title:** DTMS Preparatory Functions

**EVENT Title:** Problem Based Learning (PBL) – Practical Exercise Review     **Estimated Time for EVENT:** 10–Minutes

**EVENT**



**EVENT Description:**
• Instructor facilitates a learner-led review of the PE and the PE report data

**EVENT Deliverables:**
• Learners develop skills and knowledge they can use to operate the DTMS while adjusting and refining techniques that fail to achieve the desired results and reports in the DTMS.

**EVENT-required resources:**
• Assigned Tablet
• Completed Scavenger Hunt & PE
• Instructor Guide
• Learners Guide
• Slide Presentation (PowerPoint)
• Projector or TV
• Instructor Workstation

**Clarifying Notes on EVENT:**

Instructor:

• Guide learners to conceptualize their events and actions taken during the PE.
• Allow learners to conclude what happened during the PE, findings for why it happened, revise their theory, and analyze their experience.

**EVENT primary and sub-learning objectives:**
Learners adjust existing schema to operate DTMS and produce accurate and timely reports using the DTMS.

**EVENT primary content points:**
• Learners are presented with a correct report and compare it to their report as result of the practical exercise.
• Learners conceptualize their actions, using critical thinking, and alter their own methods used for operating the DTMS.

**UNIT Title:** DTMS Preparatory Functions

**EVENT Title:** Hands-on Evaluation

**Estimated Time for EVENT:** 30–Minutes

## EVENT



### EVENT Description:
• Learners are provided a tablet and a controlled scenario with data they will input into DTMS
• After entering the scenario data into DTMS, learners will generate a report as indicated in the scenario
• After generating the report indicating that the learner has completed the evaluation, the instructor will evaluate the report and ensure accuracy and completeness

### EVENT Deliverables:
• Learners are evaluated on their ability to input data into the correct fields within DTMS and generate complete and accurate reports

### EVENT-required resources:
• Assigned Tablet
• Instructor Guide
• Learners Guide
• Projector or TV
• Slide Presentation (PowerPoint)
• Instructor Workstation
• Hands-on Evaluation Scenario (Controlled)

### Clarifying Notes on EVENT:

Instructor:
• Engage the learners to share experiences about their use of the DTMS.
• Encourage student engagement and involvement in the discussion.
• Compare and contrast similarities of the DTMS to other commonly known and used software.
• Provide learners with an overview if the iPad and the resources required to complete the Scavenger Hunt.

### EVENT primary and sub-learning objectives:
• Learners demonstrate their knowledge and skill about the DTMS.
• Learners produce complete and accurate reports from the DTMS
• Learners demonstrate proficiency using the DTMS

### EVENT primary content points:
• Learners recall existing knowledge about DTMS
• Learners demonstrate skill using the DTMS
• Learners complete the hands-on evaluation and are confident about the DTMS

**UNIT Title:** DTMS Preparatory Functions

**EVENT Title:** Assessment and Reflection

**Estimated Time for EVENT:** 20–Minutes

**EVENT**



**EVENT Description:**
• Instructors will facilitate an open forum discussion about the knowledge, skills, and lessons learned during the course.
• Learners will provide feedback through group discussion and course critiques.
• The instructor will facilitate and open-forum discussion to solicit feedback on topics the learners choose.

**EVENT Deliverables:**
• **None**

**EVENT-required resources:**
• Assigned Tablet
• Instructor Guide
• Learners Guide
• Slide Presentation (PowerPoint)
• Projector or TV
• Instructor Workstation

**Clarifying Notes on EVENT:**

Instructor:
• Engage the learners to share experiences about their use of the DTMS.
• Encourage student engagement and involvement in the discussion.
• Allow learners to speak freely and openly for the feelings about the course
• Summarize the lesson while emphasizing key content points
• Direct learners to reflect on the skills and knowledge gained form the course
• Close the lesson

**EVENT primary and sub-learning objectives:**
• Learners reflect and analyze their learning and events
• Learners evaluate and assess their future use of the DTMS

**EVENT primary content points:**
This pre-work will recall previous knowledge, determine similarities, and engage learners' interaction and understanding about the DTMS.