

What the FFDTI Course Roadmap is Really Telling Faculty

What to Expect — and What You Can Set Aside

What You Can Expect

- **A single, supportive partner**
You'll work with one Instructional Designer who stays with your course throughout the process and helps guide each step.
- **Plenty of notice and a clear pace**
You'll be contacted about 4–6 weeks before work begins, with a predictable timeline and regular check-ins.
- **Help translating your course into an 8-week format**
Your course won't be rushed or "squeezed." You and your ID will talk through what matters most and design the course around those priorities.
- **Accessibility handled with care**
Captioning, document formatting, and accessibility checks are built into the process, so these requirements don't fall on you.
- **Time to review and reflect**
You'll see the course as it's being built and can suggest adjustments along the way.
- **Your final academic approval**
The course does not move forward until you confirm it reflects your academic standards.

What You Don't Need to Worry About

- **Becoming a technology expert**
You won't be expected to learn new tools or figure out technical details on your own.
- **Doing the build work yourself**
You are not responsible for setting up modules, fixing formatting, or uploading materials.
- **Navigating accessibility rules**
You don't need to know the regulations or how to implement them — support is provided.
- **Keeping track of deadlines or tasks**
Your Instructional Designer manages the schedule and follows up as needed.
- **Being "behind" if you haven't heard yet**
Outreach is staggered. Not being contacted yet is normal.
- **Losing control of your course**
Academic decisions — content, learning goals, assessments — remain with you.

How Much Time Will This Take?

The time commitment is designed to be **manageable** and is **spread out** over several weeks.

Here's what you can generally expect:

- **Initial conversation (about 60 minutes)**
A kickoff meeting with your Instructional Designer to talk through your course goals and existing materials.
- **Sharing materials (varies, often minimal)**
Many faculty simply share what they already use (syllabus, assignments, readings, lecture notes). If materials are already in Canvas, they can usually be reused.
- **Reviewing the course plan (about 30–60 minutes)**
You'll review and approve a clear outline of how the course will work in an 8-week format.
- **Brief check-ins and reviews (short and flexible)**
As the course is built, you'll be invited to review sections and give feedback. These reviews are typically quick and scheduled around your availability.
- **Final review and approval (about 30–45 minutes)**
A final look to confirm the course reflects your academic standards and is ready for students.

Most faculty report that the **largest time investment is upfront**, with lighter involvement as the build progresses. Your Instructional Designer works to keep meetings efficient and to minimize rework.