

Instructional Strategy Session Job Aid

The instructional strategy session has two main components: storyboarding and creating learning activities. The content outline provides the basis for both of these components. By creating storyboards, the team sequences modules and determines the appropriate instructional strategies and activities. Instructional strategy builds on delivery strategy, determines an approach for presenting content, and provides the basis for detailed learning activities.

For every hour of instruction, allow 75-90 minutes of preparation during the instructional strategy session. This includes a discussion of strategies and the creation, clean-up, and posting of storyboard panels. After a draft of the storyboard presentation is created, the team conducts a pitch and plus session. During this activity, individuals or teams present the instructional program they drew. Other team members then make suggestions, recommending certain panels be rearranged, added, or removed.

When completed, the storyboards serve as a tool for review, communication, and pitching the program with stakeholders and subject matter experts.

Storyboarding Process

- Review content outline
- Create storyboards
 - Identify course themes
 - Review the instructional strategies information included in the appendix
 - Create detailed instructional activities
- Update content outline to include learning activities and other changes

Storyboarding includes the following main purposes:

1. *Visual communication*
 - Visual images and impressions build a common understanding of the project.
2. *Collaboration*
 - Unlike a written document that is controlled by one individual at a time, storyboards allow participants to be on the same page at the same time, share artistically in the final product, and provide equal input.
3. *Instructional strategy*
 - During the storyboarding session, the team determines which instructional strategies and activities would best convey the course content. Storyboards depict these approaches in a way that is easily shared with stakeholders and others.

Storyboarding elements:

Visual: Drawings represent or suggest the learning event. This can be literal or figurative. In other words, rather than doing a drawing that shows a classroom of individuals in a debrief discussion with one another, simply place a “D” followed by a pair of men’s briefs to suggest the idea of a debrief. Remember, keep the drawing clean and easy to read, limiting detail.

Text: In the same spirit of the visual, resist the temptation to write out the script. Place just a few words in the text box, outlining the key points with text that is legible and easy to read. When the storyboards are presented, a the more complete “story” can be told.

Panels: Number the storyboard panels so they can be placed in order when removed from the board. Since the panels may be rearranged a few times, write the number in pencil.

Materials Needed:

- Storyboard Panels
- Markers—Wide Tip, Variety
- Pencils
- Scissors—If necessary
- Boards or backing to place the panels on
- Tape or pins to attach the panels
- Flipchart or an ELMO
- Sample storyboard
- Depiction or listing of instructional strategies
- Video or DVD of a storyboard to final film comparison

Storyboard suggestions / guidelines

- Keep the focus of the storyboard sharp and defined
- Communicate visually -- help others to understand ideas
- Encourage all participants to add to the storyboard, promoting collaboration
- Focus on clear visual images over text-heavy labels
- Provide a variety of markers, cards, and other resources for participants
- Pitch and plus after storyboards are developed
 - Individuals pitch presentation to others, gather ideas, and update storyboards

Tips for creating storyboards

- Use lots of color
- Use banners for key places where you are starting and stopping
- Allow time to clean up messy storyboard panels
- Keep drawings simple—even representational
- Display storyboards in an orderly fashion, row by row
- Number the panels in pencil
- Make your text clean and simple
- Use small post-its to suggest the flow of time.
- Have fun!

Time allocation for creating storyboards:

- 25% Clarification around objectives/content
- 50% Brainstorming around ideas on how to present/creation of storyboard panels
- 25% Refinement, polishing, and ordering of storyboards.

Additional instructional strategy elements:

- Determine media requirements
 - Video scripts, blocking, etc.
- Review and adopt training material standards (included in the Appendix)