

Design Document

Health and Wellness Series

Course Structure	Discussed Ideas/Takeaways
Business Purpose	CNJ Technology (fictitious company) is promoting employee health and wellness in their work environment. The company wants to bring awareness to their health and wellness program. The Wellness Committee has identified 12 topics to focus on.
Business Goal	CNJ Technology will develop a series of engaging health and wellness courses to increase employee wellness, productivity and engagement.
Target Audience	All employees
Training Time	10 minutes
Training Recommendation	<ul style="list-style-type: none">• 12 eLearning modules
Deliverables	<ul style="list-style-type: none">• Design Document• Storyboard• 12 eLearning modules<ul style="list-style-type: none">○ Developed in 7 Taps
Intended Outcomes (Learning Objectives)	<p>The overall purpose of the individual microlearning trainings is to increase awareness for the health and wellness program.</p> <ul style="list-style-type: none">○ Define different areas for health and wellness○ Evaluate your own importance for each health and wellness area
Training Outline	<ul style="list-style-type: none">• eLearning modules for Health and Wellness<ul style="list-style-type: none">○ Healthy Meals○ Exercise Programs○ Stress Management○ Health Screenings○ Financial Planning○ Work Station Environment○ Growth/Fixed Mindset○ Impostor Syndrome Mindset○ Healthy Socializing○ Sleep Management○ Gratitude○ Importance of Self Care

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Evaluation Plan	<ul style="list-style-type: none">• Department managers to survey their team on the Health and Wellness program after 3, 6, 9, and 12 months.• Department Managers will gather data on PTO used, work performance, and productivity after all modules have been implemented.• Department Managers will track and celebrate progress toward workplace and department goals.
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