

# Design Document

## Ready, Set, Fitness Kids

<i>Business Purpose</i>	All of the educators hired at Ready, Set Fitness Kids have a passion for getting children excited about living a healthy and active lifestyle! To stand behind our commitment to teach with infectious energy and positivity and to provide a comfortable and inviting environment for all our learners, new hires need to be prepared to teach in every way. Creating their teaching accounts is just the beginning but delivering a smooth and seamless class and distinguishing how to handle various situations before and during the live, online meeting is vital and an inherent part of the commitment as an educator. Every child should leave a Ready, Set, Fitness class feeling strong and confident and to that end, educators need to build a strong foundation of knowledge. This training module will provide all the details and set new hires up with best practices for a successful teaching experience.
<i>Target Audience</i>	New online educators as part of their onboarding process
<i>Training Time</i>	30 min
<i>Training Recommendation</i>	<p>This training is best presented in the following format:</p> <ul style="list-style-type: none"><li>● An e-learning course to allow flexibility for educators' schedules and varied locations<ul style="list-style-type: none"><li>○ Includes a variety of interactivity (slider, click to reveal, etc), videos, knowledge check, and final assessment</li></ul></li></ul>
<i>Deliverables</i>	<ul style="list-style-type: none"><li>● Storyboard and script</li><li>● eLearning module<ul style="list-style-type: none"><li>○ Developed in Storyline 360</li></ul></li></ul>
<i>Learning Objectives</i>	<p>By the end of the training, educators will be able to:</p> <ul style="list-style-type: none"><li>● Explain the full functionality of the OS platform.</li><li>● Distinguish the various basic functions and settings of the Zoom platform.</li></ul>
<i>Training Outline</i>	<p>1) Introduction</p> <ul style="list-style-type: none"><li>● Welcome to the course and brief statement about the purpose</li><li>● Navigation</li><li>● Learning Objectives</li><li>● About</li></ul> <p>2) Outschool Platform basics: aligns with LO 1: Explain the full functionality of the OS platform.</p> <ul style="list-style-type: none"><li>● Your Account: create, login, layout</li><li>● Class Schedules: setting up, editing, reminders(time off)</li><li>● Messaging: classroom, parents, learners, responses, Whats App</li></ul> <p>3) Zoom: aligns with LO 2: Distinguish the various basic functions and settings of the Zoom platform.</p> <ul style="list-style-type: none"><li>● Launching class: verifying correct class and learners, waiting room</li><li>● Camera and audio settings: share screen/audio, muting/unmuting</li></ul>

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	<ul style="list-style-type: none"><li>● Interactivity: games, videos</li></ul> <p>5) Intro to Assessment</p> <p>6) Summary of learning objectives</p> <p>7) Conclusion and congratulations on completing the course</p>
<i>Assessment Plan</i>	<p>1) Knowledge check after Scheduling</p> <ul style="list-style-type: none"><li>● 2 attempts allowed</li><li>● Not graded</li><li>● Review slide with correct answers shown if needed to reinforce learning back to LO#1</li></ul> <p>2) Final Quiz/Assessment:</p> <ul style="list-style-type: none"><li>● 5 graded questions aligned with learning objectives- questions will directly link to information provided in each section to recognize, identify and distinguish</li><li>● 80% to pass: must answer 4 out of 5 correct</li><li>● Each question links directly to the LOs and content throughout the course</li><li>● Multiple choice and multiple answer formats</li><li>● Unlimited attempts to retake quiz</li><li>● Opportunity to review the quiz before retry</li><li>● If passing score achieved, continue on to complete the course</li><li>● Questions will be written during the development of the eLearning course and after the storyboard and script have been fully approved.</li></ul>