

Creating Online (Content/Assignment) Modules

What is a Module?

A module is a functional division of the online portion of your blended learning course that presents content to students, outlines student work, or combines both functions in one or more pages. Modules may equate to one week's work or a different time period. You may wish to refer to your previously-created course design documents. Often, module pages begin with a student-friendly version of the learning objectives associated with the content/assignments. As noted in the earlier [Creating Course Documents](#) [pdf file; size=144kb] task, HTML is typically the most accessible file format for students, although PDF files can be made accessible to screen readers by following some set-up. Once created, HTML files have the added benefit of being easily editable by most learning management systems. Easy editability is key for online content that may be updated frequently such as online modules. (For a refresher on creating accessible web content, you may wish to refer to the [Creating Accessible Course Content](#) page on UCF's Teaching Online website.)

Depending upon the level of detail in each of your assignments' written instructions, you may wish to either incorporate the text of these assignment instructions into the relevant module, or you may prefer to incorporate a link to a separate document containing each set of instructions. Similarly, content may be presented as in-line text/multimedia, or you may choose to link to separate content files (e.g., videos, PowerPoint or comparable presentation files, pdfs, etc.).

Create Your Module

1. Open the [Module Template](#) [docx file; size=12kb]. (This template is formatted according to the Document [Formatting Guidelines](#) which you may wish to consult if you choose to create your own module draft without using this template.)
2. Decide on the layout and organization of your module (e.g., Introduction, Objectives, various appropriate topic headings, activities, assessment) in order to create the module headings. (You may wish to view the Module Example below for ideas.)
3. Write the content and include the links you have decided to add/include. For instance:
 - An introductory paragraph to the content.
 - Objectives for this module.
 - Activities and materials (PPTs, images, PDFs, web links keeping copyright and accessibility principles in mind).
 - Any additional material if appropriate. You may want to highlight a few topics or provide your perspective beyond the textbook.
 - Specific assignment details; *e.g.*, for a discussion posting provide the description of the posting, tell students when they should post by, when to go back and add a second or third post; give students questions they need to answer: Do you agree? Why or why not?
4. Follow the appropriate WebAIM instructions to convert Word documents to either [accessible HTML](#) or [accessible PDF](#). (TIP: Some content platforms (e.g., WordPress, Canvas, etc.) make it easy to copy-and-paste your content from Word into their what-you-see-is-what-you-get (WYSIWYG) interface, preserving the heading structure. You may wish to try this before converting/uploading.)

This Creating Online Modules document is part of the [Blended Learning Toolkit](#) prepared by the [University of Central Florida](#) (UCF) and the [American Association of State Colleges and Universities](#) (AASCU) with funding from the [Next Generation Learning Challenges](#) (NGLC). It is provided as an open educational resource under a [Creative Commons Attribution-NonCommercial-ShareAlike 3.0 Unported License](#).



Module Example

The following series of images depicts one approach to presenting content and assignments in a multi-page online module. (Note: You may wish to use Adobe Acrobat Reader's zoom tool to increase the size of the example.)

The image displays a sequence of four screenshots from an online module, illustrating the layout and content of a multi-page course. The screenshots are connected by arrows, showing a progression from the overall course structure to specific content and assignments.

Screenshot 1: Table of Contents for Week 2
This screenshot shows the navigation menu for Week 2, listing the following sections: 1 Objectives, 2 Introduction, 3 Activities and Assignments, 4 Conclusion, and 5 References. The 'Objectives' section is currently selected.

Screenshot 2: Objectives
This screenshot displays the 'Objectives' page for Week 2: Health Systems Analysis. The page title is 'Week 2: Health Systems Analysis. Historical Perspective of Health Systems'. The objectives listed are:
• Describe the evolution and perception of health and sickness through the history of mankind
• Explain the main events and factors that contributed to the development of the intergovernmental, multilateral, and nongovernmental international, health and development organizations of today.
• Analyze the main elements of a health care system and its determinants.
• Develop the basic ideas and elements for a framework of analysis of health care systems.
The page also includes a copyright notice: '© Copyright 2006, University of Central Florida'.

Screenshot 3: Introduction
This screenshot shows the 'Introduction' page for Week 2. The page title is 'Week 2: Health Systems Analysis. Historical Perspective of Health Systems'. The text provides an overview of the module's structure and objectives, stating: 'This module provides you with information about the main elements of a health system, with the perspective of structure, process and outcomes developed by Avedis Donabedian. You will also start understanding the determinants of a health system and how there is a need to balance them to maintain a healthy and equilateral triangle. You will be able to learn more about these elements using the power point presentation in this module. Please use the links of the power point slides to expand your understanding of the topics. You can also consult the references included in the respective section of this module.' It also mentions that students will review the historical perspective of health systems around the world and develop a framework of analysis for a health system in any country in the world.

Screenshot 4: Activities and Assignments
This screenshot displays the 'Activities and Assignments' page for Week 2. The page title is 'Week 2: Health Systems Analysis. Historical Perspective of Health Systems'. The activities listed are:
• Activity 1: Weekly Readings
• Assignment 2: Main Elements of a Health Care System (20 points)
The page provides detailed instructions for each activity, including reading assignments and a short essay assignment.

References
This screenshot shows a list of references for the module, including:
• Savage G., Chilingirian J., Powell M. (2005) *International Health Care Management*. The Netherlands: Elsevier B.V. ISBN 0-7623-1228-9. Measuring and Managing Quality in Hospitals: Lessons from the French Experiment. Review pages 247-255.
• Fried B. & Gaydos L. (2002) *World Health Systems: Challenges and Perspectives*. Chicago-Washington D.C.: AUPHA-Health Administration Press. ISBN 1-56793-182-0. (e-Book at Net Library, UCF e-Content Collection). Review Chapter 4 the USA Health care System pp. 67-82.
• Health, United States, 2006 With Chart book on Trends in the Health of Americans (2006) National Center for Health Statistics. Hyattsville, Maryland, USA.
• Wolper Laurence F. (2004) *Health Care Administration*. Boston: Jones and Bartlett Publishers. 4th Edition. ISBN 0-7637-3144-7. Chapter 1- International Health Care: A 12 Country Comparison by Grant T. Savage, Kim Sydow Campbell, Cassandra D. Ford, and Leo van der Reis. (Pp3-54) Note: Read this chapter during the next two weeks
• Tulchinsky T., & Varavikova E. (2000) *The New Public Health: An Introduction for the 21st Century*. San Diego: Academic Press. ISBN 0-12-703350-5. Chapter 1: A History of Public Health (Pp. 5-54)
• Visit the [Commonwealth Fund](#) web page and review the tables and interactive maps related to: 'Aiming Higher: Results from a State Scorecard on Health System Performance. June 13, 2007'

Conclusion
This screenshot shows the 'Conclusion' page for Week 2. The page title is 'Week 2: Health Systems Analysis. Historical Perspective of Health Systems'. The text states: 'It is important to have an historical perspective of health, disease and the evolution of the main international health organizations. These concepts will help you understand the health sector structure and dynamics in the USA and in the countries that you will analyze during this course. With the discussions and brainstorming that you conducted this week with your peers you have a better idea of the main elements that need to be included and used as a framework when analyzing health sectors in countries around the world. You are now ready to proceed to the next week's module and continue your journey learning through international health systems.'

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