

VISTA COURSE OUTLINE: USING LEARNING MODULES

Learning modules can be an effective organization tool inside Vista. This outlines a possible Vista course structure.

- Organize home page by weekly or lesson modules

Competitive and Business Intelligence

 [Week One - Introduction: Laying the Ground Rules](#)

 [Week Two - Intelligence](#)

 [Week Three - Processing & Direction](#)

 [Week Four - Collection & Storage, Pt. I](#)

 [Week Five - Collection & Storage, Pt. II](#)

 [Week Six - Collection & Storage, Pt. III](#)

 [Week Seven - Collection & Storage, Pt. IV](#)

 [Week Eight - Processing & Analysis, Pt. I](#)

 [Week Nine - Planning & Analysis, Pt. II](#)

 [Week Ten - Processing & Analysis, Pt. III](#)

 [Week Eleven - Dissemination](#)

 [Week Twelve - Ethical and Moral Issues in Competitive Intelligence](#)

 [Week Thirteen - Strategy and the Role of Competitive Intelligence](#)

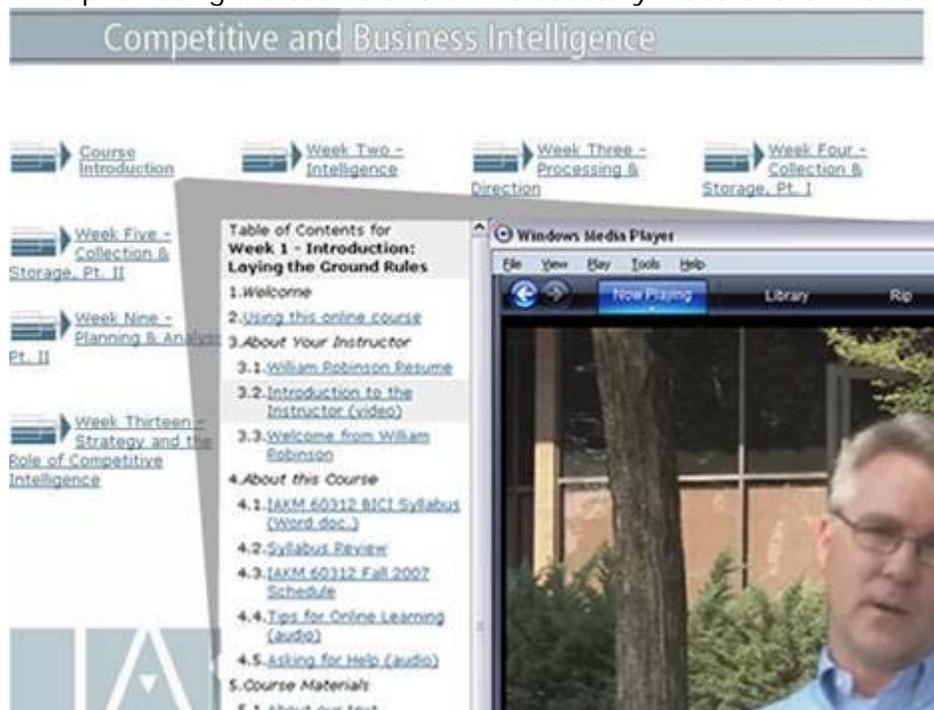
 [Week Fourteen - Counterintelligence and the Future of Intelligence Operations](#)

 [Week Fifteen - Course Wrap-up](#)



Information Architecture and Knowledge Management

- Create an introductory module that contains the syllabus, overview of course, required materials, help for using the course and an introductory video of the instructor.



EXAMPLE: INFORMATION TO INCLUDE IN INTRODUCTORY MODULE

Online teaching allows you to more easily offer information in multiple formats, such as; text, video, audio and interactive modules so that students with different learning styles can choose the best solution for their learning needs. A text transcript should be provided for all video and audio presentations. When offering content in different formats, it is important to consistently use the same formats and to give your students links to download free players to open these.

The following text and links could be included in the introductory module in your online course:

To fully enjoy the media richness of each course, we suggest you prepare by downloading the free players listed below. These same applications will be used through out the course.

Lecture presentations and interactives can be viewed with a Flash player. To download a free flash player:

http://www.adobe.com/shockwave/download/download.cgi?P1_Prod_Version=ShockwaveFI

Video will be streamed as wmv files and may be viewed with Windows Media player. To download a free wmv player: <http://www.microsoft.com/windows/windowsmedia/player/10/default.aspx>

Additional audio files will be mp3 files and may be heard with a variety of audio players including Windows Media player.

Text documents are in pdf format and may be viewed with Acrobat Reader. Download a free player: <http://www.adobe.com/products/acrobat/readstep2.html>

Because of the multimedia content available in the courses, it is strongly suggested that you have access to a **broadband (highspeed) Internet** connection.

The course management system currently being used for delivery of the course is **WebCT Vista**. Upon acceptance into the program and, you will be given a Flashline ID and password that will allow you to log into Vista at <https://vista.kent.edu>. Before logging in, click on the browser check link which will walk you through configuring your computer for using Vista.

Vista's supported systems are listed below:

Supported Operating Systems:

- Mac OS X 10.1. x
- Max OS X 10.2. x
- Microsoft Windows 98 Second Edition
- Microsoft Windows 2000
- Microsoft Windows XP
- **Supported Browsers for Windows :**

| | |
|--------------|---------------|
| Microsoft IE | 5.5 SP2, 6.0 |
| Netscape | 7.0, 7.1 |
| AOL | 8.0, 9.0 |
| Mozilla | 1.5, 1.6, 1.7 |

- **Supported Browsers for Macs :**

| | |
|--------------|------------------------------------|
| Microsoft IE | 5.1 (OS X 10.1) 5.2 (OS X 10.2) |
| Netscape | 7.0, 7.1 |
| AOL | OS X |
| Mozilla | 1.5, 1.6, 1.7 (OS X) |
| Safari | 1.2 |

- Organize each weekly/lesson module consistently throughout the course
 - Provide clear instructions to each lesson module.
 - All materials for that lesson should be contained within the module.
 - If video or audio narrated lectures are provided, also provide the PowerPoint and separate audio files for downloading.
 - Video or audio/PowerPoint lectures should be divided into modules of less than ten minutes.

The screenshot displays a presentation software interface for a course. On the left, a 'Table of Contents for Week 2 (Jan. 28 - Feb. 3)' is visible, listing sections such as 'Instructions', 'Lecture', and 'Activities'. The main area shows a slide titled 'DRCM_L2-M2-V1.0 (00:01 / 56:19)' from 'KENT STATE UNIVERSITY'. The slide content includes a list of topics: 'Document, Records & Content in Organization', 'Module 2 Objective & Scope', 'Drawing Management Systems', 'Drawing Mgmt Systems', 'Document Imaging Systems', and 'Workflow Business Process Management Systems'. The interface also features a navigation bar at the bottom with 'articulate POWERED PRESENTATION', 'SLIDE 1 OF 19', 'PAUSED', and a timer '00:01 / 00:05'.

EXAMPLE: LEARNING MODULE OUTLINE

Instructions

State the objectives for the lesson, expected level of involvement, activities, and assignments/assessments due this week with weekly points that can be achieved. Also preview upcoming assignments/assessments.

Lecture

Compiled lecture - PowerPoint with audio or video narration.

Files for Downloading

Lecture PowerPoint slides
Lecture narration in audio format

Lesson Activities

Reading Assignment
Discussion Questions
Tutorial Questions
Journal Entry
Case Study Assignment

Supplemental Activities

Supplemental Reading

Podcasts

Internet Research

Summary and Review

Include grading points available for the week, key learning points, upcoming assignments, etc.