**Course Building**

**COMPONENT CONTROL DOCUMENT**

Instructions: Use this document to track the accomplishment of specific instructional components. From your course outline, list each instructional component (and subcomponents as necessary), the tool or tools you (or responsible person) will use to create each component, and then use either check marks or dates to indicate the accomplishment of each task. Some examples are shown; highlight and delete them to use this document. Note that not every column will be appropriate for all components.

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| Course Information: | Design Members: |
| Module | Component | Component Description | Tool/Output | Responsible | Created | Tested | Uploaded | Linked |
| 1.0 |  | Learning Objectives |  |  |  |  |  |  |
| 1.1 |  | Module Guide | Dreamweaver (html) | Tom D. | 1/10 | 1/27 | 3/10 | 3/13 |
| 1.2 |  | QM standards for learning objectives | Dreamweaver (html) |  |  |  |  |  |
| 1.3 |  | Universal design presentation | PowerPoint, Camtasia, embed in html (mp4) |  |  |  |  |  |
| 1.4 | 1.4.1 | Blooms Taxonomy - Presentation | PowerPoint, Camtasia, embed in html |  |  |  |  |  |
|  | 1.4.2 | Blooms Taxonomy - Handout | Convert Word.doc to PDF, link in html (mp4) |  |  |  |  |  |
| 1.5 |  | Discussion – Groups of 5 | Blackboard |  |  |  |  |  |
| 1.6 | 1.6.1 | Assignment - Individual | Blackboard |  |  |  |  |  |
|  | 1.6.2 | Blooms Taxonomy list of action verbs | Convert Word.doc for PDF attachment |  |  |  |  |  |
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