



# INSTRUCTIONAL DESIGN CONSULTATION GUIDE

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# CONSULTATION SERVICE GUIDE

## EXPLORE STRATEGIES FOR ENGAGEMENT

01

INCREASE your teaching presence.

02

FOSTER student-to-student engagement.

03

BUILD a sense of community and collaboration.

04

FACILITATE high-enrolment courses.

## PROVIDE A LEARNER PERSPECTIVE ON COURSE NAVIGATION

01

REVIEW clarity of instructions.

02

OFFER a second pair of eyes on course structure or layout.

READY TO GET STARTED?



# CONSULTATION GUIDE *cont'd...*

## OFFER COLLEGIAL ADVICE ON YOUR NEXT COURSE OFFERING

01

How to communicate clearly what learners are expected to learn (objectives).

02

How to plan learning activities to help learners achieve your objectives.

03

Discuss appropriate assessment instruments to evaluate learning.

04

Help write clear assignment instructions and rubric criteria.

05

Suggest strategies for promoting academic integrity.

06

Adapt learning materials to offer them in various modalities .

07

Share the latest research on remote learning.

08

Analyze one of eight key areas of your course using a well-researched rubric (Quality Matters).

# MEET *the* DESIGNERS

## GET TO KNOW US



### SASHA WHITE

#### INSTRUCTIONAL DESIGNER

Sasha is a Learning and Development professional with over 15 years of experience working in the training industry for Crown corporations and private companies in the Philippines, US, and Canada. Prior

to joining the U of M in 2017, Sasha was an HR Consultant for Learning and Development at the Workers Compensation Board of Manitoba, where she was directly responsible for identifying overall training and development needs, fiscal management, and implementing learning initiatives for 500+ employees. Sasha is planning to pursue her Master of Education in Studies in Curriculum, Teaching, and Learning at the University of Manitoba in 2021.



### IWONA GNIADEK

#### INSTRUCTIONAL DESIGNER

Iwona is currently pursuing an MSc in Digital Education online with the University of Edinburgh in Scotland, UK. Iwona's academic background includes a BA in Teaching English as a Second Language and an MA in Applied Linguistics. Having taught face-to-face and online in Canada, the UK, and Poland, she

she is passionate about creating engaging learning experiences that help students achieve their goals. She strives to never stop learning and experimenting with new pedagogies and technologies to meet the demands of the education and employment futures.

# EXPECTATIONS

## WHAT YOU SHOULD KNOW

When you book a consultation via our Bookings app, you will be sent an email from the system containing a link to the meeting via Microsoft Teams. Simply click the link in the email to join the meeting at the appointed time. It is not necessary to have a Microsoft Teams account.



### RESPONSE TIME

When you book for a consultation, you should **automatically** receive a confirmation email.



### AVAILABILITY

**8:30am - 4:30pm** Monday - Friday

Please refer to our calendars on Bookings for our **available** consultation times.



### PLEASE NOTE

Consultations can be booked a minimum of **2 days** in advance and last for **1 hour**.

# READY *to get* STARTED

LET'S WORK TOGETHER

Book a one-hour, one-on-one consultation with an Instructional Designer to help you explore strategies for engagement, provide a learner perspective on course navigation, and offer collegial advice on your next course offering.

**BOOK A CONSULTATION**

Visit us online at **[mbhub.ca/contact-us/](https://mbhub.ca/contact-us/)**  
to book a consultation today.

# LET'S CONNECT

KEEP IN TOUCH



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WE LOOK FORWARD TO HEARING FROM YOU!

