

## **Instructional Design Plan**

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IDT 5000

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## Introduction

The instructional topic I will be developing an online course for is a training program for sign shop employees. The purpose of this employee onboarding training is to educate new sign shop employees about the process of making signs. The goal of the training is to provide sign shop employees with the skills and knowledge necessary to operate machinery, manage the production process from design to final product, and demonstrate safety procedures. To ensure effective learning, I will use Gagne's nine events of instruction as the basis for my instructional design plan.

## ID Plan

Objective: Identify different types of substrates

<b>Design Sequence</b>	<b>Description</b>	<b>Objective(s)</b>	<b>Time</b>	<b>Instructional Strategy</b>	<b>Media (Technology, Worksheets, etc.)</b>
Gain Attention	Pre-instructional Strategy	Identify Types of Substrates	3 min	Instructor will play a short video that showcases different signs made with different substrates like polymetal, coroplast, aluminum, and different types of vinyl capturing the learner's attention and introducing how substrates can impact sign quality and durability.	Video showing signs and different substrates
Inform Learners of Objectives	Pre-instructional Strategy	Identify Types of Substrates	1 min	Instructor will explain the objective that learners will be able to identify, name, and describe each substrate and their applications in the sign making process	Slide listing learning objective
Stimulate Recall of Prior Learning	Pre-instructional Strategy	Identify Types of Substrates	5 min	Instructor will ask learners if they are familiar with any materials used in the sign making process, like vinyl or aluminum, to make	Discussion slide with examples of materials used in other

				connections between known materials and sign substrates.	settings outside of sign making
Present Stimulus Material	Initial Presentation	Identify Types of Substrates	7 min	The instructor will present a detailed slideshow featuring images of each substrate, its name, descriptions of its properties, and examples of its application. The learners will view the slideshow and take notes on characteristics for each substrate. Instructor shows a table comparing substrates	Slideshow with images, descriptions, and examples
Provide Learner Guidance	Initial Presentation	Identify Types of Substrates	5 min	The instructor will distribute physical samples of each substrate and review each sample's characteristics and ask learners to compare and contrast by handling the materials. Learners will touch and interact with samples of substrates to deepen their learning.	Samples of vinyl, aluminum, coroplast, and polymetal
Elicit Performance	Generative Strategy	Identify Types of Substrates	5 min	The learners will complete a matching activity where they identify each sample substrate and match it to a description	Matching activity, samples of substrates
Provide Feedback	Generative Strategy	Identify Types of Substrates	5 min	Instructor will review the learner's work in the matching activity and provide specific feedback on correct identifications and correct any errors with additional explanations and examples.	Instructor provided feedback
Assess Performance	Post-Instructional	Identify Types of Substrates	5 min	Learners will complete a short quiz where they identify substrate types	Online quiz

				from images and brief descriptions to assess if the objective has been achieved.	
Enhance Retention and Transfer	Post-Instructional	Identify Types of Substrates	2 min	The instructor provides a PDF document summarizing the substrate types, characteristics, and applications, allowing learners to use it as a reference for future sign making tasks.	Job aid, PDF document, handout

Objective: Operate the vinyl cutter

<b>Design Sequence</b>	<b>Description</b>	<b>Objective(s)</b>	<b>Time</b>	<b>Instructional Strategy</b>	<b>Media (Technology, Worksheets, etc.)</b>
Gain Attention	Pre-instructional Strategy	Operate the vinyl cutter	5 min	The instructor will share a video demonstrating the vinyl cutting machine and showing how it's used in sign production.	Video showing vinyl cutter
Inform Learners of Objectives	Pre-instructional Strategy	Operate the vinyl cutter	1 min	Instructor will explain the objective, stating that learners will be able to demonstrate operating the vinyl cutter.	Slide showing the objective
Stimulate Recall of Prior Learning	Pre-instructional Strategy	Operate the vinyl cutter	4 min	The instructor will ask learners to discuss any previous experience with cutting tools or machinery like Cricut, allowing learners to connect past experience with the task of operating the vinyl cutter.	Discussion
Present Stimulus Material	Initial Presentation	Operate the vinyl cutter	7 min	The instructor will show a step by step video demonstrating how to load vinyl, set up design files in Adobe Illustrator, and safely operate the vinyl	Video demonstration

				cutter. Learners will watch the video and take notes.	
Provide Learner Guidance	Initial Presentation	Operate the vinyl cutter	7 min	Learners will complete a simulated activity guiding them through each action they would take on the vinyl cutter, allowing them to make choices that mirror the real setup. After completing the simulation, learners submit a reflection about the activity where they describe any areas of difficulty they encountered and how they would approach the task if they were performing it in person.	Simulation
Elicit Performance	Generative Strategy	Operate the vinyl cutter	5 min	Learners will practice operating the vinyl cutter under supervision. Learners will practice loading material, setting up a design in Adobe Illustrator, selecting the correct blade and pressure setting, and starting the cut process.	Vinyl cutter, adobe illustrator, hands on practice
Provide Feedback	Generative Strategy	Operate the vinyl cutter	5 min	Instructor will observe learners and provide feedback on each step.	Feedback from instructor
Assess Performance	Post-Instructional	Operate the vinyl cutter	5 min	The learners will complete an assessment by operating the vinyl cutter to perform a simple vinyl cut.	Assessment, vinyl cutter
Enhance Retention and Transfer	Post-Instructional	Operate the vinyl cutter	2 min	The instructor will provide learners with a PDF file summarizing the operation checklist for the vinyl cutter to use as a reference supporting retention.	PDF file document, job aide

## **Conclusion**

My instructional design plan for onboarding sign shop employees is set up to make sure learners receive basic knowledge and develop the skills required to succeed in the sign making industry. Using Gagne's nine events of instruction, the course engages learners from the beginning by helping them understand the objectives and how each lesson connects to their daily job tasks. The structure of my instructional design plan focuses on practical tasks and immediate feedback, so learners can immediately apply what they have learned. My plan helps with retention and long term mastery of important skills. Formative and summative evaluations will be used to track progress and gather data to make improvements to my training. The approach to my instructional design plan will ensure that new employees have the skills, confidence, and safety awareness needed to be effective in their roles. This training will be a solid foundation for ongoing learning and professional growth for both the employees and the company.