



MOOC Development Timeline

Action Item	Timeline	MITx Team
<i>Time after scoping meeting...</i>		
<input type="checkbox"/> Scoping Meeting		All
<input type="checkbox"/> Build and train course team	One to two months	All
<input type="checkbox"/> Create media production schedule	Two months	Media
<input type="checkbox"/> COURSE DESIGN <ul style="list-style-type: none"> - Determine learning strategy/pedagogy - Review existing assets for possible reuse - Create syllabus - Review assessment types - Review media options 	Two to four months	Instructional Design, Media, EdTech
<input type="checkbox"/> Begin media production	Three months	Media
<input type="checkbox"/> Begin tracking all 3 rd party content	Three months	IP
<input type="checkbox"/> Begin writing content and assessments	Three months	
<i>Time before course launch...</i>		
<input type="checkbox"/> Build sample week	Seven months	EdTechs
<input type="checkbox"/> Meet to review overall status and determine next steps	Six months	All
<input type="checkbox"/> Begin putting content into course instance	Five months	EdTechs
<input type="checkbox"/> Submit About Page form and assets	Three and a half months	PM
<input type="checkbox"/> Complete media production	Two and a half months	Media
<input type="checkbox"/> Begin clearing outstanding IP objects	Two months	IP
<input type="checkbox"/> Finalize content on platform	Two months	EdTechs
<input type="checkbox"/> Pre-Launch meeting with MITx staff <ul style="list-style-type: none"> - Review launch checklist - Finalize course team members - Discuss course moderation/management - Review learner communication plan 	Two months	All
<input type="checkbox"/> Beta test course	One month	EdTechs
<input type="checkbox"/> Finalize IP object status	Two weeks	IP
<input type="checkbox"/> Make final updates/changes to course	One week	EdTechs
<input type="checkbox"/> LAUNCH!		Yay!

We also suggest you review MITx Services Online (goo.gl/CXNAMf), which provides a breakdown of the MITx services provided and furnishes you with valuable resources that you can reference as you move through the course development process.

Note: This timeline is a recommendation only, based on our experience.