EIT Health Academy

Contents

Applicants to the Call 2025 Certification Modules commit to delivering the content they develop to the EIT Health Academy Team, to follow the process and adhere to the Gantt and Timelines, as described in this document.

EIT Health Academy Process

The following 6-step overview of the EIT Health Academy processes is designed to support the selected consortia in their creation of high-quality content for their learners.

Upon selection, consortia will be onboarded on the EIT Health Academy through the following course development process.

Course development:

- Following the best practice of instructional design, the course development involves several steps to create a well-designed and effective educational course.
- While the specific details may vary depending on context and requirements, the outline of the course development process is locked within these phases.

Step 1. Course storyboarding:

- **This involves at least one hands-on planning session during the kick-off meeting.**
- Process of visualisation course flow and final outputs.
- Helps with content organisation and creation of structure for the course.
- Helps visualising feel and look of the course.
- Supports planning of the course interactions such as how learners will interact with content, assessment, interactive exercises.
- Serves as communication tool between the subject matter experts and the instructional designers supporting the course build.
- Helps identify gaps or issues in the course content or structures at early stage of development.

Depending on type of programme, this may include one or all the following storyboarding techniques:

- Learning mapping.
- Course structure planning.
- Big picture course planning.
- Individual module planning.

Step 2. Course blueprinting:

- The next step is to plan content development and execution of the individual work packages.
- The blueprint is a working document that tracks individual action items and serves as a project management tool.
- Using Blueprint, everyone involved communicates in real time progress as well as challenges they come across.

Step 3. Course templating:

- While subject matter experts work on their individual content packages, instructional designers complete course templating.
- Process involves preparations of custom build templates, Canvas course preparation, visuals, banners, selection of recommended tools to delivers specific course requirements as well as support of the subject matter experts in the process of content creation.
- This step also includes designing of the learning activities (interactions), checkpoints, discussions and synchronous elements as needed.
- Output is approved course template(s) ready to be filled with course specific materials.

Step 4. Service Level Agreement:

- Framework document that defines the scope of service and support, between EIT Health and Partners
- Specifies objectives of the collaboration as well as stakeholders and project teams

The purpose of this agreement is to:

- Create an efficient framework for the content development process to ensure that upcoming courses are of the highest possible quality.
- Clarify the roles and responsibilities for all those involved in development process.
- Identify timelines required by the development process.
- Establish the expected number of course registrations.

- Establish the leaner journey from the EIT Health website through the EIT Health Academy and to the Innovator's Community.

Step 5. Course development:

Throughout the course development process, Partners and subject matter experts are supported in every aspect of the course creation to enhance effectiveness of the learner experience. including:

- o video creation
- o assessment building
- o creating learning activities
- o adjusting instructional methods
- Curriculum development template will be made available to ensure all content creation follows the validated learner journey from the outset.
- As content is created, it is forwarded to the Academy Team for implementation.

Step 6. Course publishing / go live:

- Course going live marks the beginning of active learning phase.
- Learners are enrolled to the Canvas course and provided instruction on how to interact with the content.

EIT Health Academy Gantt and Timelines

Actions/ steps	Date
Final Sign Off (Course Content and Assessment)	12 December 2025
Final Review (Partners)	8-12 December 2025
Video/ Interactive Media Review (Partner)	1 December – 5 December 2025
Video/ Interactive Media Editing (EIT Health Academy)	3 November – 28 November 2025
Video/ Interactive Media Recording (Partner)	1 October-31 October 2025
Course Wireframe Sign off (Partner)	1 October 2025
Course Wireframe Draft (EIT Health Academy)	15 September 2025
Course Text, Transcripts, Slides and Readings, Assessments (Partners)	1 September 2025
Course Handbook: documents and logistics (Partner)	16 July 2025
SLA Signing (All)	28 June 2025
Blueprint Sign Off (Partner)	21 June 2025
Blueprint draft (EIT Health Academy)	16 June 2025
Storyboard Sign Off (Partner)	30 May 2025
Storyboard meeting (All)	15-16 May 2025
Kick off meeting (All)	13-14 February 2025