Instructional Design Work Breakdown Structure (WBS)

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| WBS Level | Task Name | Timeline | Owner |
| 1.0 | Project Initiation | Week 1 | Project Manager/Instructional Designer |
| 1.1 | Define project scope | Week 1 | Project Manager/Instructional Designer |
| 1.2 | Identify stakeholders | Week 1 | Project Manager/Instructional Designer |
| 1.3 | Develop project charter | Week 1 | Project Manager/Instructional Designer |
| 1.4 | Set timeline and goals | Week 1 | Project Manager/Instructional Designer |
| 2.0 | Course Analysis | Week 2 | Instructional Designer |
| 2.1 | Conduct needs analysis | Week 2 | Instructional Designer |
| 2.2 | Review existing materials | Week 2 | Instructional Designer |
| 2.3 | Meet with SME | Week 2 | Instructional Designer |
| 2.4 | Write course objectives | Week 2 | Instructional Designer/Faculty |
| 3.0 | Design | Week 3 | Instructional Designer/Faculty |
| 3.1 | Create course outline | Week 3 | Instructional Designer/Faculty |
| 3.2 | Develop assessment strategy | Week 3 | Instructional Designer/Faculty |
| 3.3 | Design content layout | Week 3 | Instructional Designer |
| 3.4 | Storyboard lessons | Week 3 | Instructional Designer |
| 4.0 | Development | Weeks 4-5 | Instructional Designer |
| 4.1 | Develop content | Week 4 | Instructional Designer/Faculty |
| 4.2 | Record or produce media | Week 4 | Media Specialist/Faculty |
| 4.3 | Upload to LMS | Week 5 | Instructional Designer |
| 4.4 | Internal review and revisions | Week 5 | Instructional Designer |
| 5.0 | Implementation | Weeks 6-7 | Instructional Designer |
| 5.1 | Pilot course with users | Week 6 | Instructional Designer |
| 5.2 | Collect feedback | Week 6 | Instructional Designer |
| 5.3 | Make final adjustments | Week 7 | Instructional Designer |
| 5.4 | Launch course | Week 7 | Instructional Designer |