# Course alignment template

This template guides you through your course planning using a [backwards design approach](https://opentextbooks.concordia.ca/course-design/front-matter/introduction-to-course-design/)**.**

**Step 1:** Write your course learning outcomes in the table below. See the Teaching Academy [Learning outcomes module](https://opentextbooks.concordia.ca/course-design/part/learning-outcomes/) for more information on writing course learning outcomes.

**Step 2:** For each learning outcome, write the associated level of thinking in the assigned column. The purpose is to 1) ensure you have an appropriate distribution of levels of thinking for your course context and 2) select an appropriate assessment tool that matches the level of learning you are expecting. For more information on identifying learning levels, see the section [Levels of learning](https://opentextbooks.concordia.ca/course-design/chapter/levels-of-learning/)in the Teaching Academy [Learning outcomes module](https://opentextbooks.concordia.ca/course-design/part/learning-outcomes/).

**Step 3:** Write the assessment method(s) you will use for each learning outcome in the column *Assessment(s)*. For more information on matching assessments to learning outcomes, see the Teaching Academy section [Planning your assessment methods](https://opentextbooks.concordia.ca/course-design/chapter/planning-your-assessment-methods/)of the [Assessment planning module](https://opentextbooks.concordia.ca/course-design/part/assessment-planning/).

**Step 4:** You may use the column *Teaching resource(s)* in the Alignment table to indicate what resources are available to you as a tool for teaching towards this learning outcome. This might include pages or chapters from books, journal articles, videos, learning activities, simulations, publisher materials, etc.

## Alignment table

**Instructions:** Complete each column with the corresponding details to indicate how your assessments and teaching & learning resources align with your learning outcomes.

|  |  |  |  |
| --- | --- | --- | --- |
| **Learning outcome(s)** | **Level of learning** | **Assessment(s)** | **Teaching resource(s)** |
|  |  |  |  |
|  |  |  |  |
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**Step 5:** After completing the Teaching Academy section [Develop a balanced assessment plan](https://opentextbooks.concordia.ca/course-design/chapter/developing-a-balanced-assessment-plan/) section in the [Assessment planning module](https://opentextbooks.concordia.ca/course-design/part/assessment-planning/), list each assessment, associated learning outcomes and assigned weighting for each to create your final assessment plan for your syllabus.

## Course assessment plan

**Instructions:** List each of your assessments, the associated course learning outcome and the grade value it represents in your grading plan in the table below.

|  |  |  |
| --- | --- | --- |
| **Learning outcome(s)** | **Assessment activity** | **Weighting** |
|  |  | % |
|  |  | % |
|  |  | % |
|  |  | % |
|  |  | % |
|  |  | % |
|  |  | % |
|  | **Total** | **100%** |

Faculty and staff of Concordia University are invited to [book a consultation](https://www.concordia.ca/ctl/about/services/request-form.html) with a learning expert at the Centre for Teaching and Learning for assistance with any aspect of course planning.