

Module Redevelopment/Enhancement Report

Programme Title:

Current Module Code and Title:

Programme Leader Name:

Date Submitted:

This module is expected to be ready by: [date]

Reason: [PPR condition, agreement with the partner, school decision, etc.]

☒ **The module requires New Learning design**

Tick the type:

- ☐ Redevelopment
☐ Enhancement

1. General Module Review

Area	Has anything changed? (Yes/No)	Details of Changes Required	Action Required
Learning Objectives			e.g., Replace / Reword / Add / No change
Module Description			e.g., Add alignment with new programme aims
Intended Learning Outcomes (ILOs)			e.g., Clarify / Add / Remove / Unchanged

Module Code and Title change			
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Notes:

2. Weekly Breakdown

Please complete the table below for each week in the module.

Week	Topic Title	Topic Overview	Changes Required? (Yes/No)	Type of Change	Notes
1				☐ Minor revision ☐ Full rewrite ☐ Add resources ☐ Reorder topics	
2					
3					
4					
...					

For Each Week's Activities:

Week	Activity Number	Activity Title	Suggested Enhancement	Keep/Revise/Remove	Notes
1	A1		e.g., Add reflection prompt / Replace forum with H5P		
1	A2				
...					

For Each Week's Reading List:

Week	Is the Reading List Current? (Yes/No)	Changes Needed	Add/Replace/Remove	New e-books/ articles
1				
2				
...				

3. Assessment Review

Assessment Point	Retain as is	Minor or Major Revision	Weight change	Explanation/Notes
AP1	☐	☐	☐	e.g., Needs clearer question prompt
AP2	☐	☐	☐	e.g., Update with new real-world scenario
AP3	☐	☐	☐	e.g., Reduce length to 1500 words

Assessment Criteria and Rubrics

AP	Do the criteria need updating? (Yes/No)	Suggested Changes
AP1		e.g., Clarify expectations for analysis
AP2		
AP3		

4. Additional Notes

Use this section to flag any broader issues, cross-module inconsistencies, or dependencies with other modules.

Instructions to Programme Leaders

How to Complete the Module Redevelopment and Enhancement Report

This form is designed to capture required updates and redevelopment needs for each module. Please complete it carefully and provide as much detail as possible in the designated sections.

1. General Module Review

- Indicate whether changes are needed for **Learning Objectives**, **Module Description**, **Intended Learning Outcomes (ILOs)**, or **Module Code/Title**.
- Use the checkboxes and notes section to specify the type of change (e.g., replace, reword, add, remove, or no change).
- Be concise but specific so the Instructional Design team can action your input efficiently.

2. Weekly Breakdown

Topics

- For each week, confirm whether updates are required to the **Topic Title**, **Topic Overview**, or **weekly content**.
- If the same type of update applies across multiple weeks, you do **not** need to list them separately. Instead, you may group them as follows:
 - *Weeks 1–3: References to be updated*
 - *Weeks 4–5: No updates*
 - *Weeks 7–10: Full replacement of the reference list*
 - *Weeks 1-10: enhances with more examples*

This approach saves duplication and makes the review clearer.

Activities

- By default, all activities are assumed to require **new learning design**.
- Only indicate **exceptions** where the Programme/Partner Review (PPR) specifically requests that an activity remains unchanged or that a particular activity is altered in a certain way.
- Use the table to identify each activity (e.g., A1, A2, A3), and mark whether it should be kept, revised, or removed. Provide short notes on the enhancement needed.

Reading Lists

- For each week, confirm whether the **reading list is current**.
- Mark if changes are required (add, replace, remove), and note any new e-books or articles to be added.
- Paste the list of new books, links or references.

3. Assessment Review

- For each Assessment Point (AP1, AP2, AP3), indicate whether it should be retained, revised (minor or major), or have a weight change.
- Provide brief notes (e.g., “Update with new real-world scenario” or “Reduce length to 1500 words”).
- In the Rubrics section, specify whether criteria need updating and outline the suggested changes.

4. Additional Notes

- Use this section to highlight **cross-module dependencies, inconsistencies, or broader programme-level issues**.
- Include anything that may impact redevelopment decisions beyond the weekly or assessment structure.

Submission Guidance

- Complete the form electronically.
- Apply grouping where appropriate (e.g., Weeks 1–3 combined) to avoid unnecessary repetition.
- Ensure the **activities** section clearly signals when new learning design is required versus when PPR has specified exceptions.

- Once completed, return the document via email to the **Instructional Design team** (id-team@academic.unicaf.org) ,and **copy your school email, dean/associate dean.**