

Technology-Enhanced Activity Planning Document

This document may help you plan your creation, as well as encouraging you to estimate how much time you will need to invest.

Title:	<i>[State the title of your creation]</i>
Tool using:	<i>[Indicate what tool you plan to work with for the creation]</i>
Idea:	<i>[Briefly describe your idea for the creation and how it will address your learner challenge]</i>
Curriculum integration:	<i>[List any curriculum concepts/skills/activities that the tech creation will either include, assess or build upon]</i>

Now, identify what tasks are involved in your creation and estimate how much time it will take to complete them. It's not a commitment to a particular approach, rather a guide for you to anticipate what will be required.

Enter an 'X' in any column next to a task your creation will entail, and then predict how long it will take you to do (in hours).

[X]	Task	Est. time (in hrs)
	Generate ideas	
	Conduct research	
	Storyboard	
	Write script	
	Find graphics (don't forget to attribute!)	

	Create graphics	
	Record & edit audio	
	Record & edit video	
	Write copy (text)	
	Design website (or style web authoring tool, like Scalar or Prezi)	
	Write code	
	Identify and remedy any accessibility barriers (e.g. captioning)	
	Review for errors	
	Other:	
	Other:	
	Other:	
	Other:	