

needs assessment: client

Project	Date Issued
Client	
SME & Contact	
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Descriptor	Review the following questions and consider your answers. By preparing answers to the questions and collecting relevant materials, you can help ensure that your instructional needs are accurately addressed.

1. Describe your project and your vision for using instructional media. What efforts are currently underway? What is your understanding of how instructional media can help?
2. Which of the following term or terms best describe(s) the instructional media you want to create?

digital illustrations	webcast/live broadcast	video or audio clips
interactive module/s	digital library or collection	dvd
animation	digital photographs	multimedia presentation

3. Describe how the information is currently being conveyed.
4. What about the current information delivery method do you want to improve? What specifically do you want to change?
5. How will the media be incorporated into the classroom and into the curriculum?
6. What other instructional media are you currently using or have you used in the past? How did you find that experience?
7. What are other examples of instructional media in your field of study?
8. How would you describe a successful instructional media product? By test scores? By student feedback? Other?