

A 3-credit-hour course should be 150 in total hours. Approximately, for a 3-credit-hour 16 week course, aim for around 9.5 hours per week (this includes seat time).

Course:	Date:	Instructional Designer and/or Content Expert:											
Course Component	Quantity	Units of Measure	Frequency	# in Mod. 1	# in Mod. 2	# in Mod. 3	# in Mod. 4	# in Mod. 5	# in Mod. 6	# in Mod. 7	# in Mod. 8	# in Course	# of Total Hours
Class Participation/Lecture/Seat Hours (Face-to-Face Classes Or	75	Minutes	Per Module									0	0
Course Standard Elements (syllabus, emails, feedback, etc)	30	Minutes	Per Module									0	0
Discussion Board Activities	60	Minutes	Per Module	0	0	0	0	0	0	0	0	0	0
Devotional Activities	30	Minutes	Per Module	0	0	0	0	0	0	0	0	0	0
Instructional PowerPoint Non-Multi-Media	1	Minutes	Per Slide	0	0	0	0	0	0	0	0	0	0
Instructional Video/Instructional Audio	1	Minutes	Per Module	0	0	0	0	0	0	0	0	0	0
Quiz/ Exam/Assessment - Untimed	5	Minutes	Per Question	0	0	0	0	0	0	0	0	0	0
Quiz/Exam/Assessment - Timed	60	Minutes	Per Exam									0	0
Study time for Quiz/Exam/Assessment	60	Minutes	Per Exam per Module									0	0
Assignment: Response or Exercise Activites	60	Minutes	Per Page	0	0							0	0
Assignment: Response or Exercise Activites (more analytical)	120	Minutes	Per Page									0	0
Assignment: Problem Solving (quantitative/data)	15	Minutes	Per Item									0	0
	30	Minutes	Per Item									0	0
Assignment: Speech (10 minute Deliver & Prep) includes videos	180	Minutes	Per Speech									0	0
Assignment: Case Study Analysis (minimal drafting)	120	Minutes	Per Page									0	0
Assignment: Case Study Analysis (extensive drafting)	150	Minutes	Per Page									0	0
Assignment: Article Critique/Review (minimal drafting)	120	Minutes	Per Page									0	0
Assignment: Article Critique/Review (extensive drafting)	150	Minutes	Per Page									0	0
Assignment: Reflection Paper/Journal (no drafting)	45	Minutes	Per Page									0	0
Assignment: Reflection Paper/Journal (minimal drafting)	60	Minutes	Per Page									0	0
Assignment: Research Paper	240	Minutes (2-3 resources)	Per Page									0	0
	300	Minutes (4-6 resources)	Per Page									0	0
Assignment: Project	120	Minutes	Per Module	0	0	0	0	0	0	0	0	0	0
	180	Minutes	Per Module									0	0
	240	Minutes	Per Module									0	0
Assignment: Power Point Preparation - Non-Multi-Media	30	Minutes	Per Slide									0	0
	45	Minutes	Per Slide									0	0
	60	Minutes	Per Slide									0	0
Practicum Activity	60	Minutes	Per Module									0	0
Required Reading - to understand no new concepts. (Understanding/Reviewing)	3	Minutes	Per Page	0	0	0	0	0	0	0	0	0	0
Required Reading - to understand some new concepts. (Understanding)	4	Minutes	Per Page									0	0
Required Reading - to understand many new concepts. (Understanding)	6	Minutes	Per Page									0	0
Required Reading - to include comprehension and note taking of many new concepts to grasp. (Engagement)	12	Minutes	Per Page									0	0
												<b>Total Hours</b>	<b>0</b>

You can manually type in the totals for each Week above, if you wish to. You can also use the Weekly tab below

Please Read - [Dept. of Ed's Definition of Clock Hour & Academic Engagement](#)

**Words/Page Estimate:**

- 1 page = 250 words double-spaced, 12 point font (approximately)
- 2 pages = 500 words double-spaced, 1,000 words single-spaced (approximately)
- 1 paragraph = 125 words single-spaced (approximately)

Most calculations are based off of the rates from [Rice University's Center for Teaching Excellence](#)