

Parameters and Guidelines for Altering or Substituting Activities

- Only the method of delivery can be altered, however content must remain the same.
 - No content can be removed
 - No content can be added.
- The activity must accomplish the same objective(s) as the activity it is replacing.
 - Both the objective of the activity as well as the overall learning objectives associated with the curriculum.
- The activity must accomplish the same level of learning (See Bloom's Taxonomy)
 - Knowledge
 - Comprehension
 - Application
 - Analysis
 - Synthesis
 - Evaluation
- The activity must take the same amount of time to complete as the one it is replacing or altering.
 - This is to ensure that the remaining content can be covered in its entirety.
- Any materials that are distributed or displayed (*i.e.*, handouts, PowerPoint slides, overheads, posters, appendices, *etc.*) must be pre-approved by the Resource Center.
- Some activities cannot be altered, including:
 - Activities that build on one another throughout the training or throughout a series. (*e.g.*, Smith Family scenario in Charting the Course)
 - Any activities in curricula that specifically state that they may not be altered.
- Additional consideration should be given to the following:
 - For learning levels of application or above does the method follow the flow explain, model, practice.
 - Is it culturally inclusive/appropriate/sensitive/*etc.*
 - Does it control for all possible variables?
 - Does it oversimplify or is it too involved to the point that learning objectives may be lost?
 - If a game, is the focus more on the competition than the learning objective?
 - If a game, does the competitive nature potentially result in hard feelings?
- Although not required, trainers are encouraged to share their ideas with the Resource Center so that others can benefit.