## Deliverables by Delivery Method

The following is meant to guide decisions on deliverables for the service contract.

BCcampus and the Ministry of Education and Child Care will accept proposals for the Professional Learning Opportunities for Early Childhood Education Professionals Calls for Proposals in three delivery modes: online (both synchronous and asynchronous), hybrid, and in-person. When you submit your proposal, please select the delivery modes that apply and look below for deliverables. All online learning and online resources must meet [WCAG 2.1 accessibility standards.](https://www.w3.org/TR/WCAG21/)

Payment will be tied to deliverables based on the service contract: 50 percent on signing, 30 percent at the midpoint, and 20 percent on completion.

**All learning packages must include**

* Draft learning outcomes or competencies
* Description of the target audience

**eLearning**

If you are proposing to design and develop an online learning module or modules,the following deliverables apply:

* One or more SCORM 1.2 or 2004–compliant eLearning modules that meet the learning outcomes and needs of the target audience. Specifications include:
  + Interactivity
  + Embedded captioned videos
  + Mobile friendly
  + Low-bandwidth friendly
  + Assessment
  + Text-to-speech friendly
* Midpoint: Clear statement of learning outcomes, description of target audience, storyboard
* Completion: Fully produced and tested online module

**Synchronous (Virtual) Online Learning**

Ifyou are proposing to design and develop synchronous (i.e., same time) learning that uses a web-conferencing tool, the following deliverables apply:

* Facilitator guide with detailed lesson plan that meets the learning outcomes and needs of the target audience. Specifications include:
  + Detailed lesson plan
  + Interactive exercises
  + Formal or informal assessment
  + Electronic resources (e.g., PowerPoint slides)
  + Learner resources
* Midpoint: Clear statement of learning outcomes, description of target audience, draft lesson plan, draft assessment plan, draft electronic resources, list of suggested learner resources
* Completion: Complete lesson plan, assessments, electronic resources, learner resources

**In-Person Learning**

If you are proposing to design and develop in-person learning, the following deliverables apply:

* Facilitator guide with detailed lesson plan that meets the learning outcomes and needs of the target audience. Specifications include:
  + Interactive exercises
  + Assessment tools
  + Electronic resources (e.g., PowerPoint slides)
  + List of materials needed
* Midpoint: Clear statement of learning outcomes, description of target audience, draft lesson plan, draft assessment plan, draft electronic resources, list of suggested resources
* Completion: Complete lesson plan, assessments, electronic resources, learner resources

**Hybrid Learning**

If you are proposing to design and develop hybrid learning (i.e., combination of online and in-person learning), the following deliverables apply:

* A document that describes the hybrid design
* One or more online learning modules (same specifications as above)
* Facilitator guide (same specifications as above)
* Midpoint: Clear statement of learning outcomes, description of target audience, guide that describes hybrid design, draft lesson plan, draft assessment plan, draft electronic resources, list of suggested resources, storyboard for online learning modules
* Completion: Complete lesson plan, assessments, electronic resources, learner resources, fully produced and tested online module

**Online Learning: Redesign**

If you are proposing a redesign of one online learning module into several online learning modules or improve the design of an existing online learning, the following deliverables apply:

* Document that describes the redesign
* One or more online learning modules (same specifications as above)
* Midpoint: Clear statement of learning outcomes, description of target audience, redesign document, storyboard
* Completion: Fully produced and tested online modules

**Curriculum Redesign**

If you are proposing a redesign of an existing curriculum (e.g., one or more learning modules),the following deliverables apply:

* Document that describes the redesign
* One or more online learning modules (same specifications as above) and/or
* Facilitator guide (same specifications as above)
* Midpoint: Clear statement of learning outcomes, description of target audience, document that describes the redesign, storyboard or lesson plan if it includes in-person or virtual learning
* Completion: Complete lesson plan, assessments, electronic resources, learner resources; if applicable, a fully produced and tested online module