Prioritization

Tips for course design and delivery

Ways educators can bring awareness of the topic and incorporate development of the skill into post-secondary course design and delivery.

☑ **Discuss your approach to lecturing and designing exams** at the beginning of the course. Help students understand how they can evaluate all the information in a lecture or course and make effective decisions about what information to prioritize when they are completing assignments or studying.

☑ **Design activities throughout the course** that allow students to practice prioritization skills. For example, early in the course you might have an activity about how to prioritize reading certain parts of a journal article or chapter or prioritizing certain information in the week's content.

☑ **Give students time in class to plan their semester**, then discuss the reasoning behind their plan and highlight important aspects of course content.

☑ **Describe how you have applied prioritization strategies in the course**
For example, instructors curate content. Share your decision-making process.

☑ **Talk about prioritizing academics and other areas of life at different times**. Setting an assignment deadline on a holiday may send a message to students that academic tasks should take precedence over spending time with family or focusing on wellness.

☑ **Implement timed activities throughout the course**
Give students a specific amount of time to read a journal article. You may wish to use the Pomodoro method for this. After 25 minutes, lead a discussion about whether the task was achievable in 25 minutes and how students might prioritize certain information-rich sections of journal articles in the future.

Updated Feb. 24, 22   hiddencurriculum.ca

ecampus Ontario | **Ontario**