

教育部高等教育司推荐
国外优秀信息科学与技术系列教学用书

教学系统化设计

(第7版 影印版)

THE SYSTEMATIC DESIGN OF INSTRUCTION

(Seventh Edition)

■ Walter Dick
Lou Carey
James O. Carey



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Jiaoxue Xitonghua Sheji
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Systematic Design of Instruction, Seventh Edition

Walter Dick, Lou Carey, James O. Carey

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序

20 世纪末,以计算机和通信技术为代表的信息科学和技术对世界经济、科技、军事、教育和文化等产生了深刻影响。信息科学技术的迅速普及和应用,带动了世界范围信息产业的蓬勃发展,为许多国家带来了丰厚的回报。

进入 21 世纪,尤其随着我国加入 WTO,信息产业的国际竞争将更加激烈。我国信息产业虽然在 20 世纪末取得了迅猛发展,但与发达国家相比,甚至与印度、爱尔兰等国家相比,还有很大差距。国家信息化的发展速度和信息产业的国际竞争能力,最终都将取决于信息科学技术人才的质量和数量。引进国外信息科学和技术优秀教材,在有条件的学校推动开展英语授课或双语教学,是教育部为加快培养大批高质量的信息技术人才采取的一项重要举措。

为此,教育部要求由高等教育出版社首先开展信息科学和技术教材的引进试点工作。同时提出了两点要求,一是要高水平,二是要低价格。在高等教育出版社和信息科学技术引进教材专家组的努力下,经过比较短的时间,第一批引进的 20 多种教材已经陆续出版。这套教材出版后受到了广泛的好评,其中有不少是世界信息科学技术领域著名专家、教授的经典之作和反映信息科学技术最新进展的优秀作品,代表了目前世界信息科学技术教育的一流水平,而且价格也是最优惠的,与国内同类自编教材相当。

这项教材引进工作是在教育部高等教育司和高教社的共同组织下,由国内信息科学技术领域的专家、教授广泛参与,在对大量国外教材进行多次遴选的基础上,参考了国内和国外著名大学相关专业的课程设置进行系统引进的。其中,John Wiley 公司出版的贝尔实验室信息科学研究中心副总裁 Silberschatz 教授的经典著作《操作系统概念》,是我们经过反复谈判,做了很多努力才得以引进的。William Stallings 先生曾编写了在美国深受欢迎的信息科学技术系列教材,其中有多种教材获得过美国教材和学术著作协会颁发的计算机科学与工程教材奖,这批引进教材中就有他的两本著作。留美中国学者 Jiawei Han 先生的《数据挖掘》是该领域中具有里程碑意义的著作。由达特茅斯学院 Thomas Cormen 和麻省理工学院、哥伦比亚大学的几位学者共同编著的经典著作《算法导论》,在经历了 11 年的锤炼之后于 2001 年出版了第二版。目前任教于美国 Massachusetts 大学的 James Kurose 教授,曾在美国三所高校先后 10 次获得杰出教师或杰出教学奖,由他主编的《计算机网络》出版后,以其体系新颖、内容先进而倍受欢迎。在努力降低引进教材售价方面,高等教育出版社做了大量和细致的工作。这套引进的教材体现了权威性、系统性、先进性和经济性等特点。

教育部也希望国内和国外的出版商积极参与此项工作,共同促进中国信息技术教育和信息产业的发展。我们在与外商的谈判工作中,不仅要坚定不移地引进国外最优秀的教材,而且还要千方百计地将版权转让费降下来,要让引进教材的价格与国内自编教材相当,让广大教师和学生负担得起。中国的教育市场巨大,外国出版公司和国

内出版社要通过扩大发行数量取得效益。

在引进教材的同时，我们还应做好消化吸收，注意学习国外先进的教学思想和教学方法，提高自编教材的水平，使我们的教学和教材在内容体系上，在理论与实践的结合上，在培养学生的动手能力上能有较大的突破和创新。

目前，教育部正在全国 35 所高校推动示范性软件学院的建设和实施，这也是加快培养信息科学技术人才的重要举措之一。示范性软件学院要立足于培养具有国际竞争力的实用性软件人才，与国外知名高校或著名企业合作办学，以国内外著名 IT 企业为实践教学基地，聘请国内外知名教授和软件专家授课，还要率先使用引进教材开展教学。

我们希望通过这些举措，能在较短的时间，为我国培养一大批高质量的信息技术人才，提高我国软件人才的国际竞争力，促进我国信息产业的快速发展，加快推动国家信息化进程，进而带动整个国民经济的跨越式发展。

教育部高等教育司

前 言

在不久之前，教学还主要是由教授或者培训师完成的，他们根据自己的研究、经验和专业知识，进行讲座式教学。但是在最近的 35 年中，教学的重心明显地从专家讲座转向交互式教学。交互式教学更加重视学习的主要目的、预期的学习产出、获取知识和应用技能的环境类型以及与学科和环境相关的学生的特征。现在，设计有效的教学需要仔细、系统化地分析及描述那些交织在一起影响成功教学的因素，需要在教学开发过程中不断地进行整体评价，逐步完善教学。

一个优秀的通用的系统化教学设计过程本身就有能力通过吸收新技术、新理论、新发现和新过程而保持其先进性。例如，绩效分析和需求分析将揭示新的机构需求和新的绩效要求，因此现在这些需求和要求必须在学习中有所体现；对行为执行情境的分析和描述也会发现新的限制条件和新的技术。类似地，对当今学生的深入分析会发现一些以前未观察到的新特征，对新型教学传输方式的分析也会产生教学效果更好、成本效益更高的媒体与教学方法的组合方式。系统化教学设计模型中每个步骤所蕴涵的探究分析活动使得所做出的教学决定和教学设计是先进的、实用的、有效的。

本书简单明了地介绍了教学设计的基本知识，即分析、设计、开发和形成性评价教学所要用到的概念和过程。为了帮助读者更好地学习，本教材做了一些精心设计。章节按照教学设计过程的步骤进行组织，为了方便理解，其内容又分为(1)目标、(2)背景、(3)概念、(4)例题、(5)案例、(6)小结、(7)练习和(8)答案。每章讲述教学设计模型的一个步骤，并介绍其大量学术和商业应用研究背景。所选的教学设计例题，能够帮助读者将现代理论概念与实际应用结合起来，每章的评价标准以及练习题可作为将理论应用于现实生活的一种工具。最后本书参考文献部分内容可供读者进一步深入学习和理解教学设计过程中的每个概念。

掌握本书所介绍的教学设计的思想和技能，无疑会改变读者开发教学的方式。这不是一本需要阅读和记忆的教材，而是一本使读者有能力开发出有效教学方法的教科书。读者将学到一套系统化的、思维缜密、基于探究的方法，采用这套方法可以确保读者所设计出来的教学方法能够成功应用。然而，为了让读者的学习更有成效，我们建议从所熟悉的学科或工作中选取一个相对小的教学目标，然后应用每章所学教学模型的建模步骤来设计并实现读者的教学目标。换句话说，这是一本边学边做的教材，它将有助于读者将所学的教学设计模型有机整合到自己的教学设计实践活动中。

此次修订，我们保留了以往版本中对读者来说很重要的一些功能，并增加了一些新观点、新功能，以使本书能够跟上学科发展。这些改动和新功能包括：

- 更新了参考文献和推荐阅读清单
- 更加关注学习和便携式数字设备
- 更加关注学习迁移与新技能应用场景之间的关系
- 通过对一个贯穿全书的案例的系列分析，应用教学设计概念，解释教学设计模

型步骤

• 除了每章所包含的案例之外，在附录中还提供了一个关于学校作文教学的完整案例，详细提供了模型中每个步骤所设计的产品和开发活动

• 提供了一个在建构学习环境下利用案例研究进行认知教学设计的计划

• 提供网络版教师手册，内容包括：

■ 一份10周的教学计划和一份15周的教学计划

■ 教学设计模型每个步骤的教学目的和教学目标

■ 教学准备材料

■ 为模型的每个步骤提供了教学目的分析

■ 为模型的每个步骤提供了评价教学设计和所开发产品的评价标准

■ 新增加的一个案例研究

■ 测试每章所授概念和技能的测验卷

■ 与每章内容相关的教学设计领域中的重要网上资源清单

■ 教学设计领域重要的学术组织和期刊清单

以下老师参加了本书的审阅工作，在此表示由衷地感谢：Brian Beatty (San Francisco State University)，Celina Byers (Bloomsburg University)，Kendall Hartley (University of Nevada, Las Vegas)，Jane B. Hutchison (William Paterson University)，Catherine McCartney (Bemidji State University)，Virginia McGinnis (Edinboro University of Pennsylvania)。

建设性反馈一直是系统化教学设计的重要组成部分，本书作者诚挚地欢迎各位读者就本书如何更好地满足你们的需求，在哪些方面应该进行怎样的修订，提出宝贵的意见。请将建议用电子邮件方式直接发送给作者。

Walter Dick

wdick@ penn. com

Lou Carey

carey@ tempest. coedu. usf. edu

James O. Carey

jcarey@ cas. usf. edu

写给教师

我们很愿意和大家分享使用本书进行教学的一些体会。作为教师,必须要做的第一个决定是确定课程的教学目的。在所有的教学设计活动中,教学目的的本质会影响教学策略和评价方式。

教学目的可以表述为语言信息类能力(如列出、说出或回想出教学设计过程的不同方面),也可以表述为智慧技能类能力(如运用教学设计过程创设教学),我们称前者为知识方式,后者为产出方式。

当课程的目的是获得知识时,教材充当信息源的角色。教师的作用就是要讲解书中的原理,举例解释并评价学生掌握知识的情况。本书很适合这种类型的教学,学生可以用所提供的教学设计模型来理解教育领域的核心概念。诸如“绩效目标”、“形成性评价”这样的概念可以通过对教学的总体设计、传递和评价过程的全面学习而得到更好的理解和认识。

用产出方式教授教学设计,则要求学生不仅要知道如何设计教学,还要会开发教学材料。我们认为采用这种方式教授教学设计是最成功的。以作者的经验,学生通过实际开发教学可以学到更多的东西,在学生考虑诸如需要多少道考试题、用什么类型的练习题最合适时,书本上那些看起来很学术的概念就变得很真实了。随着学生们通过完成每次作业逐渐形成了其所选择内容领域的一个教学设计,其学习的积极性和投入度也会日渐高涨。等到进入一对一形成性评价阶段时,学生们往往会充满热情地观察别人使用其所开发的教学材料进行学习的情况。我们相信用产出方式来教授教学设计会给学生带来最大程度的、长期的回报。

教学策略

作为老师,要做的第二个决定就是要确定在教授教学设计时应该采用什么样的教学策略。首先是确定教学内容的顺序。本书是按照设计教学的典型过程依次介绍模型的组成部分的。如果采用知识方式讲授,那么模型中的各个部分可以按照本书的顺序来呈现,但是如果教学采用的是产出方式,那么模型组成部分的顺序和所采用的教学策略就可能完全不同。

一种可能的教学顺序是让学生先学习模型的某个组成部分,然后完成与该部分有关的开发作业。例如,当学生阅读了“教学目的”一章后,学生就为他们这学期打算要完成的教学材料写出教学目的。然后,在学完教学分析过程后,学生们为他们选定的教学目的做教学分析。这种“阅读-开发-阅读-开发”的学习过程将一直持续到学完整个模型。尽管这个方法看起来很合理,但是学生们还是会批评说,如果他们能够在开发教学材料的初期就具备在模型结束时对模型成分的认识,他们的做法将会大不相同。许多学生还指出,在承担开发某个内容的教学之前,他们还需要更多的有关教学设计过程的知识。

产出方式教学的另外一种教学策略被称为“分簇法”策略。在一个学期的课程中,

学生先每周按顺序阅读几章，几周后学生确定他们的教学目的，完成第一阶段的分析，即目的分析。这一阶段的成果可以表明学生是否理解了他们要教什么，教师也可以及时帮助遇到问题的学生。

学生递交的第一份报告包括教学目的陈述、目的分析、次要技能分析、学生和环境分析(作者所采用的评分表见表1)。在对这个报告进行评判时，学生继续学习教学目标、教学考核和教学策略，这些内容随后成为第二份报告的主要构成。我们课程的学生通常采用插图或简单媒体来传递所设计的教学。他们学习如何开发这样的材料，然后按照他们选择的教学策略编写教学材料。我们还尝试过与另外一门课“计算机辅助教学”/“网上教学”联合起来讲授教学设计，同时上这两门课程的学生就会转而使用计算机或因特网来呈现他们的教学。

在学生编写教学材料时，课堂时间可用于学习形成性评价，学生要尽可能早地开始对所设计的教学材料进行一对一评价。我们要求学生要做3个一对一评价和一个至少有8个学生的小组评价，但不要求他们做实地试验，因为学期时间不够用(参见表2)。我们坚持认为学生应该完成形成性评价的前两个阶段。他们的第三个报告，也是最后一份报告要包括他们所完成的教学材料和形成性评价结果。

表1 分值比例报告

报告1	点 数	分 值
1. 目的陈述	5	—
2. 目的分析	10	—
3. 子技能分析	10	—
4. 所确定的入门技能	3	—
5. 学生访谈记录	3	—
6. 对学生的概要描述	2	—
7. 应用环境描述，对教学的影响	3	—
总分	36	—
报告2	点数	分值
1. 自报告1提交后所做出的修改说明	0	—
2. 附：修改后的教学分析和目的陈述	0	—
3. 绩效目标	10	—
4. 测试每个目标的考试样题	8	—
5. 教学顺序说明	2	—
6. 教学导入活动说明	2	—
7. 每个具体目标的信息/范例	10	—
8. 每个具体目标的练习题/参考答案	10	—
9. 教授终点目标的教学策略说明	2	—
10. 学生分组策略和媒体选择说明	2	—
11. 附：教学中将使用的前测和后测试卷	4	—
总分	50	—
报告3	点数	分值
1. 自报告2提交后所做出的修改说明	0	—
2. 附：教学分析和报告2	0	—

续表

报告 3	点数	分值
3. 用于一对一评价的学生、材料和过程说明	5	—
4. 一对一评价结果及所做的修改说明	10	—
5. 附：用于小组评价的教学材料和评价表	20	—
6. 参加小组评价学生的特征描述	3	—
7. 小组评价中用到的所有材料和仪器说明	3	—
8. 小组评价过程描述	5	—
9. 小组评价所收集的数据呈现	12	—
10. 小组评价数据分析	10	—
11. 说明对教学和评价所做出的修改	12	—
总分	80	—

表 2 一学期课时安排样例

课时	上课内容	作业
1	课程介绍	
2	需求分析和目的分析	第 1~3 章
3	子技能分析和入门技能	第 4 章
4	学生和环境分析	第 5 章
5	教学目标和教学考核	第 6、7 章 交第一份报告
6	开发教学策略	第 8 章
7	开发教学材料	第 9 章
8	形成性评价过程	第 10 章
9	答疑	开始编写教学材料 交第二份报告
10	修改教学	第 11 章 完成教学材料
11	项目讨论	一对一形成性评价
12	答疑	小组形成性评价
13	答疑(可选)	写第 3 份报告
14	总结性评价 学生对教学设计项目反思	第 12 章 交第 3 份报告
15	课程总结 返回第 3 份报告	

课堂活动

是用知识方式还是用产出方式来教授教学设计，对于课程管理策略，特别是课时

安排会有很大的影响。如果采用知识方式教学,那么课程的重心就是每章开始部分列出的知识目标,课堂活动的节奏就可以适当放慢,以便有足够的时间来讨论与分析例题,做练习,对答案。如果能够要求学生自己举例,学生掌握概念的效果会更好。

如果采用的是产出方式教学,教师就必须严格控制每周进度,以保证学生有充足的时间做形成性评价。我们和一些使用这本教材的其他学校的学生聊过,他们碰到的最大的问题就是控制教学进度以保证最后有时间做形成性评价。

当我们采用产出方式进行教学时,不仅会安排几次讲座串讲重要的概念和思想,也会安排一些课堂讨论活动。一学期中还会安排几次小组研讨活动,3~4名学生一组,互相审核与评价彼此的工作成果。因为大多数教学设计师毕业后都会以小组方式工作,所以这种学习方式对他们来说也是一种很好的锻炼。

学生作品评价

我们要求学生一学期要写几份报告,以记录他们进行系统化教学设计的过程。我们根据学生们的这些报告和他们所开发的教学材料打分。表1列出了这些报告的主要内容及分值安排(各分值是主观确定的,第3个报告的分值近似于前两个报告分值之和)。这种分值分布是根据报告中所体现的工作量按比例分配的,有助于激励学生在课程学习过程中始终保持学习热情(比如,根据最后一份报告的水平,可以弥补早期的不佳表现,也可能因为后期不努力而拉低原先的高分)。

对于教师来说,分值表报告清楚地列出了每份报告文档中应该包含的内容,以及每部分内容的分值权重。如果一个学生报告的某部分完全满足要求,这部分就应该得满分;如果只是部分满足要求,就要扣一些分;如果报告缺少这部分内容,这部分就不得分。

使用教师手册

配合本版教材,我们提供了一个强大的新工具以支持师生的教与学过程,这就是在线的教师手册。这本手册按章节为Dick和Carey模型中的每个步骤提供了多种学习支持,本身就是教学设计实践的产物。

教学导入活动

- 图示说明该设计/开发步骤在模型中的位置
- 该设计/开发步骤的教学目标陈述
- 说明该设计/开发步骤与教学设计工作者的关系
- 说明执行该设计/开发步骤需要什么

伴随例题呈现的内容

- 对所选择的子技能的目的分析图,用图表示出该设计/开发步骤中要学习的技能
- 一个银行业务的完整案例分析
- 一个供师生用来评价该设计/开发步骤产出的评价标准

学生参与

- 一个带答案的小测验，用于练习与该设计/开发步骤有关的信息和概念
- 一个带答案的小测验，用于练习与该设计/开发步骤有关的知识和技能

为了向学习教学设计的学生介绍本专业的文化，教师手册还包含了指向本领域重要学术组织和学术期刊的链接，以及本领域中重要网站资源的链接。这些链接按照章节结构组织，可以方便地作为课程教学中的补充阅读材料。

作者希望教师手册能够成为教师在教学过程使用的新工具。教师手册对于那些通过远程方式教授教学设计的读者来说，尤其有价值，因为它提供了一些通常在面授教学中才能得到的学习指导。作者欢迎各位就教师手册提出意见和建议，以及你在使用本书教授教学设计概念和开展教学设计实践中的体会。

PREFACE

Not so many years ago, instruction was typically created by professors or trainers who simply developed and delivered lectures based on their research, experience, and expertise. Over the past thirty-five years, instructional emphasis has shifted dramatically from expert lectures to interactive instruction. This instruction focuses on the main purposes for and anticipated outcomes of the learning, the nature of the environment where acquired knowledge and skills would be used, and the particular characteristics of the learners in relation to the discipline and environment. Effective instruction today requires careful and systematic analysis and description of the intertwined elements that affect successful learning; it requires integral evaluation and refinement throughout the creative process.

The elegance of a generic systematic instructional design process is its inherent ability to remain current by accommodating emerging technologies, theories, discoveries, or procedures. For example, performance analysis and needs assessment will reveal new institutional needs and new performance requirements that must now be accommodated in the instruction; analysis and description of the performance context will uncover novel constraints and new technologies. Likewise, thoughtful analysis of present learners will disclose characteristics not previously observed, and analysis of new instructional delivery options will enable more efficient and cost-effective combinations of media and teaching/learning methods. The inquiry and analysis phases inherent in each step of a systematic instructional model help to ensure the resulting decisions and designs are current, practical, and effective.

The Systematic Design of Instruction simply and clearly introduces you to the fundamentals of instructional design, namely the concepts and procedures for analyzing, designing, developing, and formatively evaluating instruction. The text is designed to aid your learning in several ways. The intuitive chapter organization explains each step in the design process through easily understandable sections including (1) Objectives, (2) Background, (3) Concepts, (4) Examples, (5) Case Study, (6) Summary, (7) Practice, and (8) Feedback. Every chapter leads you through a step of the design model, presenting background research that is carefully illustrated with a wide range of academic and business applications. The contemporary design examples also help you link current theoretical concepts to practical applications. Sample rubrics and exercises provide tools you can use when designing instruction to connect theory to your own real-life applications. Finally, annotated references direct you to resources that help amplify and reinforce each concept in the instructional design process.

Acquiring the instructional design ideas and skills presented here will undoubtedly change the way you approach creating instruction. This is not a textbook to be read and memorized. It is a textbook to be used in order for you to be able to create effective instruction. You will learn a systematic, thoughtful, inquiry-based approach to creation that helps ensure the success of those who use your instruction. For your learning to be most effective, however, we suggest that you choose a relatively small instructional goal in your own discipline and context, and then as you study each chapter, apply the steps in the model to designing instruction for your personal goal. In other words, this is a learn-by-doing textbook. This will help ensure that you can make the instructional design model from this learning experience an integral part of your own instructional design practices.

In this new edition we have retained the features that seem most important to readers of the previous editions and we have added new perspectives and features that keep the text current within the discipline, including:

- Updated references and recommended readings with annotations
- Additional attention to learning and portable digital devices
- Additional attention to the relationship between transfer of learning and the context in which new skills will be used
- Application of instructional design concepts through a serial case study example carried through the steps of the design model in each chapter of the book
- A complete case study in the Appendixes (in addition to the one contained in the chapters) that details the products of design and development activities for each step in the model for a school curriculum goal on writing composition.
- A plan with case study examples for using constructivist learning environments in cognitive instructional design
- An online Instructors' Manual that contains:
 - Course management plans for ten-week and fifteen-week terms
 - Goals and objectives for each step in the model
 - Illustrations of preinstructional materials
 - Goal analyses for each step in the model
 - Rubrics for evaluating instructional design and development products for each step in the model
- An additional case study
- Concept quizzes and application quizzes for each chapter of the text
- An annotated listing of important web resources in the field of instructional design that support each chapter of the text
- A listing of important organizations and journals in the field of instructional design

For reviewing the seventh edition of *The Systematic Design of Instruction*, we would like to thank Brian Beatty, San Francisco State University; Celina Byers, Bloomsburg University; Kendall Hartley, University of Nevada, Las Vegas; Jane B. Hutchison, William Paterson University; Catherine McCartney, Bemidji State University; and Virginia McGinnis, Edinboro University of Pennsylvania. In the spirit of constructive feedback, always an important component of the systematic design process, the authors welcome reactions from readers about ways in which the text may be strengthened to better meet their needs. Please send comments to the authors at the following e-mail addresses.

Walter Dick	wdick@penn.com
Lou Carey	carey@tempest.coedu.usf.edu
James O. Carey	jcarey@cas.usf.edu

TO THE INSTRUCTOR

We would like to share some of our experiences in teaching with this text. The fundamental decision that must be made by the instructor is to identify the instructional goal for the course. As in any instructional design effort, the nature of the goal will drive the instructional strategy and the evaluation.

The instructional goal can be expressed either as verbal information (i.e., list, describe, or recall various aspects of the instructional design process) or as an intellectual skill (i.e., apply the instructional design process in the creation of instruction). We refer to the first approach as the *knowledge approach* and the latter as the *product approach*.

When knowledge is the course goal, the text serves as a source of information. The role of the instructor is to amplify the principles presented in the materials, to provide examples, and to evaluate students' acquisition of the knowledge. *The Systematic Design of Instruction* is well suited to this type of instruction. It provides students with an instructional design model they can use to understand major concepts in the field of education. Ideas such as performance objectives and formative evaluation can be presented and understood in terms of the overall design, delivery, and evaluation of instruction.

The product approach to teaching instructional design requires that students not only know about designing instruction but also develop instructional materials. It is this approach that we personally have found to be most successful in teaching instructional design. From our experience, students learn more through actually developing instruction. Concepts that appear to be academic in the text become very real to students as they grapple with such decisions as how many test items they need or what kind of practice exercises to use. The personal motivation and involvement of students also tend to increase with each succeeding assignment as they begin to produce instruction in their own content areas. When students reach the one-to-one formative evaluation stage, they often become quite enthusiastic about observing learners as they interact with, and learn from, the materials the students have created. We believe that the product approach to teaching instructional design provides the greatest long-term return for students.

Instructional Strategy

The second major decision you, the instructor, must make in teaching instructional design is the instructional strategy you will use. First is the issue of the sequence of topics. The text presents the model components in the sequence typically followed when designing instruction. If the knowledge approach to the course is used, then it is likely that the components in the model will be presented as they appear in the text. If the product approach is used, then the component sequence and resulting instructional strategy may be different.

One possibility is to have students learn about a component in the model and then complete the developmental assignment related to that component. For example, after students read the chapter on instructional goals, they develop a goal for the instruction they plan to write. Then, after reading about instructional analysis procedures, they do an instructional analysis for their selected goal. This read-develop,

read-develop process continues until they complete the model. Even though this approach seems quite rational, students have commented that they would have done things very differently in the beginning of the development of their instructional materials if they had been knowledgeable about the components at the end of the model. Many students also have indicated that they needed more knowledge about the design process before making a significant commitment to developing instruction for a particular topic.

An alternative strategy for the product approach to teaching the class is best described as a cluster approach. In a semester course the students read several chapters in sequence each week. After several weeks, they identify their instructional goal and complete the first stage of analysis, the goal analysis. This demonstrates that they understand what they are going to teach, and the instructor can quickly work with students who are having trouble.

The first report submitted by the students includes their goal statement, goal analysis, subordinate skills analysis, and learner and context analysis. (Our evaluation sheets are shown in Table 1.) While the reports are being graded, students continue with their study of objectives, assessments, and instructional strategies. These then become the major contents of the second report. The students in our courses typically use illustrated text or simple media for the delivery mechanism for their instruction. They learn about developing materials and begin to write their instruction according to their instructional strategy. We have also taught instructional design in conjunction with a second course in computer-based and/or web-based instruction. The students who take both courses convert and present their instruction via computer and/or web.

While the students are writing their instruction, class time is spent learning about formative evaluation, and they begin as soon as possible to conduct their one-to-one evaluations. We require students to do three one-to-ones and use a small group with

table

Report Rating Scales

1

Report 1	Points	Score
1. Goal statement	5	_____
2. Goal analysis	10	_____
3. Subskills analysis	10	_____
4. Identification of entry behaviors	3	_____
5. Description of learner interview	3	_____
6. General description of learners	2	_____
7. Description of performance context, implications for instruction	3	_____
Total	36	_____

Report 2	Points	Score
1. Comments on revisions made since Report 1	0	_____
2. Attach copy of revised instructional analysis and goal statement	0	_____
3. Performance objectives	10	_____
4. Sample assessments for each objective	8	_____
5. Describe instructional sequence	2	_____
6. Describe preinstructional activities	2	_____
7. Information/example for each objective	10	_____
8. Practice/feedback for each objective	10	_____
9. Describe strategy for teaching terminal objective	2	_____
10. Describe student groupings and media selections	2	_____
11. Attach copies of pre- and posttests that will be used with the instruction	4	_____
Total	50	_____

table

Continued

1

Report 3		Points	Score
1. Comments on revisions made since Report 2		0	_____
2. Attach copy of instructional analysis and Report 2		0	_____
3. Describe learners, materials, and procedures used in one to ones		5	_____
4. Describe results of one to ones, revisions		10	_____
5. Enclose copy of instructional materials and assessments used in small-group evaluation		20	_____
6. Describe characteristics of small-group learners		3	_____
7. Describe all the materials and instruments used in the small-group evaluation		3	_____
8. Describe the procedures in small-group evaluation		5	_____
9. Present the data from small-group evaluation		12	_____
10. Discuss the small-group data		10	_____
11. Describe revisions to instruction and assessment		12	_____
Total		80	_____

table

Sample Semester Schedule

2

Class Session	Class Topic	Assignments Due
1	Course introduction	
2	Needs assessment and goal analysis	Chapters 1-3
3	Subskills analysis and entry skills	Chapter 4
4	Learner and context analyses	Chapter 5
5	Objectives and assessments	Chapters 6-7 Report 1 due
6	Developing an instructional strategy	Chapter 8
7	Developing instructional materials	Chapter 9
8	Formative evaluation procedures	Chapter 10
9	Consulting session with students	Begin writing instruction Report 2 due
10	Revising instruction	Chapter 11 Finish writing instruction
11	Discussion of projects	One-to-one formative evaluation
12	Consulting session with students	Small-group evaluation
13	Optional consulting session	Write report 3
14	Summative evaluation	Chapter 12
	Students' reflections on ID project	Report 3 due
15	Course summary	
	Report 3 returned	

at least eight learners. We do not require them to conduct the field trial phase—there just is not enough time in the semester. (See Table 2 for our semester schedule for the course.) We are insistent that students complete the first two phases of the formative evaluation process. Their third and final report consists of their instruction and their formative evaluation.

Classroom Activities

The selection of the knowledge or product approach to instruction has significant implications for course management strategies and, particularly, for the use of class time. If the knowledge approach is chosen, then the course will focus primarily on the knowledge objectives that are stated at the beginning of each chapter in the text. The pace of classroom activities can be slow enough to allow for discussion time and the