

### Instructional Design Process Flowchart

**ACRONYMS**  
 ID: Instructional Designer  
 LMS: Learning Management System  
 OCDR: Online Course Development Request  
 QA: Quality Assurance  
 SME: Subject Matter Expert

**SYMBOLS**

- Start/Stop (Oval)
- Decision (Diamond)
- Manual Input (Parallelogram)
- Action Step (Rounded Rectangle)
- Document (Rectangle with wavy bottom)
- Delay (Oval with wavy bottom)

**TIMELINE**

- 3 Terms Prior to Delivery (Yellow background)
- 2 Terms Prior to Delivery (Grey background)
- 1 Term Prior to Delivery (Yellow background)

