

SUPRA-BADGE:	Professional Foundations in LDT
SUB-BADGE:	ID Professional Communicator
CHALLENGE:	Write and edit messages that are clear, concise, and grammatically correct.
ARTIFACT:	EDCI 51300 Creating Job aid and other instructional materials.
CRITERIA:	Criteria for successful completion of this challenge: Evidence must demonstrate the conveying ideas in writing using effective techniques and formats suited to help the reader best understand; composes clear, concise and complete messages. Reflection must address: How your evidence meets the criteria listed above and any tools or methods you used to compose your communications. <i>Examples:</i> Documents, emails, Job Aids, and/ or instructions (design, performance, workplace, educational, or other) that includes but not limited to bullet points, tables, creation of job aids or other instructional materials (EDCI 588, EDCI 572, EDCI 591 Using Articulate).

Reflection

I. Competency and Artifact Identification

The competency for this challenge is the ability to write and edit messages that are clear, concise, and grammatically correct, which is part of the *ID Professional Communicator* sub-badge. The artifact I chose is my job aid assignment on the **Gerlach and Ely Design Model** from *EDCI 51300*. We were asked to create a job aid in the form of a horoscope of the assigned learning theory. We were also asked to develop/ choose an icon or image suitable for the learning model. This artifact connects to the competency because the assignment required me to clearly explain each step of the model and show how it can be applied in practice. Communicating a design framework effectively meant that my writing needed to be well-organized, accurate, and easy to follow.

II. Description of How the Artifact Supports the Competency

Clear writing is very important in instructional design since we often explain complex concepts to audiences who may not have a design background. In this assignment, I explained the Gerlach and Ely model by breaking it down into its stages, such as “specifying content” and “assessing entry skills of learners.” I used short, focused paragraphs and examples to make the theory more practical. For instance, when writing about “specifying objectives,”. The way I structured the job aid design—with logical flow, concise wording, and correct grammar—helped ensure that the content was easy to understand and professional in tone.

III. Competency Alignment with Prior Knowledge and Experience

Before this course, as a speech therapist in medical setting, I had experience creating visual aids and learning materials for patients and families to understand the precaution as well as anatomical/physiological changes causing the deficits. That background helped me focus on clarity and brevity when writing about the Gerlach and Ely model. When I am creating visual aids and learning materials for my patients and their families, I am mindful of keeping the medical jargon at minimum and breaking down information into simple language with diagrams and pictures. I applied a similar mindset

in this assignment by making sure the writing was not overloaded with theory but instead gave practical explanations and analogy of the sea-captain, that readers could connect with. This experience reinforced the importance of tailoring communication to the needs of the audience.

IV. Reflection on Experiences

This artifact is a strong example of my ability to communicate ideas in writing that are clear and concise. From the assignment, I learned how important it is to balance detail with simplicity—too much detail can overwhelm, but too little can confuse the reader. If I were to improve this artifact, I would simplify the content even further to make it easier to understand. **Moving forward, I plan to strengthen this competency by creating additional job aids and instructional materials for different learner populations, allowing me to practice adapting the same content for audiences with varying levels of prior knowledge and expertise. I also intend to continue seeking peer and instructor feedback on the clarity and organization of my instructional writing so I can refine my ability to communicate complex concepts in a concise and accessible manner.**