Manager methodology applies to web courses production

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Abstract — *The speed of information, the competition, the instant communication, the management of knowledge and the short time courses are meeting to change the way we work and learn. The e learning can be extremely efficient when it is well structured to work as a resourceful solution to problems found in a corporative training. However, the structure of a project of this nature is still under researched by the methodology of Project Management.*

This article presents a method, which supports the web courses production used as new basis to new e-learning methodologies proposals, the instructional design and the project management.

The methodology is compound by four principles, which are divided into two parts that are interrelated and they are also simultaneous and independent: the project management and the development process of a course that we refer in this article as being the product lifecycle.

For each of these steps of project management, which are: setting up the project, planning, control and review; there is a corresponding process to the product lifecycle: recognition of requisites, planning project production and implementation of the project and its evaluation.

During the setting up phase, a initial investigation takes place. It uses instruments (questionnaires, forms, maps and graphics) distributed by the following in secondary steps:: organization goals set up, target public identification and the organization learning goals, which results in a basic project plan in the end.

After the production of the basic project, there is the planning phase, that is when the project is going to be detailed, generating the project plan which has as its main characteristics the scope document, the management plan of project communication and control. It is also in the planning phase that the structure of the analytical project is built and it will guide the project implementing.

With the plan concluded, the implementation will take place. The implementation is controlled from a defined metrical in the plan, generating a final product in this step of the course. For, the first course applications should be followed and a review is necessary until it generates product stability and the organization obtains satisfactory results, which are described in the basic project.

Finally, the article acknowledges that the results can be obtained by the application of this model input to the process planning and organization enrichment. Also, the article presents a defined structure to training process construction as well as for all the project management, since the setting of the goals until the administration of the course. The article also goes through the definition of budget and time, teamwork, besides the presentation of possibilities of control over all the implementation process during the project development.