



IARE

**INSTITUTE OF
AERONAUTICAL ENGINEERING**

**STANDARD OPERATING PROCEDURE
FOR
COURSE CONTENT DEVELOPMENT**

STANDARD OPERATING PROCEDURE FOR COURSE CONTENT DEVELOPMENT

Objective:

To elaborate the procedure for course content development

Responsibility:

- Course coordinator
- Head of the department

Time and Duration: Course content to be prepared before the commencement of new semester.

S. No	Activities	Responsibility
1	Concerned course coordinator prepare the course contents as per the prescribed syllabus.	Course Coordinator
2	Course content to be developed in LaTeX format only	Course Coordinator
3	Each module should conclude with Questionnaire for easy revision	Course Coordinator
4	Any video/Web reference can also be added to the course contents	Faculty Members
5	Head of the department needs to verify the course contents developed by course coordinator	HoDs
6	Quality of course content will be reviewed before the commencement of each semester	Dean of Quality Content Delivery Standards (QCDS)