

Educator Guide: Setting Up Modules

Modules are the core content blocks within the AI Academy. They organize your curriculum into digestible topics or milestones that learners progress through over time.

This guide explains where modules fit into the overall learner journey and how to create them using the Module Builder.

1. Where Do Modules Fit in the Learner Flow?

To understand a module, it helps to look at the full platform architecture:

1. **Session:** The overarching program (e.g., *Summer AI Bootcamp*).
2. **Module:** A specific topic inside the session (e.g., *Intro to Prompt Engineering*). **You are here.**
3. **Phase:** The steps within a module (e.g., *Pre-read, Learn, Playground*).
4. **Activity Task / Content:** The actual files, meetings, and interactive tasks attached to a Phase.

Modules act as the "container" for your Phases. When a learner clicks into a Session, they see a list of Modules. Once they open a Module, they are guided step-by-step through the Phases you've assigned to it.

2. Steps to Create a Module

Creating a module is done through a streamlined 3-step wizard.

The screenshot displays the 'Create Module' wizard in the AI Academy platform. The interface features a dark blue sidebar on the left with navigation options: Dashboard, Content, and Modules. The main area is titled 'Create Module' and contains a 'Module Information' section. This section includes fields for Title, Duration (Minutes), Description, Difficulty, Content, and Tags. There is also a 'Learning Outcome' section with a text area and a 'Next outcome' button. The bottom right corner has a 'Create Module' button.

Step 1: INFO (Module Information)

This is where you define the metadata and context of your learning block. You will need to fill out:

- **Title:** The name of the module (e.g., *Advanced Data Analysis with AI*).
- **Duration (Minutes):** Estimated time it will take a learner to complete the entire module.
- **Description:** A short summary of what the module covers.

- **Difficulty:** Categorize the module (e.g., Beginner, Intermediate, Advanced).
- **Domains:** Tag the module to a specific domain to help filter the library later on.
- **Tags:** Add relevant keywords (e.g., *ai*, *prompts*, *workshop*).
- **Learning Outcomes:** Define what the learner will be able to do after finishing. You can add up to 6 clear outcomes (e.g., *Explain how AI is reshaping roles across industries*).

Step 2: PHASES (Building the Journey)

Once the basic info is saved, you move to the Phases step. This is where you bring in the **Phase Templates** (Pre-read, Meet session, Learn, Playground, Sandbox, Assessment) or your custom phases.

- You drag or add phases into the module.
- Inside those phases, you upload your attachments, paste your Meet links, or attach your **Activity Tasks**.

Step 3: REVIEW (Check and Publish)

The final step allows you to review the entire module structure. You can verify that the learning outcomes align with the activity tasks and that the estimated duration makes sense for the content provided. Once reviewed, you can save and publish the module, making it available to be added to a Session.