



PROGRAMME DESIGN & ASSESSMENT

Needs Analysis Form

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Adapted from Diamond (1998)

The following is an example of series of questions that need clarification, or require further data gathering, in order to establish the needs for a new programme (or revision to an existing one) . These have been adapted from Diamond's resource book on 'Designing and Assessing Courses and Curricula' (Diamond, 1998).

Establishing the Need for a New Programme

If you and your programme are ticking a lot of 'No's' there may be a need for a new programme, or if unsure you may need to collect more data

	External Factors	YES	NO	Need More Data
1.	The existing programme meets the present and long-term needs of your students as noted by : Alumni Feedback Employer/Recruiter Feedback Final Year Students			
2.	Graduates in your programme are successful in finding a job or being accepted into further study			
3.	The curriculum meets accreditation standards (if appropriate)			
4.	The curriculum is up to date and sensitive to changing needs in the field			
5.	The School/Discipline's needs are met by existing programmes			
6.	The current programme is very efficient, i.e. there is very little duplication and is efficient on staff and School/College resources			
7.	The current programme has space and flexibility to allow new areas of development.			
8.	The sequence, coherence and integration in the current programme are strong			
9.	The current programme has a strong curriculum model(s) that supports student learning.			

Establishing the Need for a Major Revision to Existing Programme

If you and your programme are ticking a lot of 'No's' there may be a need for a revision to the programme, or if unsure you may need to collect more data

		YES	NO	Need More Data
1	The teaching, learning and assessment approaches are in line with good educational theory and practice			
2	Attrition rate is acceptable on the current programme(s)			
3	Based on student evaluations, students are pleased with existing programme(s)			
4	Core learning outcomes are clearly stated for all students			
5	Assessments are emphasizing higher order competencies			
6	There is a variety and choice in assessments across the programme			
7	Students are supported in their learning on existing programmes			
8	The current programme is very efficient, i.e. there is very little duplication and is efficient on staff and School/College resources			
9	The current programme has space and flexibility to allow new areas of development.			
10	The sequence, coherence and integration in the current programme are strong			
11	<i>See also related questions in Institutional Quality Assurance/Improvement documents :</i>			

Some Indicators of Potential Success for new Curriculum Design Projects (new or revised programme).

		YES	NO	Not sure
1.	There is support for a curriculum project from the Dean, Head of School			
2.	Administrative support for the project will be in place for the time required			
3.	There is support for this new project from the teaching staff who will be involved.			
4	Curriculum design work/efforts by staff involved are acknowledged by appropriate means			
5.	Resources are available for changes required			

UCD TEACHING AND LEARNING / RESOURCES

6	Educational advice and support is available, where needed.			
7.	Space is available for the programme needs			