



## Stay ahead of competition with a robust Solution for Online Course Development and e-Learning

### How Leading Universities Utilize Workflow Management Software to Streamline and Optimize Online Course Development

Some of the fastest-growing universities and colleges in the country are adopting the new trend of utilizing workflow management software to streamline and automate their online course development processes. This popular solution enables higher education institutions to successfully manage its processes while significantly increasing enrollment and the number of online course offerings.

Colleges and universities can successfully organize the following processes with a workflow management tool by:

- ✓ Deciding what programs to launch
- ✓ Establishing the curriculum for each program
- ✓ Preparing program proposals
- ✓ Recruiting subject matter experts for each course
- ✓ Designing the course and collaborating with the subject matter experts
- ✓ Getting the instructors acquainted with the course

Workflow management software solutions enable higher education institutions to streamline their online course development processes and create a cross collaboration platform for all stakeholders involved. These tools allow colleges and universities to effectively manage critical and complex processes while increasing productivity without increasing resources.

Workflow management tools such as Comindware Tracker® can help optimize online course development processes by seamlessly connecting tasks, documents, data and people into a single collaborative work environment.

Choosing an easily configurable workflow tool can minimize business dependency on IT, allowing you to quickly set up and modify your workflows with a drag and drop simplicity and in what should be an intuitive graphical interface.

Due to the complex nature of course development processes, usually a large number of stakeholders participating in the process are involved. The stakeholders can range from executive directors to instructional designers, to the learning resource teams or subject matter experts.

Some of the most critical challenges that higher education institutions face when organizing their online course development cycle include:

- Multiple static spreadsheets with the same information leading to inconsistent information
- Unclear responsibilities and failed task handovers
- Disconnected planning and execution
- Difficulty in training new hires/stakeholders
- Lack of visibility into project status and overall processes

By deploying the proper workflow management solution, institutions in higher education can quickly optimize and scale business operations, create real-time visibility, increase team productivity and improve collaboration between all stakeholders in the online course development process.

When selecting a workflow management software solution, key features to look out for should include:

- ✓ Transparency across academic units for all stakeholders
- ✓ A centralized depository for all project related information, discussions and decisions
- ✓ Automated notifications
- ✓ Document versioning
- ✓ Data and reporting tools



Comindware Tracker professional Solution for Online Course Development Processes provides full capabilities for quick and easy course development workflow setup while enabling unified document management and cross-team collaboration.

## About Comindware

Comindware® is a fast-growing, global software company delivering innovative Work Management solutions that enable businesses to manage their operations with higher performance and efficiency. Aiming to optimize team work through a complete professional suite across the enterprise, Comindware provides a full set of Products and Services for predictive Project Management and adaptive Business Process Management based on the industry 1st pre-integrated enterprise Collaboration Platform.