Guide to Using Custom GPTs in Instructional Design

Optimizing the use of custom GPTs in instructional design requires a strategic approach tailored to the needs of educational professionals and their institutions. This guide provides refined tips and example prompts to enhance your usage in this specific educational context.

# 1. Creating Specific GPT Prompts

* **Direct Questions:** Ask straightforward questions for precise answers.
* **Context Specification:** Provide detailed background to set the scene.
* **Desired Format:** Specify if you need a list, essay, summary, etc.
* **Complexity Level:** Indicate the complexity appropriate for the academic level.
* **Purpose or Goal:** State the intended use of the information.
* **Preferred Examples:** Mention examples that the GPT should emulate.
* **Creative Requests:** Detail any creative elements needed.
* **Historical or Cultural Context:** Include relevant historical or cultural details.
* **Limit or Exclude Information:** Clearly mention what should not be included.

**Example Prompt:** "Create an essay outline for a higher education course on Environmental Ethics, emphasizing contemporary issues and solutions, formatted as a series of structured points."

# 2. Generating Measurable Learning Objectives (MLOs)

* **Singularity:** Define learning objectives with a singular taxonomy focus for clarity and measurability.
* **Explicit Objectivity:** Ensure objectives are clearly measurable and objective.
* **Robust Learner-Centric Subject:** Objectives should be comprehensible and appropriately challenging without being overly complex.

**Example Prompt:** "Generate a measurable learning objective with one taxonomy verb for a graduate course on Data Science focusing on machine learning applications in real-world scenarios."

# 3. Building Assessment Plans

* **Alignment to MLOs and CLOs:** Ensure assessments are directly linked to learning objectives.
* **Cohesion with Lesson:** Seamlessly integrate assessments into the course structure.
* **Meets Appropriate Targets:** Confirm that assessments meet academic standards and learning goals.

**Example Prompt:** "Design an assessment plan for a postgraduate course on International Relations that includes a term paper and a presentation, aligned with the course's learning outcomes and previous topics."

# 4. Constructing Rubrics

* **Target:** Identify what the rubric is measuring in terms of assignment deliverables within the course.
* **Level:** Define proficiency levels (e.g., beginner, intermediate, advanced).
* **Value:** Assign points or weight to each part of the assessment.
* **Criteria:** Clearly articulate what aspects of the assignment are being evaluated.

**Example Prompt:** "Construct a detailed rubric for evaluating a research proposal in a master's level business strategy course, outlining criteria for innovation, feasibility, and depth of analysis."

# 5. Crafting Framework for Lesson Plans

* **Alignment with MLOs & CLOs:** Ensure each lesson aligns with defined objectives.
* **Cohesion with Topics:** Lessons should logically connect with each other.
* **Consistency with Targets:** Keep lessons consistent with overall course targets.

**Example Prompt:** "Outline a lesson plan framework for a semester-long course on Cybersecurity, integrating theoretical knowledge with practical application exercises."

# 6. Infusing Curricula with Course Tenets

* **Institutionally Trained 'Brain':** Leverage trained models that are infused with institutional mission, vision, values, strategic goals, course tenets, and quality criteria to:
	+ Create customized learning objectives,
	+ Elevate content,
	+ Diversify resources,
	+ Enrich assessments, and
	+ Utilize relevant tools.

**Example Prompt:** "Devise a plan to enhance a curriculum for a digital arts course, focusing on the integration of VR technology, its impact on modern design practices, and the experiential learning quality rubric."

# 7. Doing Alignment Checking

* **Curriculum Maps:** Ensure the curriculum comprehensively covers all intended areas.
* **Course Maps:** Confirm each course component aligns with the overall curriculum.
* **Outcome Charts:** Check that expected outcomes are clearly mapped.
* **Parenthetical Citations & Numbering Systems:** Ensure all references are correctly cited and numbered.

**Example Prompt:** "Review the alignment of an MBA program with updated industry standards focusing on digital marketing and e-commerce. Call out misalignment instances, inappropriate levels of taxonomy, and language that is not learner centric."

# 8. Providing GPT Feedback

* **Be Specific:** Clearly explain what needs improvement.
* **Suggest Alternatives:** Offer alternative phrases or structures.
* **Explain Errors:** Clarify why something is incorrect or suboptimal.
* **Emphasize Tone:** Mention the desired tone for responses.
* **Highlight Style:** Indicate the style, whether formal, conversational, etc.
* **Engage Regularly:** Regular interaction enhances model performance.

**Example Prompt:** "Please provide undergraduate-level examples instead of secondary education content, ensuring an academic yet motivational tone. Continue using the excellent style and format of bulleted lists and paragraph summaries in lesson planning ideas”

# 9. Ensuring Continuous Improvements of Custom GPT

* **Testing & Validation:** Regularly test the GPT’s output for accuracy and relevancy.
* **Feature Adjustments:** Update features based on user feedback.
* **Regular 'Brain Updates':** Keep the model updated with the latest information and learning algorithms.
* **Continued User Feedback:** Encourage ongoing user feedback to refine the model.
* **Peer Feedback:** Use feedback from other educators or experts.

By implementing these refined strategies, educators can enhance the use of custom GPTs in higher education, improving both the depth and quality of educational experiences.