Interreg Co-funded by the European Union
Central Baltic Programme
WoDiLab

BUILD THE STRUCTURE OF YOUR COURSE

Turn your big idea into clear modules and sessions your learners can actually follow

ACTION CHECKLIST

☐ **Step 1 – Review your course path**
Look back at the stages you defined in the previous milestone. These stages will usually become the foundation for your modules.

☐ **Step 2 – Define your course modules**
Turn the main stages of your course path into 3–5 modules that represent the key steps of the learner's journey.

☐ **Step 3 – List the sessions inside each module**
Break each module into smaller sessions that guide learners through the ideas, actions, and exercises needed to move forward.

☐ **Step 4 – Review and simplify your structure**
Check that the structure feels clear and manageable. Remove anything unnecessary and make sure each module helps move learners toward the promised result.

Step 1 – Review Your Course Path

Before defining modules, quickly review the **course path** you created earlier.
This path describes the key stages your learners move through from their current situation to the outcome you promise.
Write your course path again here as a reminder.

My Course Path

1. _____
2. _____
3. _____
4. _____
5. _____

Step 2 – Define Your Course Modules

Modules represent the **main stages of your learner's journey**.

Most courses work best with **3–5 modules**. This keeps the course clear and manageable for participants.

Use your course path to define the modules of your course.

My Course Modules

Module 1 – _____
Short description: _____
Module 2 – _____
Short description: _____
Module 3 – _____
Short description: _____
Module 4 – _____
Short description: _____
Module 5 – _____
Short description: _____

Step 3 – Define the Sessions Inside Each Module

Sessions are the **smaller learning steps inside each module**.

Each session usually focuses on **one idea, action, or exercise** that helps learners move forward.
A typical module contains **5–10 sessions**, depending on the complexity of the topic.
Write the working titles of your sessions below. These are **working names** and can be improved later.

Module 1 Sessions

Session 1: _____

Session 2: _____

Session 3: _____

Session 4: _____

Session 5: _____

Session 6: _____

Session 7: _____

Session 8: _____

Session 9: _____

Session 10: _____

Module 2 Sessions

Session 1: _____

Session 2: _____

Session 3: _____

Session 4: _____

Session 5: _____

Session 6: _____

Session 7: _____

Session 8: _____

Session 9: _____

Session 10: _____

Module 3 Sessions

Session 1: _____

Session 2: _____

Session 3: _____

Session 4: _____

Session 5: _____

Session 6: _____

Session 7: _____

Session 8: _____

Session 9: _____

Session 10: _____

Module 4 Sessions (optional)

Session 1: _____

Session 2: _____

Session 3: _____

Session 4: _____

Session 5: _____

Session 6: _____

Session 7: _____

Session 8: _____

Session 9: _____

Session 10: _____

Module 5 Sessions (optional)

Session 1: _____

Session 2: _____

Session 3: _____

Session 4: _____

Session 5: _____

Session 6: _____

Session 7: _____

Session 8: _____

Session 9: _____

Session 10: _____

Step 4 – Review and Simplify Your Structure

Now take a moment to review the structure you created.

Ask yourself:

- Does each module represent a clear stage in the learner's journey?
- Do the sessions move logically from one step to the next?
- Is the structure simple and easy to understand?
- Does every part help learners reach the promised result?

Write any adjustments or notes here:

Milestone Submission

Once your worksheet is complete:

1. Review your module and session structure.
2. Add your module and session list to your **Milestone Tracking Document**.
3. Tag your mentor for review.