

This is a web-optimized version of this form.

Download the original, full version:

[www.usa-federal-forms.com/download.html](http://www.usa-federal-forms.com/download.html)

Convert any form into fillable, savable:

[www.fillable.com](http://www.fillable.com)

Learn how to use fillable, savable forms:

Demos: [www.fillable.com/demos.html](http://www.fillable.com/demos.html)

Examples: [www.fillable.com/examples.html](http://www.fillable.com/examples.html)

Browse/search 10's of 1000's of U.S. federal forms converted into fillable, savable:

[www.usa-federal-forms.com](http://www.usa-federal-forms.com)



**1 NOVEMBER 2002**

***Personnel***

**INFORMATION FOR DESIGNERS OF INSTRUCTIONAL SYSTEMS**

**APPLICATION TO AIRCREW TRAINING**

---

**RECORDS DISPOSITION:** Ensure that all records created by this handbook are maintained and disposed of IAW AFMAN 37-139, "Records Disposition Schedule"

---

**NOTICE:** This publication is available digitally on the AFDPO www site at: <http://afpubs.hq.af.mil>.

---

OPR: HQ AETC/DOZ (Gary J. Twogood)

Supersedes: AFH 36-2235, Volume 8, 1 November 1993

Certified by: HQ USAF/DPDT

(Col Patricia L. C. Priest)

Pages: 253/Distribution: F

---

This volume provides information and guidance for applying the Instructional System Development process described in AFMAN 36-2234. This handbook is a guide for Air Force personnel who plan, design, develop, approve, administer, or manage aircrew training in the Air Force. It is designed to be used as you need it in aircrew training. Although several references are listed, this handbook is intended to be used alone without any requirement to read other ISD handbooks. Each handbook is developed for a particular community and has the appropriate language and applications to support it. You are not required to read this handbook from cover to cover but may enter it at any desired phase of instruction where information is available to resolve your problem. You may use this handbook to design or revise a curriculum, a course, or any isolated aspect of it.

**Chapter 1 GENERAL INFORMATION ..... 4**

**Chapter 2 INSTRUCTIONAL SYSTEMS DEVELOPMENT MODEL ..... 9**

Figure 1 System Functions..... 10

Figure 2 Functions with Phases ..... 11

Figure 3 Updated AF ISD Model ..... 14

Section A Analysis ..... 16

Section B Design..... 18

Section C Development ..... 20

Section D Implementation ..... 22

Section E Evaluation ..... 23

Section F Total Training System Functions.....	25
Section G Quality Improvement.....	26
Figure 4 Chart it, Check it, Change it .....	32
Figure 5 Shewhart Cycle .....	33
Figure 6 Standard Flowchart Symbols .....	35
Figure 7 (Part 1) Training Development Flowchart - Planning .....	37
Figure 7 (Part 2) Training Development Flowchart - Analysis .....	38
Figure 7 (Part 3) Training Development Flowchart - Design .....	39
Figure 7 (Part 4) Training Development Flowchart - Development .....	40
Figure 7 (Part 5) Training Development Flowchart - Implementation and Evaluation .....	41
Figure 8 Training System Metric Process.....	42
<b>Chapter 3 PLANNING .....</b>	<b>43</b>
Section A Analyze Training Needs.....	45
Section B Determine Personnel Requirements and Responsibilities .....	48
Section C Determine Training Needed to Meet Requirements .....	51
Section D Determine Training System Requirements .....	53
Section E Develop ISD Evaluation Plan.....	55
Section F Write Training Development Plan .....	59
Section G Design Training Information Management System.....	62
<b>Chapter 4 ANALYSIS.....</b>	<b>64</b>
Figure 9 Analysis Phase.....	64
Section A Conduct Task Analysis .....	66
Section B Conduct Target Population Analysis .....	76
Section C Analyze Resource Requirements / Constraints .....	78
Section D Update ISD Evaluation Plan .....	83
Section E Update Training Development Plan .....	85
<b>Chapter 5 DESIGN.....</b>	<b>86</b>
Figure 10 Design Phase.....	86
Section A Review Types of Learning .....	88
Section B Select Training Methods .....	94
Section C Develop Objectives.....	98
Figure 11 Task Hierarchy .....	108
Section D Develop Tests.....	113
Section E Review Existing Materials .....	128
Section F Design Training.....	131
Section G Update Training Development Plan.....	144
<b>Chapter 6 DEVELOPMENT .....</b>	<b>145</b>
Figure 12 Development Phase .....	145
Section A Prepare Course Documents .....	147
Section B Develop Training Materials .....	157
Section C Develop Training Alternatives.....	161
Section D Install Training Information Management System.....	162
Section E Update ISD Evaluation Plan .....	163
Section F Update Training Development Plan .....	165