The following guidelines are intended to optimize learning through standardized lectures.

**LEARNING OBJECTIVES**
- 3-5 focused learning outcomes that are achievable within the recorded lecture time
- Objectives support the course blueprint
- Objectives align to USMLE Content Outline
- Objectives listed within the 1st minute of the recording
- Objectives also listed in the coordinating notes

**CONTENT**
- Relevant to undergraduate medical learning
- Relevant to USMLE Step 1
- Relevant in Year 3 Clerkship

**ENGAGEMENT**
- Draw people in from the moment the video starts, first 30 seconds
- Use a clinical case to hook the audience and anchor content
- Tell a story or narrate instead of reading slides

**CHECK FOR UNDERSTANDING**
- Include mechanisms for assessing the objectives
- Include knowledge checks in the notes as an alternative
- Reinforce key takeaways at the end of the lecture
- End the session with no more than 10 key take home points (for an hour of lecture)
  The idea is the final exam questions will come from these key points

**ORGANIZATION**
- Main idea of a slide should be apparent in 3 seconds, like a billboard of key takeaways
- Plan how to interact with visuals
- Make sure graphics don’t compete with narration
- Limit text per slide, bullet points vs paragraphs
- Split data to make it digestible
- Create presentations in a widescreen 16:9 ratio (contact department of Medical Communications for template at medcom@med.wayne.edu)

**TIMING**
- Ideally 6-12 minutes, 15 minutes max
- Break longer presentations into more specific, narrow topics
- Prepare a script and practice

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1. AZ Cooper, JB Richards. Lectures for adult learners: Breaking old habits in graduate medical education. 2017: 130:3, 376-381. doi.org/10.1016/j.amjmed.2016.11.009