

Billing Code	Description
1.1.0.0	Analysis Services
1.1.1.0	Frame Project
1.1.1.1	Project Management/Documentation
1.1.2.0	Analyze Materials
1.1.3.0	Review and Chunk Content
1.1.4.0	Define Lesson Objectives
1.1.5.0	Research
1.1.6.0	SME Interview
1.1.7.0	Prepare/Review (offsite)
1.1.8.0	On-site Consult
1.1.9.0	SME Review
1.2.0.0	Instructional Design Services
1.2.1.0	Flowchart
1.2.1.1	Validate flowchart
1.2.2.0	Curriculum Design
1.2.3.0	Instructional Design
1.2.3.1	Learning Activities
1.2.4.0	Create storyboards
1.2.5.0	Lesson Plan
1.2.6.0	Uploading Content
1.2.7.0	Prepare/Review (offsite)
1.2.8.0	On-site Consult
1.2.9.0	SME Review
1.3.0.0	Media and Development Services
1.3.1.0	Student Guide
1.3.2.0	Transcription/Voice-over Services
1.3.3.0	Visual Development
1.3.4.0	Media Selection
1.3.4.1	Graphic Production
1.3.4.2	Video Production
1.3.4.3	Audio Production
1.3.4.4	Photography
1.3.4.5	Photo enhancement and editing
1.3.4.6	Copyrite Requests
1.3.5.0	Authoring/ Development
1.3.6.0	Template Formatting
1.3.7.0	Prepare/Review (offsite)
1.3.8.0	On-site Consult
1.3.9.0	SME Review
1.4.0.0	Implementation and LMS Services
1.4.1.0	Facilitator Guide
1.4.2.0	Course Navigation Instructions
1.4.3.0	LMS Consultation
1.4.3.1	LMS Needs Analysis
1.4.3.2	LMS Review and Selection
1.4.3.3	LMS Formatting
1.4.4.0	Curriculum Framing
1.4.5.0	Upload Content
1.4.6.0	Upload / Link Media
1.4.7.0	Prepare/Review (offsite)
1.4.8.0	On-site Consult

1.4.9.0	SME Review
1.5.0.0	Evaluation/Assessment Services
1.5.1.0	Test and Exam Creation
1.5.2.0	Q/A testing
1.5.3.0	Pilot Testing
1.5.4.0	Level 1 Course Evaluation
1.5.5.0	Review/Evaluate/analyze
1.5.6.0	Make adjustments/ edits
1.5.7.0	Prepare/Review (offsite)
1.5.8.0	On-site Consult
1.5.9.0	SME Review