Worksheet: Adapting Virtual Client & AI-Based Simulation Projects

Section	Guiding Question	Notes / Your Context
Learning Goal	What key skill(s) or capability is this simulation designed to develop?	
Course Context	Course, discipline, level, and class size	
Real-World Role	What real-world stakeholder will the AI simulate (e.g., client, regulator, partner)?	
Core Scenario	Brief description of the scenario students will work on	
AI Setup	How will the AI be prompted to behave (role, tone, constraints)?	
Key Interaction Points	When will students interact with the AI (e.g., brief, review, final)?	
Instructor Facilitation	How will you guide, intervene, and support students?	
Assessment Focus	What will you assess beyond the final output (e.g., reasoning, judgement, process)?	
Reflection & Ethics	How will students reflect on decisions and responsible AI use?	
Evidence of Impact	How will you know this worked (e.g., rubric criteria, surveys, reflections)?	
Requirements	Key tools, access, or support needed	
Adaptation Notes	Local constraints or changes needed for your context	