ACT@PSU Project Plan

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| **Project Type:** Authoring | |
| **Link to Pressbook or other Delivery Platform:** |  |
| **Course Goals:** | |
| **Course Objectives:** | |
| **Proposal Plan:** | |

**ACT@PSU Resources:**

* Authoring Project Timeline (last page of this document)
* Canvas Course Space
* ACT 2019 Faculty Box Folders
* Slack Channel – ACT@PSU Round 2
* [Accessibility Checklist](https://docs.google.com/document/d/1lJcRwDrqRrea4HgnDdv8vnwiPt2q4W-Kgf_qbQXaCTM/edit?usp=sharing)

**To Do:**

* Upload your most recent course Syllabus to your Faculty Box Folder
* List your course objectives above
* Ensure the proposal plan listed above is accurate. Make adjustments as needed.
* Work on your Project Resource Guide (next page). You can work with an ID/Production Specialist to create a template that works for your project.
* Work on your MOU Planning Guide

# Project Resource Guide

Use the chart below to organize the resources, licensing, etc., that you will be using for your project. Feel free to modify the chart into something that works for you. The production specialists can work with you on organizing your resources for your project. Please make sure you include any links to content that has already been created.

**Where to locate OER resources**:

* [Oasis](https://oasis.geneseo.edu/), [Advanced Google Search](https://www.google.com/advanced_image_search) (filter by usage rights), [Merlot](https://www.merlot.org/merlot/index.htm), [OER Commons](https://www.oercommons.org/), or other (if other, indicate where you found the resource)
* Go to <http://oer.psu.edu/> and under “how to” select “find” for an extensive list of places to locate OER.

Authoring:

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| **Learning Outcome** | **Resource Title/link (current location)** | **Where would you like this to be published?** | **Media type** | **License type** | **Notes** | **Accessibility ?s** |
| Example:  LO #1, 2, | [*Principles of Macroeconomics*](https://openstax.org/details/principles-macroeconomics) | Pressbook, Chapter 1 (url here) | Open Textbook | CC BY | Add self-check questions at end of chapter using H5P. | Are images accessible? |
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# MOU Planning Guide

These questions will help you complete your Memorandum of Understanding (MOU). If you have questions about what is expected, please email (name and email address of contact).

1. Describe your specific deliverable items below. Try to include dates (the timeline is included on the last page of this document for your reference).
2. Licensing: Which license will you use for your content?
   1. Types of CC licenses: <https://creativecommons.org/licenses/>
   2. How to choose: <https://creativecommons.org/choose/>

# Authoring Timeline

**January 4:**  - ACT@PSU Kick Off - **Milestone 1**

**January 25:** Follow-up meeting with support team.

**February 4:** MOU finalized - **Milestone 2**

**March 18:** Content outline complete - **Milestone 3, Payment 1**

**March 26:** Media/interactions identified, and story board completed. **Milestone 4**

**April 22:** First third of your course transformation/open resource creation project is complete - **Milestone 5**

**May 21:** 2/3 of course transformation/open resource creation project is complete - **Milestone 6**

**June 21:** All content in to team - **Milestone 7, Payment 2**

**June 24:** All content and resources created - **Milestone 8**

**July 8:** All media is finished - **Milestone 9**

**July 29:** Course will be finished in platform/complete review **Milestone 10**

**Aug 12:** Course is finished - **Milestone 11**

~~ Discussion of implementation/navigation of the resource

**August 26:** Class begins - **Milestone 12**

~3-4 weeks after course starts -  **Payment 3**