

**Instructor Name:**

**Date this form was completed:**

Course Number and Title:

Number of credits:

When will the course be offered?

Describe your students. Include whatever information you can predict about typical age, location, computer literacy, and reason for taking the course.

Describe how you would like the course to be structured. Lessons? Modules? How many? (If available, please attach a copy of your syllabus.)

Have you taught this same course in a classroom, by audio conference, or by some other method?

Which materials do you already have?

	<b>Hard Copy</b>	<b>Electronic format</b>	<b>Copyright permission required?</b>
<b>Syllabus</b>			
<b>Lecture notes</b>			
<b>Handouts</b>			
<b>Quiz questions</b>			
<b>Maps, charts, graphs, illustrations</b>			
<b>Worksheets</b>			
<b>List of web site links</b>			
<b>Videos</b>			
<b>Case studies</b>			
<b>Study guides</b>			
<b>Power point slides</b>			
<b>Overheads</b>			
<b>Audiotapes or CDs</b>			
<b>Photos</b>			
<b>Other</b>			

Textbook Title and ISBN:

Does the text have a CD, study guide, web site, or other companion resources?

What are your expectations about how this course will function and what technologies it will use?

Which of these components would you like to include as common elements in all chapters:

- Objectives
- Preassessment
- Reading Assignment
- Lecture Notes (original content provided by the instructor to supplement textbook material)
- Quiz
- Links to Internet articles or resources
- Learning activities (puzzles, experiments, self evaluations)
- Journal activities
- Group discussions

What type of homework do you prefer to assign?

- Multiple Choice/True False
- Short answer questions
- Essays
- Projects
- Activities

Do you expect students to interact with each other? If so, in which ways:

- Discussion boards
- Group projects
- Audio conference
- Video conference
- Other? \_\_\_\_\_

How will you interact with students?

- Audio conference
- Video conference
- Online chat
- Phone
- E-mail

How will you evaluate student mastery of the course material?