

Application To Activate Unit Of Study Website As Part Of A Curriculum For Enrolled University Of Sydney Students (submitted by 14/2/01)

Staff Details

Surname	Title	First Name	Initial
---------	-------	------------	---------

Unit of Study (UoS) Information

UoS name	UoS Code	Date for UoS to be activated on-line (eg sem 1 2001)
----------	----------	--

UoS Website Pedagogical Design and Development

1.	Has the website been discussed/reviewed with a peer?	yes	no
2.	Does the website contain the On-line Unit Outline Template?	yes	no
3.	Is there a print-based how to access the site for enrolled students?	yes	no
4.	Is the on-line learning help available to students identified on the UoS homepage?	yes	no
5.	Is there a date of publication and copyright notice on the UoS home page?	yes	no

6. Unit of Study Coordinator

I have viewed the on-line resources and approve their delivery to students on-line in the following category (*circle one letter only*): A B C D¹

NameSignatureDate.....

7. Head of department/school's signature (or nominee) for categories C and D only

NameSignatureDate.....

Unit of Study Website Technical Check

In order for students using the on-line UoS component to be supported by the ITS help desk, the site is required to be technically robust. To ensure that the site is technically robust, the WebCT group checks the site using the following questions as a guide.

8.	Do all internal links function properly?	yes	no
9.	Do all external links function properly and not breach copyright?	yes	no
10.	Is the text readable?	yes	no
11.	Are navigation processes clear?	yes	no
12.	Is hierarchical structure of the website at an appropriate depth?	yes	no
13.	Are download times on a variety of machines acceptable?	yes	no
14.	Is there on-line technical help identified on the homepage?	yes	no
15.	Are the appropriate resources linked to the website (library, user's guide, computer access information)?	yes	no

16. WebCT Coordinator (or nominee)

I authorize hosting of the on-line resources for the UoS on the ITS server and the provision of the appropriate on-line technical help to students.

NameSignatureDate.....

¹ There are four categories of on-line resource development for Unit of Studies at the University of Sydney: Category A – publishing the On-line UoS Outline; Category B – supplementing the UoS curriculum with on-line resources; Category C – Replacing some of the UoS curriculum with on-line resources; Category D – Providing all UoS curriculum resources in a flexible on-line format.