2016 Teaching with iLearn Innovation Award
Course/Project Submission Form

Thank you for taking the time to complete this submission. The information you provide will assist the iLearn Innovation Award Committee in performing a complete evaluation of your entry's key strengths.

AWARD APPLICATION INSTRUCTIONS:

- *Confirm your eligibility…*
  - ✓ *Entries for the award must use a Marist College iLearn site which may include, course sites and/or iCollaborate sites.*

  - ✓ *Use of Marist College's iLearn must be the **primary or core instructional technology** used for the course or project*

  - ✓ *Nominations from parties who are not the primary deliverer of the course or project will be accepted provided the lead faculty/instructor will be available to participate in the award process if the entry is selected.*

- *If you are eligible to apply, enter the information requested on the following pages. The Evaluation & Evidence section, should include text as well as embedded screenshots.*

- *To download a Microsoft Word version of the application form, please use this link:* http://lxatwb1.it.marist.edu/workshops/teaching_with_ilearn_innovation_award2016_appl.docx

- *Save the completed document as a PDF file. (**Note**: Be sure to include your name and submission date in the PDF file name.)*

- *Email the PDF to* academic.technology@marist.edu *as part of your Teaching with iLearn Innovation Award submission by the **deadline** noted below. Please use the subject line: Teaching with iLearn Innovation Award – (Your Full Name)*

DEADLINES:
- **Monday, March 7, 2016 (5 PM Eastern Time)** – Submit by this date if you plan to also submit your application for the international recognized Apereo Teaching and Learning Award (ATLAS)[1] which is due on March 15, 2016. This will allow time for you to receive feedback on your application before submitting it to ATLAS.
- **Monday, March 28, 2016 (5 PM Eastern Time)** – This if the final submission deadline for the Marist Teaching with iLearn Innovation Award.

QUESTIONS? Please feel free to contact Luisa Li, Instructional Designer, at Luisa.Li@marist.edu or (845) 575- 3303 with any questions regarding the application process or to seek feedback on your application ideas.

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[1] See https://www.apereo.org/communities/atlas (Contact Luisa with questions)

1. Applicant Name(s) (last name/first name):

2. Contact Info:

3. School/Department(s):

4. iLearn Course or iCollaborate Project Site Name:

5. About Your Course/ Project

    a. Specify the type of learning environment you support:

☐ i. Face to face (Classes meet face-to-face, instruction is supplemented with iLearn)
☐ ii. Hybrid (blended) (Some class time is replaced by online instruction via iLearn)
☐ iii. Fully Online (All instruction takes place online via iLearn)
☐ iv. Non-credit bearing Projects (Advising sites, Training sites, Collaborative sites, etc.)

6. Brief Summary or "Elevator Speech"

Explain how you use iLearn tool(s) to support your course or project as if speaking to a member of the general public, avoiding all jargon and using the simplest terms possible. If your entry is selected as a winner, this summary will be your abstract in the award program. (100 word maximum)

7. Description of Course or Project
Provide a high-level description of your course or project using the following outline. Avoid use of technical language or jargon. (500 word maximum)

1. List the name, duration, and number of participants of your course or project.
2. Describe any funding or grants your course/project has received.
3. Describe the course or project goals and expected outcomes for participant learning.
4. Explain how you used iLearn to meet your goals and outcomes.
5. Identify the learning principles and/or best practices that informed the development of the course or project.
6. Describe any collaborators, consultants and/or technical support you received.
7. Include additional information about your course or project that you think is important or relevant.

8. Evaluation & Evidence
All award applicants are required to evaluate their work based on five research-based criteria for the design and delivery of high quality technology facilitated learning experiences. As part of this evaluation, you should work to identify any innovative practices or activities related to each criterion.

To assist in this work you will find a comprehensive evaluation rubric which provides details on how each criterion will be assessed in the appendix as well as a definition of innovation as defined by the Apereo Foundation's Teaching & Learning Group which the Marist award committee will also reference during the review process.

For each criterion listed below, you should provide supporting evidence for your innovative course or project and present specific proof of the statements which may include (but is not limited to) the testimony of learners, records, documents, or learning objects. The proof can be provided as links, screenshots (see appendix for instructions), or textual information.

     a. In section A for each criterion, provide a **Summary of Evidence** for the criterion by adding a descriptive narrative (250 word maximum). If your evidence includes an **innovative practice**, be sure to describe it.

     Note: It is not expected that you will have an innovative practice for every criterion in the rubric.

     b. In section B for each criterion, **Additional Supporting Evidence section**, insert screenshots (examples which illustrate the course/project) and include other supporting evidence for the criterion (evaluations, student / peer feedback, links) which provides evidence of improved teaching and learning.

     Note: We recommend including student feedback as part of your supporting evidence. Please limit screenshots to two for each criterion.

Criterion #1: Student Engagement and Community Building

A. Summary of Evidence - Describe how your course/ project addresses this criterion. (250 word maximum)

B. Provide Additional Supporting Evidence (1 page maximum)

Criterion #2: Communication

A. Summary of Evidence - Describe how your course/ project addresses this criterion. (250 word maximum)

B. Provide Additional Supporting Evidence (1 page maximum)

Criterion #3: Learning Materials and Strategies

A. Summary of Evidence - Describe how your course/ project addresses this criterion. (250 word maximum)

B. Provide Additional Supporting Evidence (1 page maximum)

Criterion #4: Learning Outcomes and Assessment

A. Summary of Evidence - Describe how your course/ project addresses this criterion. (250 word maximum)

B. Provide Additional Supporting Evidence (1 page maximum)

Criterion #5: Learner Support

A. Summary of Evidence - Describe how your course/ project addresses this criterion. (250 word maximum)

B. Provide Additional Supporting Evidence (1 page maximum)