

D2 – ICE Roll-out

The ICE (Integrated Content Environment) content authoring system is designed to provide a highly accessible interface based on the use of styles within a word processor. ICE also provides a web-based interface to enable the author to rapidly proof their own content. ICE can produce materials in a variety of delivery modes.

Informing principles

- The production of USQ course materials is fundamental to USQ's distance education operations.
- The ICE Rollout is complementary to the general principles of the Technology-Enhanced Learning project.
- The ICE Rollout is complementary to the general principles of the Learning and Teaching Production and Distribution Project.

Goals

- To develop and implement a single standard process for the creation of course materials which enables distribution by print, CD/DVD and web.
- To see the vast majority of course materials developed or converted into ICE by the end of 2009.
- To have the vast majority of USQ academic staff use the ICE templates for course materials development by 2009

Strategic alignment

This sub project is fundamental to the USQ Learning and Teaching Plan, the Program Revitalisation Project, the Technology-Enhanced Learning Project, and the Learning and Teaching Production and Distribution Project.

Details of Faculty support for an 18 month period

- Pilot project with Faculty of Business in Semester 2, 2008.
- Working with individual academic staff in other faculties on request subject to availability of staff.
- DAIS staff to assist faculty academic staff to take up use of the new development process.
- Technology-Enhanced Learning Project Officer to ensure faculty support is adequate

Tasks, timelines & budgets

Tasks	Timeline
Meeting with staff from EPS, ICE technical team and TEL project team to determine rollover timelines into ICE 2	10 June 2008
Develop project schedule to migrate staff and courses from ICE 1 to ICE 2	11 June 2008
Determine ICE support team to develop formal support mechanisms for ICE	27 June 2008
ICE team to run pilot to test load on ICE server	June/ July 2008
Training/updating EPS staff in the use of ICE 2	June/July 2008
EPS trialling usability of ICE 2	July 2008
Identification of USQ academic staff to trial usability of ICE 2	July 2008
Development of ICE 2 training documentation	July 2008
Negotiations with ICT in relation to ICE training and support	July 2008
Communication with faculties i.e. Information sessions/Roadshow on ICE 2	July-August 2008
Training of all staff	Ongoing
Release and rollout of ICE 2	August – October 2008
Conversion of existing course materials into ICE	Ongoing
Handover to ICE support team	End October 2008
Completion and evaluation of Faculty of Business pilot	February 2009
Adoption of ICE as a mainstream process for course materials development	S1,2009 onwards
Development of evaluation survey of ICE users	July 2009
Project close	December 2009

Total Resources/ Budget Required

Incorporated into DAIS Annual Operational Budget. Additional funding provided by 18 month appointment of Technology-Enhanced Learning Project Officer as part of the Program Revitalisation budget.

Required documentation and policy rewriting

DAIS staff will ensure all required documentation and policy drafting will be completed.

Professional development requirements

Workshops held by DAIS staff

Support team provided within DAIS

FAQs available from USQAssist

Communication plan

Associate Deans (Learning & Teaching) will be kept informed through GLS Faculty Liaison Meetings

DAIS Principal Manager Learning Resources is responsible for developing and maintaining an appropriate Communication Plan.

Evaluation strategies

DAIS Principal Manager Learning Resources is responsible for developing and maintaining an appropriate Evaluation Strategy.