Affordable Materials Grants, Round 19:

Continuous Improvement Grants

(Spring 2021 -Spring 2022)

Proposal Form and Narrative

# Notes

* The proposal form and narrative .docx file is for offline drafting and for our review processes. Submitters must use the online Google Form for proposal submission, including uploading this document.
* The only way to submit the official proposal is through the Google Form. The link to the online application is on the [Round 19 RFP Page](https://www.affordablelearninggeorgia.org/about/rfp_r19).
* The italic text provided below is meant for clarifications and can be deleted.

The Round 18 Kickoff will include an asynchronous training module, required for all team members to complete, followed by the synchronous Kickoff Meeting on March 26, 2021 from 1pm-4pm. At least two team members from each awarded team (unless the award is for one individual) are required to attend the synchronous Kickoff Meeting.

# Applicant and Team Information

*The* ***applicant*** *is the proposed Project Lead for the grant project. The* ***submitter*** *is the person submitting the application (which may be a Grants Officer or Administrator). The submitter will often be the applicant—if so, just leave the submitter blank.*

|  |  |
| --- | --- |
| Requested information | Answer |
| Institution | Kennesaw State University |
| Applicant name | Lei Li |
| Applicant email | lli13@kennesaw.edu |
| Applicant position/title | Professor, MSIT program director, and assistant department chair |
| Submitter name | Lei Li |
| Submitter email | lli13@kennesaw.edu |
| Submitter position/title | Professor, MSIT program director, and assistant department chair |

Please provide the first/last names and email addresses of all team members within the proposed project. Include the applicant (Project Lead) in this list. Do not include prefixes or suffixes such as Ms., Dr., Ph.D., etc.

|  |  |  |
| --- | --- | --- |
| Team member | Name | Email address |
| Team member 1 | Richard Halstead-Nussloch | rhalstea@kennesaw.edu |
| Team member 2 | Ying Xie | yxie2@kennesaw.edu |
| Team member 3 | Chi Zhang | czhang4@kennesaw.edu |
| Team member 4 | Linh Le | lle13@kennesaw.edu |
| Team member 5 | Sarah Cooper | scoope92@kennesaw.edu |

If you have any more team members to add, please enter their names and email addresses in the text box below.

|  |
| --- |
| Michael Handlin, MSIT student, mhandlin@students.kennesaw.edu |

# Project Information

| Requested information | Answer |
| --- | --- |
| Type of Project | * *Revision of open educational resources (OER) used in existing courses* * *Creation of ancillaries for existing OER courses* * *Replacement of current OER in courses with new/better OER* |
| Requested Amount of Funding  *$10,000 maximum total award per grant* | *$10,000* |
| Course Titles and Course Numbers | IT 6413 IT Service Delivery  IT 6423 IT System Acquisition & Integration  IT 7133 Enterprise AI Applications  IT 7143 Cloud Analytics Technology |
| Final Semester of Project | * *Spring 2022* |
| Currently Existing Resource(s) to be Revised/Ancillaries Created  *Please provide a title and web address (URL) to each of the currently existing resources that you are revising, creating new ancillary materials for, or replacing. If replacing, please include a title and web address (URL) to the new OER as well.* | IT 6413 IT Service Delivery:  <http://ksuweb.kennesaw.edu/~lli13/IT6413.html>  IT 6423: <http://ksuweb.kennesaw.edu/~rhalstea/ALG/IT6423/index.html>  IT 7133: new course, previous OER isn’t available.  IT 7143: new course, previous OER isn’t available. |

# Project Goals

The Department of Information Technology at Kennesaw State University (KSU) has taken department-wide efforts to adopt open educational resources (OER) in both undergraduate and graduate courses since 2014. Thanks to the strong and continuous supports from Affordable Learning Georgia (ALG), our Master of Science in Information Technology program is zero-textbook-cost degree. As IT is an ever-changing field, it is very important for us to stay on the cutting edge by introducing new topics and revising existing courses. to keep our courses updated. Our department developed a systematic plan to gradually update the courses previously funded by ALG. We are also committed to make any new courses textbook free from the beginning.

As part of our department ALG strategic plan, we propose to revise the OER material used in 2 IT courses in the project: IT 6413 and IT 6423 which were developed in round 11. We While our faculty have been making incremental changes to those courses over the years, it is time for a systematic overhaul. We also propose to develop the OER material for two new courses which will be added to MSIT curriculum on fall 2021: IT 7133 Enterprise AI Applications and IT 7143 Cloud Analytics Technology. The overall goals of the project are listed as follows. The specific plan about each individual course is illustrated in the action plan section.

* Review the existing OER materials for correctness and accessibility issues.
* Revise outdated OER materials with updated material.
* Update the course materials based on changes in course learning outcomes.
* Update existing or develop new ancillary material such as assignments, lab material, and test banks.
* Use a department provided layout template to make sure OER material in each course has similar look and feel.
* Ensure all course material comply with the specific accessibility standards defined by ALG.
* Create a course package that can be imported into D2L Brightspace, the course management system used by the University System of Georgia.

# Action Plan

*Describe the tasks needed to complete the project in as much detail as possible. If this application has more than one team member, include the major roles for each person and which tasks this role is assigned. Estimate the amount of time (e.g. number of hours) each task will take. Include plans for open licensing and plans for making your materials accessible. Indicate if you are using other platforms in addition to the repository to host your created materials.*

**Action Plan for IT 6413: IT Service Delivery**

**Faculty developer – Drs. Chi Zhang and Lei Li. Drs. Zhang and Li are responsible for 60% and 40% of the development respectively. Estimated time working on this course: 50 hours.**

This course covers major functions of enterprise IT service delivery. Topics include basic concepts in IT service management, system development life cycle, applications of industry best practices and standards such as Information Technology Infrastructure Library (ITIL), and emerging IT project management methodologies.

This course was transformed with OER material in ALG Round 11 #365 in 2018. A major part of course is to cover the ITIL V3, a preeminent framework for managing IT service delivery around the world. After the initially development, ITIL released version 4 on February 2019. While the core elements of ITIL V3 reminded the same, the new version added additional industry best practices and new material on system integration, e.g., IT service management methods such as IT4IT, Agile, DevOps and Lean (https://www.simplilearn.com/itil-4-vs-itil-v3-whats-new-article). In addition, system development life cycle and project management are important topics for IT service management, but they are spottily covered in several ITIL learning modules. We plan to create separate learning modules to systematically introduce those two essential topics. IT 6413 is a requirement in the MS in Information Technology, it’s critical to keep IT 6413 material up to date based on advances in the IT field. The detailed revision plan is listed as follows.

* *Revision applies to all learning modules*. Estimated time working on this task: 25 hours.
  + Make the course material ADA compliant.
  + Create new or revise existing PowerPoints slides, assignments and test banks to align with new contents.
  + Create a new study guide document for each module to better tie the course learning outcomes to material and provide a detailed guide for student to study for the course material.
  + Identify case studies for IT service management.
  + Create a teaching note for each learning module to provide a guide for instructor on course delivery.
  + Review existing learn material and fix outdated web links and resources.
* *Update the ITIL learning module with ITIL version 4*. There are a lot of free web resources related to ITIL 4. Estimated time working on this task: 10 hours.
  + *ITIL Foundation, ITIL 4 edition.*  This an ebook available through Galileo library and faculty and students from USG can access the book for free. We will use this as a reference book. <https://galileo-usg-ksu-primo.hosted.exlibrisgroup.com/primo-explore/fulldisplay?docid=01GALI_USG_ALMA71259997830002931&vid=KSU_V1&search_scope=KSU&tab=default_tab&lang=en_US&context=L>
  + *Overview of the ITIL version 4* – 1). <https://www.bmc.com/blogs/itil-4/>. This site has four short e-books on ITIL overview, guide to practices, ITIL value streams, and applying ITIL guiding principles. 2). [*https://www.beyond20.com/itil-4-complete-guide/*](https://www.beyond20.com/itil-4-complete-guide/)This site contains general information about ITIL.
* *Create learning modules on system development life cycle and project management*. The development will draw and integrate information from web resources such as follows. Estimated time working on this task: 15 hours.
  + Overview of system development life cycle (SDLC): system planning, system analysis, system design, implementation and deployment, system testing and integration, system maintenance. <https://www.smartsheet.com/system-development-life-cycle-guide> and <https://textexpander.com/blog/7-stages-of-the-system-development-life-cycle/>
  + Components of system development life cycle (SDLC): Analysis/feasibility, planning/requirements, design, system development, testing, deployment, maintenance, and evaluation: <https://stackify.com/what-is-sdlc/>
  + Introduction of different SDLC models, such as rapid application development, test-driven development, Agile model, Scrum, Kaizen model, etc. <https://airbrake.io/blog/sdlc/what-is-system-development-life-cycle>
  + Project management. <https://www.projectmanagement.com/> This site contains vast amount of information on knowledge areas, topics, processes and tools in project management domain.

**Action Plan for IT 6423: IT Systems Acquisition and Integration.**

**Faculty developer – Richard Halstead-Nussloch, Ph.D. Estimated time working on this course: 50 hours.**

This course uses OER and cost-free materials that focus on IT systems procurement that were put in place during the ALG Round 11 Textbook Replacement grant in 2018. Many of the learning materials used in the current course are either no longer available as Web-based OER or if currently available are relatively outdated and obsolete due to a) disruptive changes in how organizations acquire and integrate IT systems over the past couple of years, e.g., the fast adoption of cloud IT systems and b) the rapidly changing environment of organizations providing IT systems and their business processes. For example, Amazon Web Services (AWS), the premier provider of cloud-based IT systems, has experienced 30% yearly growth over the period and had 2020 revenue of over $45B. Similarly, other components, resources, and best practices for acquiring and integrating IT systems are rapidly changing, including the Capability Maturity Model Integrated-Acquisition (CMMI-ACQ), which serves as a reference framework for the 2018 version of IT6423. An update to the materials and exercises to reflect the new IT systems procurement environment is in urgent need. In addition, the faculty developer also aims to introduce contemporary topics in IT systems acquisition and integration such as Agile Acquisition, CapEx versus OpEx costing, cloud sourcing, DevOps sourcing, Kanban and Scrum project management, etc. that are currently in high demand in the job market. Other improvements such as ALG accessibility compliance will also be implemented. A detailed list of updates and improvements are as follows.

* + *Review and revision of current OER and cost-free material in the existing learning modules and possible updated and additional OER available on the Web*. The actions in this step mainly involve checking for broken links, examining if the content is still appropriate and pruning content deemed outdated or inappropriate, adding new material if appropriate and needed, incorporating accepted best-practices in the presentation of the OER material, and ensuring all materials and content are ALG-compliant for accessibility. The list below provides some of the major sources of OER material currently available for IT6423; the list is deep, robust, and educationally rich. 10 working hours are estimated for this task.

Preliminary sources of Web-available additional and updated OER to meet the IT6423 outcomes:

* + - <https://cio-wiki.org/wiki/Main_Page> The CIO-Wiki material is available under a Creative Commons Share Alike License. It covers classical (e.g., IT operations) and contemporary (e.g., managing the cloud) topics in the procurement and implementation of IT systems. As of September 2020, it has over 4,000 topics. The CIO-Wiki covers all learning outcomes for IT6423. In reviewing its prior use in our IT curriculum, accuracy and scope are at least 85%.
    - <https://www.educause.edu/> The EDUCAUSE is the website and public repository for the largest IT community of practice devoted to IT in support of higher education. The site curates crowd-sourced and crowd-peer-reviewed materials across the full range of topics covering acquisition and integration of IT systems for higher education under a Creative Commons Attribution-Share Alike Public License. An additional advantage for using EDUCAUSE.edu for an academic course is that our students have direct experience of all issues discussed, as they are enrolled in our university. KSU is a member of EDUCAUSE, which means that faculty can be authenticated for early access (prior to official publication date), but once the publication date has been reached, the material is available on the public website. EDUCAUSE.edu covers all learning outcomes for IT6423. In reviewing its prior use in our IT curriculum, accuracy and scope are at least 90%.
    - <https://www.wikipedia.org/> The Wikipedia website has a wide range of mostly acceptable articles and sub-portals covering the acquisition and integration of IT systems available under a Creative Commons Attribution-Share Alike Unported License. A distinct advantage is that technical language and IT jargon is reduced. Examples of clear communication with lay personnel is exceedingly important to success in managing IT. Wikipedia is most useful for learning outcomes bridging IT6423 to business, commerce, and everyday life. In reviewing its prior use in our IT curriculum, accuracy and scope for Wikipedia are at least 70% and average around 85%. Past group projects in this and similar MSIT classes have corrected and/or enhanced Wikipedia articles covering IT issues.
    - Varied government websites including, e.g., NIST.gov, usability.gov, dau.edu, data.gov, code.gov, and <https://gta.georgia.gov/> have a wide range of public-domain materials covering the procurement and implementation of IT systems. A distinct advantage for many of our MSIT students is that they work for a branch of the Federal or State of Georgia Government or an organization that does business with the Federal Government or State of Georgia. For example, the U.S. Department of Defense operates the Defense Acquisition University and their website ([www.dau.edu](http://www.dau.edu)) has many OER for IT6423; the State of Georgia uses the public-domain procurement process at http://pur.doas.ga.gov/gpm/MyWebHelp/GPM\_Main\_File.htm. Material from government websites covers all five learning outcomes for IT6423. In reviewing its prior use in our IT curriculum, accuracy and scope are at least 90%.
    - IT industry websites contain many reports, guides, tutorials, white papers, etc. that are pertinent and valuable to the acquisition and integration of IT systems. Terms, conditions, and licenses vary widely and if allowed, pertinent materials from industry sites (e.g., aws.com and ibm.com) are linked to in the course materials. In reviewing its prior use in our IT curriculum, accuracy and scope are at least 80%.
  + *Update existing instructor pedagogical workflow overviews (ReadMe files) in the course to reflect revised OER material in IT systems acquisition and integration*. The actions in this step involve reviewing and updating what are called ReadMe files that we use to define coherent modules from the multiple-sourced OER material, and then set an integrated path through the modules. The desired goal is to provide a workflow within and between each of the six course modules like that provided by sequenced chapters and sections within a textbook. The IT6423 within-module workflow is Read, Think, Learn, Write, Use, and Re-Use. The course employs ReadMe files as a pedagogical device to support IT6423 students in reading and thinking about the OER materials from multiple sources and then learning about IT procurement from them in an integrated fashion; the ReadMe files guide students to learn and integrate the OER material into a coherent, internalized body of knowledge for that module. Since each ReadMe file begins with a recap of what was learned in prior modules and how that relates to the current module, the sequence of ReadMe files provides a rational workflow through the course. 15 working hours are estimated for this task.
  + *Update existing assignments--exercises, labs, discussions, and projects--in the course to reflect contemporaneous best-practices in IT systems acquisition and integration*. The actions in this step involve reviewing and updating the activities and deliverables that IT6423 students will do to consolidate and demonstrate their learning. As mentioned in the step above, the IT6423 within-module workflow is Read, Think, Learn, Write, Use, and Re-Use. The ReadMe file is used to facilitate the first three: reading, thinking, and learning from multiple OER threads. To complete the writing, using, and re-using of what IT6423 students learn from the OER materials, IT6423 has defined exercises, labs, discussions for assignments lasting one or two weeks and projects for assignments lasting four to eight weeks. These assignments will be reviewed and updated appropriately within the ALG website and our Learning Management System to incorporate best practices in IT systems acquisition (e.g., Agile acquisition, Kanban, and Scrum approaches) and integration (e.g., DevOps, system resilience, and user training). 15 working hours are estimated for this task.
  + *Embed foundational IT skills and capabilities and meaningfully link IT6423 to elective MSIT courses*. IT6423 is a core course in the KSU MSIT and serves to provide our alumni with skill in acquiring and implementing IT systems. Most forecasts of required IT skills put information security regularly in the top five most important. The final step in this improvement project is to take actions to meaningfully link IT6423 to other MSIT courses and provide meaningful practice of foundational IT skills, such as information security. For the latter, we plan to adapt parts of one or two existing MSIT course modules to the specifics of IT systems acquisition and integration for IT6423 students to have additional practice; currently, we are favoring one module/exercise on information security and another module on user accessibility and experience. In that manner, IT6423 students will have practice incorporating these foundational aspects within IT system acquisition and integration. For the meaningful links to other MSIT classes, we are planning to provide case studies, procurement projects, and short literature-review reports tied to each of the four MSIT concentration areas (Data Analytics and Intelligent Technology, IT Security, Health IT, and Enterprise IT Management) that are directly relevant to IT systems acquisition and integration. 10 working hours are estimated for this task.

**Action Plan for IT7133: Enterprise AI Applications**

**Faculty developer – Dr. Ying Xie. Estimated time working on this course: 50 hours.**

Enterprise IT processes massive data acquired from servers, operating systems, applications and users. Artificial Intelligence (AI) can be used to analyze these data with the aim of significantly improving IT operations. This course covers a variety of AI techniques that can be applied to IT. Students will learn practical skills on developing intelligent IT applications. The topics that will be developed for this course include:

* Introduction to AI. The learning materials for this module will be extracted and aggregated from the following open sources. 10 working hours are estimated for this task.
  + AI Tutorial: <https://www.javatpoint.com/artificial-intelligence-tutorial>
  + Artificial Intelligence Tutorial: <https://www.tutorialspoint.com/artificial_intelligence/index.htm>
  + Artificial Intelligence Tutorial – Learn Artificial Intelligence from Experts: <https://intellipaat.com/blog/tutorial/artificial-intelligence-tutorial>
* Impact of AI on IT. The learning materials for this module will be extracted and aggregated from the following open sources. 10 working hours are estimated for this task.
  + The Past Decade and Future of AI’s Impact on Society: <https://www.bbvaopenmind.com/en/articles/the-past-decade-and-future-of-ais-impact-on-society/>
  + Toward understanding the impact of artificial intelligence on labor: <https://www.pnas.org/content/116/14/6531>
  + The Future of Artificial Intelligence: <https://builtin.com/artificial-intelligence/artificial-intelligence-future>
  + The impact of AI in the Workforce: <https://www.artificial-solutions.com/blog/impact-of-ai-in-the-workforce>
* Building Intelligent IT solutions using GitHub AI packages. The learning materials for this module will be extracted and aggregated from the following open sources:
  + Github Guides: <https://guides.github.com/>
  + Intelligent IT solutions such as:
    - Server Log Analyzer
    - Self-service front desk
    - Networking Analysis and Anomaly Detection
    - Modeling and predicting workload capacity
    - Prioritizing business-critical issues
    - Intelligent Cybersecurity

For the above intelligent IT applications, open source Github packages are the major source for learning. The instructor will demonstrate how to use relevant open source Github solutions to develop intelligent IT solutions. Students will also practice using GitHub open-source packages to build a variety of intelligence IT application. Some examples of AI packages: 1) OpenAI (<https://github.com/openai/>); 2) GuildAI (<https://github.com/guildai/packages>); 3) ImageAI (<https://github.com/OlafenwaMoses/ImageAI>)

**Action Plan for IT 7143 Cloud Analytics Technology**

**Faculty developer – Dr. Linh Le. Estimated time working on this course: 50 hours.**

This course introduces the data analytics practices and technologies that are executed in a cloud environment for IT enterprise operations. The course explores key areas of the cloud analytical process, including data preparation, storage, access, analysis, presentation, and practical configurations and settings. Under the umbrella of cloud analytics, emerging analytics topics will be discussed, such as internet of things and edge/fog computing in information technology. The course also covers hands-on training on modern cloud systems that directly support the complete analytics process. The topics that will be developed for this course include

* Introduction to Cloud Concepts and Practical Usage. Learning materials, including slides and video lectures will be aggregated from open access resources, for examples, 1) Hayes, B. (2008). Cloud computing. Communications of the ACM. Volume 51, Number 7 (pp. 9-11). 2) Dillon, T., Wu, C., & Chang, E. (2010, April). Cloud computing: issues and challenges. In 2010 24th IEEE international conference on advanced information networking and applications (pp. 27-33). IEEE. 3) Varghese, B., & Buyya, R. (2018). Next generation cloud computing: New trends and research directions. Future Generation Computer Systems, 79, 849-861. This topic will have one quiz item.

*Six hours are estimated for this task*

* Amazon Web Services (AWS). AWS is one among the most famous cloud platform that supports multiple services, include data analytics. Therefore, students in IT should be able to take advantages of this system. There are five modules that focus on different aspects of AWS on data analytics as follows
  + Moving to the AWS Cloud and AWS Infrastructure
  + AWS Cloud Security
  + AWS Compute and Storage
  + AWS Databases
  + AWS Analytical Technologies

Materials for this topic will be obtained from the AWS official documentations at <https://docs.aws.amazon.com/index.html?nc2=h_ql_doc_do>. Learning materials will include slides, handout labs, and video lectures. Two quizzes and two lab assignments will be used to assess students’ understanding on this topic.

*24 hours are estimated for this task*

* Microsoft Azure Services. Microsoft Azure is another cloud platform to be introduced to students. There are five modules on Azure:
  + Overview of Azure Services
  + Microsoft Azure Security
  + Data Lake in Azure
  + Azure SQL Fundamentals
  + Azure IoT and Fog/Edge Analytics

Similar to AWS, materials for this topic will be obtained from the official documentations <https://docs.microsoft.com/en-us/azure/?product=featured>. Learning materials will include slides, handout labs, and video lectures. Two quizzes and two lab assignments will be used to assess students’ understanding on this topic.

*24 hours are estimated for this task*

# Timeline

*Provide a project timeline aligned with the action plan above. Include major milestones and deadlines, keeping in mind your selected Final Semester.*

**Timeline for team coordination – Responsible personal: Dr. Lei Li**

1. 4/15/2021 – work with instructor designer, Sarah Cooper, to host a workshop on ALG accessibility requirements.
2. 5/14/2021 – submit a project progress report.
3. 8/2/2021 – a) submit the project progress report; b) develop a survey for collecting students’ feedback on OER material.
4. 12/15/2021 – submit the project progress report.
5. 5/14/2021 – submit the project final report.

**Timeline for IT 6413 - Responsible personnel: Drs. Chi Zhang and Lei Li**

1. *5/14/2021*. a). Complete accessibility training hosted by instructional designer, Sarah Cooper. b). Review the content of OER material in existing IT6413 modules and check for accessibility issues. c). Research the free web resources for ITIL version 4, system development life cycle, and project management.
2. *8/2/2021*. a). Complete the revision of existing ITIL modules using ITIL version 4 material. The updates to each module include learning material, PowerPoints slides, test banks, case studies, assignments, new study guides, and teaching notes. b). Make the OER material in those learning modules comply with the accessibility requirements set by ALG.
3. *12/15/2021*. a). Complete the development of two new learning modules on system development life cycle and project management. b). Make the OER material in those learning modules comply with the accessibility requirements set by ALG. c) Work with the student to complete the student review of the OER material.
4. *5/13/2022*. a). Complete IT6413 course offering with update OER material. b). Collect students’ feedback on updated OER material; c). Host the OER material in a publicly available website and create a course package that can be imported into D2L.

**Timeline for IT 6423 - Responsible personnel: Richard Halstead-Nussloch, Ph.D.**

1. *5/21/2021*. a). Complete accessibility training hosted by Sarah Cooper. b). Review the content of OER material in existing IT6423 modules and check for accessibility issues. The existing and additional OER material will be updated and comply with accessibility standards set by ALG.
2. *7/16/2021*. a) Complete the update, development, and implementation of accessibility compliant OER material and ReadMe files for all IT6423 learning modules. b) Embed OER materials for foundational IT skills, e.g., security and resilience, in appropriate IT6423 learning modules.
3. *8/20/2021*. a) Complete the update, development, and implementation of accessibility compliant OER IT6423 assignments (exercises, labs, discussions, and projects) and b) meaningfully link IT6423 to other MSIT elective courses and concentrations.
4. *5/13/2022*. a). Complete IT6423 course offering with update OER material. b). Collect students’ feedback on updated OER material; c). Host the OER material in a publicly available website and create a course package that can be imported into D2L.

**Timeline for IT 7133 - Responsible personnel: Dr. Ying Xie.**

1. *5/21/2021*. Complete accessibility training hosted by Sarah Cooper.
2. *7/30/2021.* a).Complete the development of all learning modules including study guides, slides, recorded lectures, assignments and projects. b). Work with the student to complete the student review of the OER material; c). Make the OER material in these learning modules comply with the accessibility requirements set by ALG. d). Host the OER material in a publicly available website and create a course package that can be imported into D2L.
3. *12/15/2021*. a). Complete IT7133 course offering with newly developed OER material. b). Collect students’ feedback on updated OER material.

**Timeline for IT 7143 - Responsible personnel: Dr. Linh Le.**

1. *5/21/2021*. Complete accessibility training hosted by Sarah Cooper.
2. *8/20/2021*. Complete synthesizing the learning materials for Introduction to Cloud Concepts and Usage including study guides, slides, recorded lectures, and quizzes.
3. *11/30/2021*. a) Complete the learning materials for topic AWS and topic Microsoft Azure including study guides, slides, recorded lectures, handout labs, quizzes, and lab assignments. b) review all course materials to ensure compliances on the accessibility requirements set by ALG.
4. *12/15/2021*. Work with the student to complete the student review of the OER material
5. *5/13/2022*. a). Complete IT7143 course offering with update OER material. b). Collect students’ feedback on updated OER material; c). Host the OER material in a publicly available website and create a course package that can be imported into D2L.

# Budget

*Please enter your project’s budget below. Include personnel and projected expenses, keeping in mind that this grant funds the estimated time in your Action Plan. The maximum amounts for the award are as follows:*

* *$2,000 maximum per team member for salary, course release, travel, etc.*
* *Additional project expenses allowed, but must be adequately justified in this section*
* *$10,000 maximum total award per grant*

The budget of this proposal is listed as follows.

* Dr. Lei Li, project lead, jointed developer for IT 6413, $1500 for summer salary.
* Dr. Chi Zhang, jointed developer and instructor of record for IT 6413, $1500 for summer salary.
* Dr. Richard Halstead-Nussloch, developer and instructor of record for IT 6423, $2000 for summer salary.
* Dr. Ying Xie, developer and instructor of record for IT 7133, $2000 for summer salary.
* Dr. Linh Le, developer and instructor of record for IT 7143, $2000 for summer salary.
* Sarah Cooper, instructional designer, $800 for equipment or travel.
* Michael Handlin, student reviewer, $200.

# Creative Commons Terms

*I understand that any new materials or revisions created with Affordable Learning Georgia funding will, by default, be made available to the public under a Creative Commons Attribution License (CC-BY), with exceptions for modifications of pre-existing resources with a more restrictive license.*

# Accessibility Terms

*I understand that any new materials or revisions created with Affordable Learning Georgia funding must be developed in compliance with the specific accessibility standards defined in the* [*Request for Proposals*](https://www.affordablelearninggeorgia.org/about/rfp_r18)*.*

# Letter of Support

*The Department Chair from the corresponding project, or the Department Chair’s direct report such as the Dean or Provost, must provide a signed Letter of Support for the project. This letter should acknowledge the following:*

* *The department will provide support for fund disbursement in correspondence with the Grants/Business Office.*
* *The department approves of the work on the proposal by the applicant(s).*
* *The department acknowledges the sustainability of these affordable resources after the grant work is complete.*

*In the case of multi-institutional affiliations, all participants’ institutions must provide a letter of support.*

*Please provide the name and title of the department chair (or other administrator) who provided you with the Letter of Support.*

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| --- |
| Dr. Rebecca Rutherfoord, Chair of the Department of Information Technology |

# Grants or Business Office Letter of Acknowledgment

*Institutional Grants/Business Offices will be responsible for fund disbursement, often in correspondence with the Department Chair, including expense and travel reimbursement. Applicants will need to provide a short Letter of Acknowledgment stating that the Grants/Business Office knows about the applicant’s intent to apply for an Affordable Materials Grant. Either the Department Chair or the Project Lead can work with the Grants/Business Office to get this signed letter.*

*In the case of multi-institutional affiliations, all participants’ institutions must provide a letter of acknowledgment.*

*Please provide the name and title of the grants or business office representative who provided you with the Letter of Acknowledgment.*

|  |
| --- |
| Kimberly Hunt, Grants and Contract Manager. |