WESTERN SYDNEY
UNIVERSITY

MAKING A CASE FOR ADOPTING

A NEW LEARNING TECHNOLOGY

Status: Final

Document purpose: This document explains the pedagogical and business justification for adopting a new technology, based on the estimated costs (including implementation and incremental ongoing operations costs) against the anticipated benefits to be gained and offset by any associated risks. This case will be considered by the Learning and Teaching Technology Advisory Group (LaTTe).

1   Executive summary

Elevator pitch. Why this technology? What affordances will this provide? How critical is the technology to the learning and teaching experience?

2   Educational Rationale

Describe the educational rationale of the product/application/integration.

3   Why is this application different to currently available technology

Explain why this is the only product/application/integration.

4   Benefits expected

What difference will this product have on the teaching and learning experience?

5   Scope and scale

Describe the reach of the product. Is it a whole Module within a unit? A whole Unit within a course? / A whole Course. How many students will this impact? (approximately)?

6   Impact on academic workload

As end-users of the product/application/integration, describe the impact on the academic workload with this product in production. In an appendix, include screen shots of the product to show how the product functions for academics.

7   Impact on student learning experience

As end-users of the product/application/integration, describe the impact on the student learning experience with this product in production. In an appendix, include screen shots of the product to show how the product functions for students.

8   Support and professional development

Describe the plans for support and professional development.

9   Risks

a) To the University

b) To students

10   Costs

Outline the costs: licence, software, training, resources.

11   Evaluation plans

What are the measures for success?

12   Timelines

Outline the proposed timelines for the product/application/integration.

13   Requestor

Requested by:	Approved by:
Role:	Role (select one):
Date:	Date:

LaTTe

Meeting Date: Click or tap to enter a date.

Approval			
Endorse and recommend adoption	☐ Yes	☐ No	☐ More info. needed *(explain)*
Documentation complete	☐ Yes	☐ No	☐ More info. needed *(explain)*
Send to Education Committee	☐ Yes	☐ No	☐ More info. needed *(explain)*
Recommendation to ITDS	☐ Yes	☐ No	☐ More info. needed *(explain)*
Comments			