

**Division of Academic Affairs**  
**Technology Fee – Project Proposal**  
**2014**

*Proposal Deadline: Tuesday, January 21, 2014*

***Project Proposal Type***

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***Systemic Project***

*Projects proposed by operational units of the university (e.g., colleges, academic departments, Library, etc.) for instructional technology enhancements of unit-wide or university-wide scope.*

***Project Title***

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*Expand Online Technology Training Resources for Students, Faculty, and Staff*

***Total Amount of Funding Requested***

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*\$33,222.00*

***Primary Project Coordinator***

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*Michael F. Dieckmann, CIO*

**Division of Academic Affairs**  
**Systemic Project Proposal**  
**Expand Online Technology Training Resources**  
**for Students, Faculty and Staff**  
**Information Technology Services (ITS)**  
**2014**

**1. Description of initiative/investment to enhance instructional technology.**

This project proposes to implement a one-year pilot test of the Atomic Learning ([www.atomiclearning.com](http://www.atomiclearning.com)) online system for providing self-led, just-in-time training resources for students and faculty (and, as a by-product, for staff as well). Requested funding is for one year of the annual licensing fees for the system.

One of the Southern Association of Colleges and Schools (SACS) criteria which UWF must satisfy for accreditation is Comprehensive Standard 3.4.12, which states:

The institution's use of technology enhances student learning and is appropriate for meeting the objectives of its programs. *Students have access to and training in the use of technology.*

As part of examining UWF's state of compliance with this standard, ITS in 2013 examined other institutions' responses to this SACS standard, and we found that self-led online technology training is a common part of the solution. ITS has been working to expand online technology training resources, such as our implementation in 2013 of the Microsoft Software Assurance eLearning training resources (see <http://uwf.edu/helpdesk/support/mca/saelearning/index.cfm>). However, this solution only covers Microsoft products, and is only available to employees. We do not have a general-topic technology training solution accessible to students.

Investigation of common solutions used by EDUCAUSE institutions and other Florida public universities pointed to Lynda and Atomic Learning as the most common solutions employed in Higher Education for this need. In October 2013 ITS conducted pilot tests of both these systems, involving focus groups of students, faculty, ITS staff, ATC staff, and Human Resources staff. The clear preference between these two systems in the focus groups feedback was Atomic Learning.

**2. Description of how initiative has a college/unit-wide or university-wide scope.**

The Atomic Learning system would be accessible to all UWF students and faculty, regardless of location, and would also be accessible to distance learners enrolled in online campus courses. While not a primary focus of this proposal, a side benefit is that the system would also be available to all UWF employees and thus would serve a staff training need as well, and therefore integrates well with plans of the Office of Human

Resources (who participated in the initial pilot evaluation). However, the primary target audience for this system at UWF is enrolled students.

### **3. Description of project alignment with UWF Strategic Plan.**

This project is in direct support of objective 1.1.6 of the ITS strategic plan, which is “deploy online commercially-supplied training services for technology tools available to students and faculty.” This objective is part of ITS strategy 1.1 (“Provide easy access to networked resources and information technology tools, and deploy proactive and responsive services to foster their productive use”). This strategy serves ITS strategic goal #1, “enable innovative improvement of the student learning environment and foster improved student success.”

This ITS strategic goal serves UWF strategic priorities 1.1, 1.3, and 2.1 (“foster student learning and development,” “improve student persistence and timely progression to degree,” and “respond to the changing needs of the region, state, and nation”). It also serves the UWF Academic Master Plan goals 1.1 and 8.1 (“design curricula to meet the challenges of a highly competitive workforce” and “integrate experiential learning opportunities”); the Academic Affairs strategic plan goals 1 and 2 (“increase visibility of UWF academic programs” and “increase degrees awarded per 100 FTE”); and the UWF Highlighted Activities for 2013 number 2 (“improved student retention”).

### **4. Description of benefits provided.**

The Atomic Learning system provides self-led just-in-time training in over 205 applications commonly used in higher education, including not just workstation-level tools such as Microsoft Office or Adobe Creative Suite, but also enterprise systems such as eLearning (Desire2Learn) and Google Apps for Education. Atomic Learning can be integrated with our UWF ArgoNet accounts using standard mechanisms, including UWF’s preferred mechanism of Central Authentication Server (CAS). This allows Atomic Learning to be deployed as a MyUWF app with single sign-on. Atomic Learning is ADA Section 508 compliant, meaning it meets ADA standards for web-based systems accessibility.

Atomic Learning also supports IMS Learning Tools Integration (LTI) standard integration with eLearning, so that instructors could directly link to Atomic Learning resources from courses in UWF’s eLearning system. The Campus Integration Plus level of licensing for Atomic Learning, which is the licensing level proposed in this project, also allows UWF to place up to 500 Gb of UWF-specific training resources into the Atomic Learning system.

Because Atomic Learning is an Internet-based resource, and would be deployed as a MyUWF app, it would serve UWF students at all campuses and remote locations, including distance learners enrolled in the online campus. The LTI integration with

Desire2Learn means that Atomic Learning becomes a useful content and capability extension to instructors delivering courses via UWF's eLearning system.

While not a primary focus of this proposal, the Atomic Learning license would also cover use by UWF staff, and would meet a significant technology training need as identified by the Office of Human Resources.

**5. Description of how success/impact will be measured.**

During the pilot period, Atomic Learning usage metrics can be generated from the Activity Reports feature. We propose that the Atomic Learning pilot can be deemed successful if at least 15% of UWF students utilize the system. We would also like to see significant use by instructors linking Atomic Learning resources to their eLearning courses, but this may be negatively impacted by the tool's initial status as a pilot trial that may or may not be renewed in future years. We will further survey all those who use Atomic Learning to gauge satisfaction and impact metrics based on their experience with the system.

**6. Detailed description of resources required including hardware and software requirements and personnel costs (faculty compensation is not an allowed cost).**

Requested technology fee funding is for the annual licensing costs for the Atomic Learning Campus Integrate Plus package and for single sign-on authentication with UWF ArgoNet accounts using our Central Authentication Server (CAS). Breakdown of costs is as follows:

Atomic Learning 2014 annual license fee	\$32,222
Remote authentication annual license fee	<u>\$1,000</u>
	\$33,222

We hope to negotiate a discount, estimated at 10%, and if this discount were received we would return the unused technology fee funds. But as the discount level is unknown until we enter final negotiations, we are requesting initial funding approval for the full list prices of these software licenses.

**7. Proposed timeline.**

We anticipate implementing the Atomic Learning license and system during Summer Term 2014, allowing timing for implementing the CAS authentication and marketing resources, with an anticipated launch of the system with the beginning of Fall Term 2014. The pilot would cover Fall Term 2014 and Spring Term 2015, with assessment of results performed in the middle of Spring Term in order to request ongoing E&G funding for the system in fiscal year 2015-16 if the pilot proves successful.

**8. Plan for sustainability beyond conclusion of funding from technology fee, if applicable.**

The purpose of this proposed project is to conduct a one-year pilot test of the usefulness of the Atomic Learning resources to UWF, with a particular emphasis on students and faculty. We propose that an online technology training service such as Atomic Learning is a good investment if we see at least 15% of our students using the service at a cost less than \$20/student annually. Should the pilot prove successful based on these metrics, we will propose ongoing annual funding via the university's SPARA resource request process. Licensing Atomic Learning on an ongoing three-year term basis should reduce annual costs of the system by approximately 25%. In making these decisions, we must keep in mind not just the benefits to UWF students and faculty (and, as a by-product, staff), but also our mandate to comply with SACS Comprehensive Standard 3.4.12 and its requirement that "students have access to and training in the use of technology."

**9. Resource matching commitments from other organizations/sources (identify organization and amounts), if applicable.**

ITS will provide developer resources to integrate Atomic Learning into MyUWF and the CAS authentication system. ITS will also provide "marketing" and promotional materials for the tool; will evangelize the tool to students and faculty; and will work with Human Resources and the Academic Technology Center to promote use of the tool in their services. Should the pilot prove successful, ITS will also give high priority to funding the second year licensing costs for Atomic Learning when allocating carry-forward funding for fiscal year 2015-2016, as part of a plan to continue use of the system while ongoing E&G funding is sought.

**10. Individual responsible for reporting and accountability, along with contact information.**

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