LAMAR STATE COLLEGE ORANGE
ONLINE COURSE PROPOSAL FORM

1. Choose One:
   ☐ New Course
   ☐ Existing Course (Already in the LSCO inventory)

2. Course Information (Alpha / Numeric / Name):
   New Course: ______
   To be offered in (Semester & Year): ______

   Existing Course: ______
   To be offered in (Semester & Year): ______

3. Division: Choose One: Proposer: ______

4. Co-Developers: ______

RECOMMENDATION SIGNATURES:
SIGNATURE BOX FOR COMMITTEE USE ONLY

Division Director:
Signature: ________________________    Date: ________________
Comments: ________________________

Distance Education Committee:
☐ Recommended
☐ Not Recommended
☐ Tabled
Signature: ________________________    Date: ________________

Vice President for Academic Affairs:
☐ Recommended
☐ Not Recommended
☐ Tabled
Signature: ________________________    Date: ________________
5. Course Description.

6. Course Prerequisite and/or Co-requisite.

7. Please specify how this course will be delivered.
   - 100% Web-based (online only)
   - Hybrid (online + meet in physical classroom)

8. Does the syllabus include student learning outcomes?
   - Yes
   - No

9. Which of the following course materials do you plan to use for the online course?
   - Textbooks
   - Textbook Exercises
   - Vocabulary Exercises
   - Case Studies
   - Study Guides
   - Maps
   - Word Documents
   - Spreadsheet Documents
   - Database Documents
   - Other

10. Which of the following teaching and assessment methods do you plan to use for the online course?

<table>
<thead>
<tr>
<th>Teaching Methods</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class Discussions</td>
<td>Graded Discussions</td>
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<tr>
<td>Debate</td>
<td>Peer Assessment</td>
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<tr>
<td>Written Assignments (long/short)</td>
<td>Written Assignments (long/short)</td>
</tr>
<tr>
<td>Group Work</td>
<td>Group Assessment</td>
</tr>
</tbody>
</table>
11. Which of the communication tools listed below do you plan to use? Briefly explain the techniques you could incorporate to make them more effective.

- Discussion Board *(required)*
- Email *(required)*
- Chat:
- Collaborate:

12. What modules in the Blackboard (Bb) faculty online training you have completed? How would you rate your familiarity with each? *(Check all that apply)*

- Bb: Planning Your Course
- Bb: Course Building Basics
- Bb: Using Course Files (Content Collection)
- Bb: Presenting Your Content
- Bb: Evaluating Your Content
- Bb: using Collaborate Ultra
- Bb: Communication Overview
- Bb: Creating Discussions
- Bb: Creating Assignments
- Bb: Creating Tests
- Bb: Grade Center Basics
- Bb: Grade Center Advanced
- Bb: Creating Accessibility Courses

Lowest: 1 | 2 | 3 | 4 | 5 | Highest: 1 | 2 | 3 | 4 | 5
13. What training(s) would you like to attend (i.e., Blackboard, ProctorU, Microsoft Suite, etc.)?
(Please describe)