



Endorsement Form for Adaptive Course Design with Realizeit

Request Description

Faculty interested in designing an adaptive course using the Realizeit platform must submit 1) an application to the Office of Distance Learning and 2) an endorsement form signed by their department head. In endorsing this application, the department head also commits to adding the adaptive course to the schedule of classes for the next available term.

Adaptive Course Design Process

The design process includes three phases, assisted by an instructional designer.

Phase 1: Planning

- Identifying Course/Module Learning Objectives
- Defining and Aligning Modules and Lessons
- Defining Prerequisites

Phase 2: Development

- Providing Lesson Content
- Creating Activities and Assessments
- Finalizing Grading Options and Instructions

Phase 3: Delivery

- Defining Due Dates for Modules
- Linking Modules to Moodle
- Discussing Common Student Issues

Stipends

Under guidelines set forth by the University, departments may offer stipends for certain online and hybrid course development and improvement activities. More information can be found on the Distance Learning website at <https://distancelearning.louisiana.edu/Support>.

Submit this form to distancelearning@louisiana.edu. Realizeit Course applications are **not complete** until this endorsement form is received by Distance Learning.

Applicant Signature

I agree to complete the requirements for this project as stated in this application.

Applicant Signature

Date

Departmental Endorsement

I have reviewed and endorse submission of this application.

Department Head Signature

Date