

# Pressbook Application

This proposal form is one piece of the complete proposal packet. Other pieces are:

- Signed letter of agreement (Application)
- Course Syllabus (listing currently required or optional course materials)

Please complete this application then compile and email these documents with the subject line:  
Pressbook Application to: [pressbooks-group@uwf.edu](mailto:pressbooks-group@uwf.edu)

Please allow sufficient time to complete the application. Please be sure to respond to all questions unless otherwise indicated. Thank you! We look forward to reviewing your proposal.

## Applicant Contact Information

### Course redesign PI or Team

- First Name:
- Last Name:
- Title:
- Email:
- Phone:
- Department:
- Program:
- Course Name and Number:
- Course level (GE, undergraduate, graduate)
- Mentor:

### Faculty Co-Applicant (if any)

- First Name:
- Last Name:
- Title:
- Email:
- Phone:
- Department:
- Program:

## Overall Project Information

- Brief description of proposed project:
- What need(s) do you hope to address by developing the proposed open educational resource?  
Be as specific as possible.
- How will this work support students?

- What semester(s) is the course usually taught?
- When do you plan to first use the proposed open educational resource in a course?
- What is the average (per semester) course enrollment?
- What text(s), software (homework or other software types), or equipment/supplies are currently required for the course and how much do they cost? Please include titles and editions or ISBNs.
- What is the current textbook cost? (List required)
- Have you received an ACE Award or applied and were allowed to create a book, Did you complete and publish it? Did you provide a pdf to the institutional repository?
- How will this book differ from other books you have authored?

## Proposed Timeline (Average 1 – 18 months)

- When do you plan to begin working on the project?
- How long do you estimate it will take you to complete the project (include completion date):
- When would you anticipate major revisions/new edition? (Years?)

\*Note: Incomplete, unpublished, and inactive books may be removed from the Pressbooks platform after 24 months

## Technology and Environments

Do you have any preferences regarding tools or technologies for authoring or creating your project? Pressbooks? PDF?

- Yes (please explain)
- No
- Not sure

## Project Development

Potential for OER adoption: Describe why you believe the course could be designed to use OERs effectively to support high-quality student learning. Provide evidence that at least 50% of the materials could be OER or zero cost to student. (e.g., scholarly journal articles or other library resources)

- Do you plan to use work you've already created as part of this project? (This is allowed if you still own copyright.) or Do you expect to write or create a significant amount of new, original content for this project? If so, please describe.
  - Definitely yes

- Probably not
  - Definitely not
  - I'm not sure
- Do you plan to use existing openly licensed /Creative Commons licensed materials as part of this project?
    - Yes (please describe)
    - Maybe
    - No
  - Will you need assistance in locating existing openly licensed /Creative Commons licensed materials for incorporation in this project?
    - Yes (please describe)
    - Maybe (please describe)
    - No
  - We require all OER produced through this grant program to be licensed with a Creative Commons Attribution (CC BY) license. Please help us to understand your level of familiarity with Creative Commons licenses.

\*Note: Please do not include sensitive, confidential or proprietary materials that can't be share with the public.

## Peer Review / Quality Assurance

- Describe how you will obtain and incorporate feedback from faculty peers or students prior to completion:

## Impact / Implementation

- How will the proposed open educational resource reduce student learning costs? (select all that apply)
  - Replaces a textbook(s)
  - Replaces homework software
  - Other
- Please describe the adoption potential for this type of course material in your discipline.

## Assessment

- Please describe how you will assess the output of your project after completion (e.g. user evaluations, formal research project, etc.):
- Describe how you will measure the impact of your project on students:

# Agreement

Are you willing to comply with the following grant requirements? Yes/No

- Publicly share your course materials using Creative Commons Attribution (ex. CC BY).
- Use only grantee authored, Creative Commons licensed (derivatives authorized), or Public Domain works in your OER.
- Implement your OER in your course.
- Propose and implement an OER impact study of your design and choosing.
- Attend Copyright/Creative Commons, OER/OA, and Pressbooks workshops
- Commitment to participate in additional campus events to discuss or promote the use of Open Educational Resources
- Commitment to continue using OERs or low-cost materials in the course and make course improvements when appropriate
- Place a PDF in the Argo Scholar Commons
- Any and all content permissions should be retained by the author

For questions or comments, please contact Cindy Gruwell [cgruwell@uwf.edu](mailto:cgruwell@uwf.edu), 850-474-2358 or Chris Levesque [clevesque@uwf.edu](mailto:clevesque@uwf.edu), 850-474-2957.

Please note that other elements of a complete proposal packet must be sent as email attachments via email to: [facultysupport@uwf.edu](mailto:facultysupport@uwf.edu) with the subject line: Open Education Grant Application.

- Course Syllabus (listing currently required or optional course materials)
- Signed agreement
- Letter from chair confirming applicant will be instructor of record for one or more sections
- Letter from mentor (if using one) agreeing to participate in the project and explaining his/her experience with using, adapting, or developing OERs

Signature \_\_\_\_\_