

Instructor's Information Sheet for Internet/Web/Web Enhanced Courses

Instructors of Internet courses should provide the information requested in this document. It will be used by Odessa College's Internet course reviewing authority to help determine if the course complies with the *Principles of Good Practice* as described in OC's *Institutional Plan for Distance Education and Off-Campus Instruction*.

Basic Information

Instructor _____

Name and number of course _____

Department _____

Web address of course _____
(provide any necessary login and password information)

When will the course be offered? _____

Textbooks and ISBN numbers _____

Will this course be listed with the Virtual College of Texas?

_____yes _____no

Technical Information

Will the course reside on the Odessa College server?

_____yes _____no

Name the platform or platforms on which the course has been developed. (For example, Blackboard, Course in a Box, Front Page, Netscape/Explorer, Adobe GoLive, commercial publisher's Website, etc.)

The following information applies only to components of the course that reside on the Odessa College server:

- Video clips
Number of segments _____
Length of longest segment _____

- Audio clips
Number of segments _____
Length of longest segment _____

- Discussion/Chat
 - Live chat
 - Blackboard _____
 - Other _____
 - Asynchronous discussion
 - Blackboard _____
 - Nicenet _____
 - Other _____

Copyright Statement

To the best of my knowledge this course does not infringe on any copyright or fair use issues.

Statement of Responsibility

I disclaim any responsibility for the content of external Internet sites. References and links to external sites should not be taken as an endorsement, by either the instructor or Odessa College, of opinions, audio/visual content, or services provided at those sites.

Signature _____ Date _____

Chair _____ Date _____