**PROJECT PROPOSAL FORM**

**TECHNOLOGY ENHANCED LEARNING (TEL) FUND**

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| Technology Enhanced Learning (TEL) as an instructional method is about helping students achieve the learning outcomes in the course by using technology to positively influence learning behaviour, and enhance knowledge construction and social interaction. At SMU, CTE supports TEL through funding support, pedagogical consultation and evaluation of student learning. The grant can be used to support projects to enhance:* **Personalised learning**

These include, but are not limited to, the development of innovative, interactive and engaging digital content in the form of single-player games and simulations, virtual reality tools, and self-paced digital tools that provide learners with choices in the learning process or have adaptive features to cater to the learning progression of students. * **Collaborative and interactive learning**

These include, but are not limited to, the development of immersive and engaging multiplayer team-based games and simulations that enhance collaborative learning. * **Experiential learning**

These include, but are not limited to, the development of tools that facilitate learning through innovation and knowledge production, and/or participatory learning and action.*Important Note: The project is intended for teaching and learning purposes within SMU. For faculty who wish to publish or share the findings from this project on external platforms, please furnish us with a relevant IRB application, if available.* |
| **Name and Designation of Applicant(s)** |  |
| **School** |  |
| **Title of Project** |  |
| **Course/s Targeted** |  |
| **SMU-IRB Approval Number (if applicable)** |  |
| **CTE Member Contact** |  |
| **Alignment to TEL Framework***(please indicate with an X on fields that apply)* | **Personalised Learning** | **Collaborative and Interactive Learning** | **Experiential Learning** |
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| **1. Project Summary***(Please describe how this TEL project could benefit your course in the area of enhancing Personalised Learning, Collaborative and Interactive Learning and/or Experiential Learning)* |
| 1. Point of Reference: How is this topic/course currently taught? What are some challenges that you face when you are teaching this topic/course?
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| 1. Justification:
	1. How would this TEL project support you in addressing some of the abovementioned challenges? What are the potential trade-offs in developing and using the proposed TEL tool? (e.g. initial learning curve for students, additional time and effort required etc.)
	2. Where applicable, describe how the proposed TEL tool would impact:
* Graduate/Program/Course/Lesson Learning Outcomes (please specify the specific LOs),
* classroom/student learning experience/satisfaction,
* group behaviour,
* potential time-savings/more efficient use of class time.
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| **2. Genre of Digital Learning Resource***Select and describe the type of digital learning resource that would be developed/supported by the TEL fund.*

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| **Genre** | **Tick** | **Description** |
| Adaptive digital tool |  |  |
| Self-paced digital tool |  |  |
| Interactive and immersive single-player game/simulation |  |  |
| Collaborative team-based game/simulation |  |  |
| Learning Analytics |  |  |
| Others |  |  |

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| **3. Potential Impact and Benefits***Please list down the figures accordingly. If you are unsure of certain figures, please provide the most likely estimate.*

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| **Description** | **Impact and Benefits**  |
| 1. Number of sections/students impacted per year
 | No. of sections/students (main applicant): No. of sections/students (colleagues):  |
| 1. Number of hours students would dedicate to achieve learning objectives
2. Number of hours instructors would dedicate to achieve learning objectives
 | Estimated number of student hours prior to the use of the TEL tool: Expected number of student hours with the use of the TEL tool:Estimated number of instructor hours prior to the use of the TEL tool: Expected number of instructor hours with the use of the TEL tool: |
| 1. Student satisfaction

(1= Very Dissatisfied to 5= Very Satisfied) | Estimated satisfaction prior to the use of the TEL tool: Expected satisfaction with the use of the TEL tool: |
| 1. Expected % increase in achievement of learning outcomes as a result of the proposed TEL tool, (if any)

(E.g., from 70% to 80% outcomes = 10% increase) | Estimated achievement of learning outcomes prior to the use of the TEL tool: Expected achievement of learning outcomes with the use of the TEL tool: |
| 1. Other foreseeable benefits for faculty and/or students (e.g. Potential use of developed TEL by other faculty members)
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| **4. Evaluation**CTE is committed to supporting faculty in improving teaching and learning practices through TEL. This is done by developing a pedagogically-sound implementation and evaluation plan linked to the original learning objectives of the project.As part of the evaluation plan, faculty members applying for TEL funds must commit to using a standardised instrument for evaluating the impact on learning. For certain projects which may require more in-depth studies, CTE would also like to seek your support by facilitating CTE’s access to students (e.g. focus groups discussions), providing input to questionnaire design, and supporting experimental studies of student learning outcomes (e.g. setting up control groups, conducting pre-post tests), where needed. Yes, I am willing to support and work with CTE to evaluate the impact on learning. (Please tick) |
| **5. Contribution towards Knowledge-Building**CTE would like toinvite you to share your experiences on how this TEL Project has helped to enhance learning outcomes. Through contributing to a larger body of knowledge, we aim to advance scholarly teaching and learning in SMU. Please indicate which platforms you would like to share your experiences at and to provide specific remarks, when necessary.

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| **Description** | **Tick** | **Remarks** |
| Sharing of TEL project learning experiences at one of CTE events (e.g. TEL Lunchtime Series, Learning Innovation Festival) or external events |  |  |
| Sharing of the use of the developed TEL tool within one academic year from the completion of the project (e.g. across same course, external partners in the [AUN-TEPL](https://www.auntepl.com/) network; Upload on MERLOT platform) |  |  |
| Writing one Case Study and Teaching Note regarding the use of the TEL tool within one academic year from the completion of the TEL  |  | Please indicate your interest to work with the Case Writers from the Centre for Management Practice |
| Presenting findings at one conference, e.g. poster, paper, symposium, workshop, roundtable discussion within one academic year from the completion of the TEL project  |  | Name of Conference (if any) |
| Submission of one manuscript to a peer-reviewed journal within two academic years from the completion of the TEL project |  | Name of peer-reviewed journal |

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| **6. Proposed Project Implementation Timeline**

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|  | **Project Milestones and Deliverables** | **Targeted Completion Date** | **In-Charge** |
| 1 |  |  |  |
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| **7. Vendor Recommendation and Projected Costs** *(for CTE’s internal use only)*

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| **Description** | **Remarks** |
| Project Costs |  |
| SelectedVendor (if any) |  |
| Research / Student Assistants (if any) |  |

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| **8. Intellectual Property and Copyright Origin of Project Idea/Concept**How did the idea for this project come about? (please tick)The idea for this project is original and was conceptualised by me (and/or with the help of colleagues/staff from SMU). To my knowledge, I have not seen the use  of, or depiction of this idea, outside of SMU.This project is a derivation or an adaptation of an idea originally based on a teaching resource e.g. textbook/website/video (Please provide details below)Details (if any): |
| **9. Acknowledgement of terms of use under SMU’s Intellectual Property Policy**“In accordance with Singapore Management University’s (“SMU”) Intellectual Property Policy, I understand that the intellectual property to the technology as a result of this project (including all art assets, source codes, visual and audio collaterals) and other intellectual property rights that are derived from this project will be wholly owned by SMU. Notwithstanding the forgoing, SMU agrees that I will be allowed to use the result of this project for the sole purpose of teaching and research, within SMU.” Yes, I have read, understand and acknowledge to the terms of use under SMU’s  Intellectual Property Policy. (Please tick) |
| **Project Selection Criteria** TEL projects are expected to make significant contribution to the SMU teaching and learning community and are selected through a merit review process based on, but not limited to, the following criteria:1. Potential impact of project on student learning* Proposal should include the extent and context of which the project enhances learner engagement and/or improve learning outcomes
* Alignment of learning objectives to desired graduate learning outcomes

2. Quality of proposal * Proposal should include high-quality, detailed implementation plans that build on best practices for implementation
* Proposal should also include the appropriate indicators for measuring the learning outcomes

3. Contribution to knowledge-building* Uniqueness of project
* Scope of project is in a relatively new area of study in relation to existing knowledge in SMU
* Projects which provide comparison studies of learning outcomes with and without the introduction of the TEL tool would be favoured

4. Potential for scalability* Potential for the project solution to be implemented in new contexts (e.g. the implementation of an idea from one faculty to another)
* Potential for project solution to be adapted and implemented across different courses

5. Potential for sustainability * The faculty member is expected to be able to contribute to the propagation of use of the TEL tool to enhance teaching and learning at SMU
* Potential for the project solution to be used for several iterations, preferably for at least 5 years
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| **Prepared by:**(Name of Faculty) |  |  |
| (Designation, School/Centre) |  | Date |
| **With inputs from:**(Name of CTE staff) |  |  |
| (Designation), Centre for Teaching Excellence |  | Date |
| **Vetted by:**(Name of CTE staff) |  |  |
| (Designation), Centre for Teaching Excellence |  | Date |
| **Approved by:**(Name of CTE Director) |  |  |
| Director, Centre for Teaching Excellence |  | Date |
| **Endorsed by:**(Name of School’s Dean) |  |  |
| Dean, (School) |  | Date |
| **Approved by:** |  |  |
| Vice Provost (Education) |  | Date |

**End of Proposal Form**