**E-Learning Production Scheme – Application form**

Fields with an **\*** are mandatory.

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| **Your details** |
| **Full name\*:** |  |
| **School, Department or Institute\*:** |  |
| **QMUL telephone extension\*:** |  |
| **Email address\*:** |  |
| **Agree to meet your E-learning Unit Contact between 10/01/19 and 25/01/19** | **Yes / No** |
| **Your project***Use this section to tell us about the project you have in mind. Please enter enough detail to give us an idea about what it will involve, but don’t worry if you aren’t sure about the specifics – we will talk those through with you later.* |
| **Project title:***Please provide a short meaningful title that we can use on our website* |
| **Summary:***A paragraph outlining what your project is all about? Where you will be when the project has finished* |
| **Project description\*:***A brief description of your teaching context, what you would like to do, intended outcomes and why you need extra resource to do it. (max 1000 words)* |
| **Provide evidence that students support this idea/project:***Teachers can pitch their idea to their students and gather feedback. e.g. a teacher shared their project in the class or in a discussion forum in QMplus and found out that majority of the students agreed. They can either mention this in their application or provide a link to the discussion forum where they asked for their feedback.* |
| **Intended start:***When would you like to get started?* |
| **Deadline:***If there is a date by which this project would need to be ready, please enter it here.* |
| **E-learning Assistant:***What work do you envisage an E-learning assistant would do for this project?Are there any skills they might have that would be most helpful to you?**Do you have a student who can fulfil this role?*  |
| **Previous contact?** |
| *Have you already been in touch with the E-learning unit about this project in any way (We would recommend that you do so)? If you have who did you speak to?* |

When you have completed the form please email it to: elearning@qmul.ac.uk with the subject line: ‘**Application for E-learning Production Scheme**’.