

# Centre for Learning, Teaching and Technology (LTTC)

*Enriching the Learning Process with Technology*

## Project Development Request Form

(We welcome any innovative project relating to the integration of technology in education. The project nature can range from Courseware Design to Learning Resources Development etc)

Project Title

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### 1. Requestor(s)' Information

#### Project Leader

Name: (Prof/Dr/Mr/Mrs/Miss) \_\_\_\_\_

Department/Centre/Office \_\_\_\_\_

Contact Number: \_\_\_\_\_ (off) \_\_\_\_\_ (mobile, optional)

E-mail \_\_\_\_\_

#### Project Co-ordinator/Research Assistant

Name: (Prof/Dr/Mr/Mrs/Miss) \_\_\_\_\_

Department/Centre/Office \_\_\_\_\_

Contact Number: \_\_\_\_\_ (off) \_\_\_\_\_ (mobile, optional)

E-mail \_\_\_\_\_

### Scope of Project

- Individual initiative
- Departmental, supported by Head of Department/Centre/Office
- Internal funded grant  
Name of funded grant: \_\_\_\_\_  
Approved amount: \_\_\_\_\_
- External funded grant  
Name of funded grant: \_\_\_\_\_  
Approved amount: \_\_\_\_\_

### Level of Impact

The Project will benefit:

- Programme Level
- Subject Level (e.g. General Studies, Mathematics)
- Module Level

### 2. Project Details

#### 2.1 Project Abstract

Please briefly describe your project and what you intend to develop

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**2.2 Learning Problems**

What are the identified learning problems that this project will address?

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**2.3 Enhancement of Teaching/Learning Activities**

Please describe the educational objectives for your project.

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**2.4 Integration**

Please explain how the project will be integrated into a total teaching and learning package.  
How much time will students work with the product?

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**2.5 Delivery**

How many students will make use of the project? What is the delivery mechanism?

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- Audio : \_\_\_\_\_
- Video : \_\_\_\_\_
- CD-ROM : \_\_\_\_\_
- Web-based : \_\_\_\_\_
- Blackboard Integration : \_\_\_\_\_

**Remarks: Please note that the media production outcome of LTTC is the property of HKIED. Both the requester and LTTC share the same right to use the produced media outcome for teaching, learning and promotional activities in HKIED.**

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