**Course Name:
Developer:
Instructional Designer:**

Has this course been taught previously? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

If yes, please submit a copy of the syllabus if you haven’t done so already.

If you are refreshing an existing online course, have you reviewed the Online Course Review Form that was submitted with the development request? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

If you are refreshing an existing online course, please describe the types of changes you anticipate making. You can include items such as add content, change assignments, update videos, add rubrics, and update textbook.

Description:

Please estimate the percentage of the course you will be changing (ex. 50% of the course will change). \_\_\_\_\_\_\_\_\_\_

Will you be utilizing publisher‐provided materials such as textbook companion sites, simulation sites, third-party courses, etc. as part of your online course? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

If yes, please estimate the percentage of your materials that will come from these sources (ex. 30% of course materials will be from MyLab Economics). \_\_\_\_\_\_\_\_\_\_

**Course Materials:**

Please list ALL textbooks, software, etc. that students must purchase for the course. Include the following details for each (if applicable):

* Name
* Edition number
* ISBN
* Copyright date
* Publisher
* Date next edition/update will become available ***(IMPORTANT: This information must be obtained from the publisher before work on the course begins.)***

For electronic materials such as eBooks, instructor resources, simulations, etc., please provide access information so your instructional designer can review the materials.