

義守大學 學年度第 學期數位學習課程認證申請表

I-SHOU UNIVERSITY Application Form for Accreditation of e-Learning Courses in the ____ Semester of Academic Year

Filling Date: (Y)/ (M)/ (D)

授課教師 Course Instructor		職稱 Academic Rank		所屬學系 Department	
課程名稱 Course Title			課程代碼 Course Code		
必/選修 Required/Elective			學分數 Credits		
修讀對象年級 Target Students			預計修課人數 Expected Course Enrollment		
授課時間與節次 Time/Class Session(s)			課程公告網址 Website of the Course	https://moodle.isu.edu.tw/	
數位教材類型 (可複選) Type of Digital Teaching Materials (Tick all that apply)	☐ 甲類(多媒體動畫): 應用動畫軟體(如Flash、3D Studio Max、Maya、Director等)製作教材並呈現於網路。Type A (multimedia and animations): Use animation software (e.g. Flash, 3D Studio Max, Maya, and Director) to produce teaching materials and present them on the Internet. ☐ 乙類(影音串流): 將投影片、相關教材結合聲音及影像講解錄製並呈現於網路。Type B (streaming): Combine PowerPoint slides and relevant teaching materials with audio and video recordings and present them on the Internet. ☐ 丙類(聲音講解): 將投影片、相關教材結合聲音錄製並呈現於網路。Type C (oral presentation): Combine PowerPoint slides and relevant teaching materials with audio recordings and present them on the Internet. ☐ 丁類(實作課程錄影): 錄製實作課程並剪輯完成而呈現於網路。Type D (recording hands-on courses): Record hands-on courses, make post-production editing, and present them on the Internet. ☐ 其它, 請說明(需能呈現於網路): Others. Please specify (which can be presented on the Internet): 補充說明 Additional Notes: 依教育部來文規定每一份數位教材影片, 皆需要增加字幕。According to the Ministry of Education's official directive, subtitles must be added to every digital teaching video.				
教學方式 (可複選) Teaching Methods (Tick all that apply)	授課時數 二分之一以上 以遠距方式(線上同步和非同步)進行。To be accredited as an e-learning course, the course should more than ½ of the teaching hours be conducted online synchronously and asynchronously. ☒ 線上同步教學(授課週次至少九分之一以上) Synchronous Online Teaching (at least one-ninth of the teaching week) 同步教學 synchronous online teaching: ____ 次 times, 總時數 total ____ 小時 hours 同步教學週次與實施時間 synchronous online teaching (week no. and time): ☒ 線上非同步教學 Asynchronous Online Teaching 非同步教學 asynchronous online teaching: ____ 次 times, 總時數 total ____ 小時				

	hours 非同步教學週次與實施時間asynchronous online teaching (week no. and time): ☐ 面授教學Face-to-face Teaching 面授教學face-to-face teaching: ____次times, 總時數total____小時hours 面授教學週次與實施時間face-to-face teaching (week no. and time) :
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申請人簽章**Electronic Signature of Applicant:**

主管簽章**Electronic Signature of the Department Chair:**

數位學習課程計畫書 **Proposal for e-Learning Courses**

課程名稱 **Course Title:** _____

I. 課程特色及目標 Course Features and Objective

1. 課程特色(300字以上) **Course features: (at least 300 words)**

2. 課程目標(300字以上) **Course objective: (at least 300 words)**

3. 與前次執行之差異性 **Any differences from the previous course implementation:**

II. 教學設計Course Design

週次 Week	教學單元主題 Topic	授課方式(同步/非同步/面授) Teaching Methods(Synchronous/Asynchronous/Face-to-face)	檢核方式 Assessment (Note 1)	師生互動 Teacher-student Interaction (Note 2)	同學互動 Peer Interaction (Note 3)	學習評量 Performance Evaluation (Note 4)
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18						
Note 1: The course instructor offers teaching activities that are complementary to each topic to assess learners' learning progress, e.g. assignments, online tests, case study, role play, and discussion. Note 2: The course instruction can respond to learners' questions at the online forum and actively join in discussions with learners. The course instruction is advised to join in asynchronous course discussions, and the teaching assistant can assist in replying to questions. Note 3: During the period of asynchronous teaching, learners have plenty of opportunity to exchange points of view on the course with one another. The breadth and depth of discussions should be taken into consideration. Note 4: Performance evaluation methods should be designed based on the course objective and the teaching materials used. Tests or evaluation activities should be available online, and the test result and/or feedback should be provided as well. Note 5: "Assessment," "Teacher-student Interaction," "Peer Interaction," and "Performance Evaluation" shown in the table above are not necessarily required for each week. The course instructor may make flexible arrangements in accordance with the guidelines announced by the Ministry of Education.						

III. 經費預算表 Budget Plan

經費項目Item		單價 Unit Price	單位 Unit of Measurement	數量 Quantity	金額 Subtotal	說明 Purpose
業務費 Operational Expenses						
雜費Incidentals			式	1		The maximum amount should not exceed 6% of the operating expenses.
總計Total						
註： 1.課程執行期間申請補助， <u>每一學分至多新臺幣伍千元</u> ，補助金額依推動委員會決議調整。 2.經費項目說明 (1) 可編列課程製作、執行所需物品，如隨身硬碟、耳機麥克風或其他消耗品及非消耗品等。 (2) 業務費不能編列印刷、紙張、碳粉匣等，僅能編列在雜支。 (3) 雜費：業務費6%為上限。 Notes: 1.The maximum subsidy amount is NT\$5,000 per credit. The exact subsidy amount will be determined by the e-Learning Promotion Committee. 2.Subsidy items include: (1) Items related to course production and execution, such as external hard drives, headset microphones, or other consumables and non-consumables, may be included in the budget. (2) Expenses for printing, paper, toner cartridges, etc., cannot be budgeted under Operational expenses and can only be included under Incidentals. (3) Incidentals: no more than 6% of the operating expenses.						

IV. 數位教學助理 Teaching Assistant

數位教學助理預定執行規劃及工作內容 Expected executive plan and work content of Teaching Assistant	數位教學助理預定執行規劃Expected executive plan of Teaching Assistant
	數位教學助理預工作內容Work content of Teaching Assistant