

ATEP Web Meeting – March 28, 2012

7 PM – 8:30 PM Eastern Time

FULL TEAM AGENDA

- **Update from Media Development Team**
 - **Review of the use of the Moodle atep.techlit.org**
 - **Reviewing the Use of Content and Multimedia Templates**
- **Review of Cengage Requirements and Permissions (Mary Clyne)**
- **Brief Time Line Review**
- **Planning for May Meetings with Teams**
- **Preliminary Planning for Summer Meeting**
- **Update from Team Leaders and Team Members**
- **Announcements and Next Meeting Dates**

Updates from Media Development Team

Content Page Size – 300 words or less

Images/Multimedia - E&T provides a starting point, but feel free to use external sources as well. Please remember to identify the source of the image and make initial contact with the representative of the source. Send details to Mary Clyne.

Assessment Questions - You will recall from our last meeting that the revised template does allow for the use of assessment questions at the end of any chunk of text. The questions can act as a gateway to the next section and allow routing to remediation. Save questions until a topic has been completed (which might comprise a number of pages) before using questions. Assessment questions can also be used at the start of a topic to test prior knowledge, particularly for a topic that you might consider has to be based on a thorough understanding of underlying concepts. Feel free to add them to the introductory template if appropriate.



Review of Cengage Requests

Domain: ___ X ___ Biology and Chemistry By Design Team Leader/Co-PI ___ Linnea Fletcher ___

Module: ___ X ___ A ___ B ___ C ___ D

Chapters: 1-1 and -2

Chapters to be used from Engineering and Technology Text

Major Topics and Weeks per Topic for this Module		
	Lead Writer	Weeks of Instruction
<i>The Changing World of Biotechnology</i> <i>Defining Biotechnology and the Controversy that Surrounds it</i> <i>Plant and Animal Domestication</i> <i>The Beginnings of Bioprocess</i>	Fletcher	1-2
<i>Foundations of Modern Biotechnology</i> <i>Raw Materials for the Modern Biotechnologist</i> <i>Recombinant DNA Technology</i> <i>PCR Technology</i> <i>DNA Sequencing and the Human Genome</i> <i>Bioinformatics</i> <i>Projects Related to the Human Genome Project</i>	Fletcher	3-5
<i>Applying Modern Biotechnology</i> <i>Biotechnology By Design</i> <i>Modern Product Development</i> <i>Medical Applications</i> <i>Case Study: rhinsulin as a Commercial Product</i> <i>Environmental Applications</i> <i>Energy Applications</i> <i>The Future of Biotechnology</i> <i>Core Skills for a Biotechnologist</i> <i>Careers in Biotechnology</i>	Fletcher	6-8

Using the Writing Template

Key Points

Module Intro	1 screen; 300 words max; at least 1 media element
Section Intro	1 screen; 300 words max; at least 1 media element
Topic Screens	<ul style="list-style-type: none">▪ Use your outline to budget # of screens, # of words▪ Plan your use of media▪ 300 words per screen <i>maximum</i>; no minimum

Housekeeping Pointers

Author Guidelines are on our website: www.hofstra.edu/ATEP

Document any direct text sources in detail

Document figures picked up from E&T: Thumbnail, Fig #, and page

Complete *all areas* of the template:

- ✓ Module pre-requisites, and hints for teachers
- ✓ Section standards, learning objectives, vocabulary *and* definitions
- ✓ Topic assessments: at *last* topic screen
- ✓ Teacher notes and instructions: where relevant

Permissions

See Directory of Rights and Permissions for ATEP Authors

Here's the URL:

ftp://ftp.cengage.com/Rights%20and%20Permissions_For%20ATEP%20Authors/

Here's what's available at that URL:

[CL Delmar Permission Request Form 091707.doc](#)

[Cengage Permissions Policies](#)

[Global - Asset Control Sheet v1 \(2011-09-16\).xlsx](#)

[List of Public Domain Free Low-Cost Sites 09-01-09.pdf](#)

[Model Release.doc](#)

If you use Windows Explorer to open the page, you'll get a nice folder view. You'd only need the password once, then you can download the entire folder.

username: mclyne password: 3ny19

Project Timeline

**April 1, 2012 –
May 31, 2012**

Microtest Module A

June 2012 --
August 2012

Finalize Module A
Begin development of Module B

January 2013

Finish Module B

February 2013

Pilot test Module A

April 1 2013

Pilot test module B



***Planning for
May and Summer Meetings
With Teams***

The background is a dark blue wireframe grid. On the left, there is a profile of a human head, also rendered in a wireframe style. On the right, there is a structure resembling a globe or a dome, also in a wireframe style, with a central point from which lines radiate outwards.

***Updates from Team Leaders
and Team Members***

ANNOUNCEMENTS

Next Team Meetings (Web-based):

**April 18, 2012 - Management Team Meeting
(Ann Moderates)**

May 9, 2012 - Full Team Meeting (Jim Moderates)

Face-to-Face Team Meetings

May 5, 2012 Austin Texas (BIO and ICT Teams)

**May 12, 2012 Platt Technical HS, Milford, Connecticut
(MMT Team)**

**Denver: July 27-29. Please contact Lois Miceli to
make arrangements Lois.m.miceli@hofstra.edu**

Rotating Meeting Leadership

Date/Time	Participants	Webex Leader	Agenda Items by
October 12, 2011, 7:00 PM eastern	Full Team	Mike	10/5/11
November 2, 2011, 7:00 PM eastern	Management Team	Mike	10/26/11
November 21, 2011, 7:00 PM eastern	Full Team	Gordon	11/16/11
December 14, 2011, 7:00 PM eastern	Management Team	Gordon	12/7/11
January 4, 2012, 8:00 PM eastern	Full Team	Karen	12/28/11
January 25, 2012, 7:00 PM eastern	Management Team	Karen	1/18/12
February 15, 2012, 7:00 PM eastern	Full Team	Ann	2/8/12
March 6, 2012, 7:00 PM eastern	Full Team	Linnea	2/29/12
March 28, 2012, 7:00 PM eastern	Full Team	Linnea	3/21/12
April 18, 2012, 7:00 PM eastern	Management Team	Ann	3/11/12
May 9, 2012, 7:00 PM eastern	Full Team	Jim	5/2/12
June 11, 2012, 7:00 PM eastern	Management Team	Jim	6/4/12
June 20, 2012, 7:00 PM eastern	Full Team	Tony	6/13/12