



OREGON STATE UNIVERSITY
FORESTRY MEDIA CENTER
PROJECT PROPOSAL

The purpose of this form is to help those involved with the project develop a common vision of expectations, costs, and benefits. Typically it will be developed by the Project Leader together with a representative from the Forestry Media Center.

1. Project Leader (principal faculty member): _____

2. Project Title/Course Name & Number: _____

3. Date: _____

4. Briefly describe the project—what’s being proposed, why it’s important, and who the primary audience is.

5. How will the final product reach its intended audience (briefly describe and indicate whether each is a primary or secondary mechanism).

- OSU classes: _____
- OSU Extension programs: _____
- OSU Continuing Education Programs: _____
- FMC Distribution System: _____
- Other (please specify): _____

6. Below are some of the tasks we help content experts accomplish in media production and instructional development projects.

MEDIA PRODUCTION:

- analyze audience
- identify objectives
- edit an existing script
- write the script
- develop a storyboard
- produce the program (take pictures, record narration, contract graphic artists, shoot film or video, edit, etc.)
- evaluate program
- develop support materials (viewer guides, instructor guides)
- other...

INSTRUCTIONAL DEVELOPMENT:

- analyze student characteristics
- identify course goals and objectives
- consult on alternative teaching methods
- evaluate testing instruments
- produce learning materials
- redesign a unit of a course
- redesign entire course
- other...

With these in mind, what role do you see the FMC playing in the development of your project?

7. Tentative Timeline:

Start date: _____

Completion date: _____

8. Are there any special limitations for your project (e.g. seasonal, personnel, locational)?

9. Any additional comments?

10. Proposed Budget (attached):

11. Funding Sources (potential or real; internal or external):

12. Project Approval:

Project Leader

Forestry Media Center

Department Head

Associate Dean for Instruction