

UCLA Memorandum

Office of Instructional Development
60 Powell Library Building
Mail Code: 141515

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DEANS, DIRECTORS, DEPARTMENT CHAIRS and ADMINISTRATIVE OFFICERS

Media Conversion Grants Available

In the spring of 2006, the Office of Instructional Development introduced its Media Conversion Grant Program. The response to this program has been very positive and we'd like to encourage you to continue to make your instructors aware of this program. Many instructors have slide images and video footage that they wish to use for the delivery of course information. Typically the media must be digitized so that it can be made available on course web pages, projected via classroom data projectors, or embedded into on-line documents. In order to facilitate conversion for such purposes, OID is offering Media Conversion Grants to faculty who teach regularly scheduled undergraduate university courses. These annual grants will provide the equipment and OID technician time to scan up to one hundred 35mm slides or two hours of videotape to improve and enrich undergraduate courses. The attached application forms outline the details of the program. These forms and additional information can also be found at www.oid.ucla.edu.

We hope that you'll take advantage of this program; if you have questions or comments, please contact me at 310-825-9140 or mlew@oid.ucla.edu.

Sincerely,



Michelle Lew
Associate Director, Instructional Technology
Office of Instructional Development

Attachments

2009-2010 Media Conversion Grant Application Form - Slides
2009-2010 Media Conversion Grant Application Form - Video