

## DLO Sample Team Plan ([bit.ly/dloplan](http://bit.ly/dloplan))

DLO team vision examples:

- Design technology-enhanced learning resources and activities to promote student success.
- Apply principles of inclusive and transparent teaching and universal design in DLO projects.
- Embed learning-centered strategies to cultivate a greater sense of social belonging for all students.

| Task   | Stakeholders | Due Date or Ongoing | Assessment and Metrics (what does success look like?) |
|--|--------------|---------------------|---|
| Set up priorities & goals  |              |                     |   |
| Align institutional & department strategic goals with DLO priorities & goals   |              |                     |   |
| Investigate gaps of services (specific user population, departments, information needs, etc.)  |              |                     |   |
| Identify technological and human resource considerations (style, accessibility, etc.) and limitations (budget, time, project management, etc.) |              |                     |   |
|  |              |                     |   |
| Develop partnership plans  |              |                     |   |
| Identify specific departments and liaison librarians to collaborate on DLO projects  |              |                     |   |
| Share library DLO work into campus-wide student success committees/initiatives   |              |                     |   |

|  |  |  |  |
|--|--|--|--|
| Identify existing faculty professional development venues, faculty meetings, etc. to assess needs, solicit feedback, and market new DLOs                   |  |  |  |
| Develop action plan to integrate DLO content into LMS and other platforms (website, blogs, mobile app, YouTube, etc.) to improve student learning outcomes |  |  |  |
|  |  |  |  |
| Accessibility, Inclusivity, Equity   |  |  |  |
| Develop accessibility toolkit and quick guide for DLO (videos, infographics, LibGuide) and identify the go-to person/ department for help                  |  |  |  |
| Establish partnerships with diverse campus stakeholders (distance learning, international students office, student organizations, etc.)                    |  |  |  |
|  |  |  |  |
| (Re) Design Cycle  |  |  |  |
| Content Audit  |  |  |  |

|  |  |  |  |
|--|--|--|--|
| Examine user information and learning needs utilizing campus data and emerging educational and design theories (student success data, Transparency in Teaching and Learning, etc.) |  |  |  |
| Evaluate content accuracy, usefulness, connection to ACRL framework, and delivery method based on the above needs assessment   |  |  |  |
|  |  |  |  |
| Tool Evaluation  |  |  |  |
| Revisit current DLO design tools (interactive, animation, audio, screencasting, etc.) based on pricing, user experience, accessibility, etc.                                       |  |  |  |
| Experiment new tools (inspiration from technology events, partnerships, web searching)   |  |  |  |
|  |  |  |  |
| Other  |  |  |  |
|  |  |  |  |

Inspired by OER/Affordability Team Sample Action Plan ([bit.ly/oeraction](http://bit.ly/oeraction)) by Magnuson & Borchard, “Evolving roles for librarians and sustaining value through OER initiatives”, presented at CARL Conference, April 15, 2018.