**Teaching and Learning with Digital Media**

**INSTRUCTOR – STUDENT AGREEMENT**

This agreement outlines the expectations and compensation for students and instructors who are participating in the Digital Pedagogies Project.

**About the project**

The Teaching and Learning with Digital Media Project is launching a pilot project with Carleton instructors to explore their perceptions of digital media in their teaching, specifically through open access (OA) educational resources and multimedia formats (MM).

This pilot project supports the development of course modules that utilize OA and, where appropriate, incorporate MM materials. With assistance of the project team, participating instructors have the ability to develop their OA pedagogical tools over either the summer or fall term to then launch their resources for courses running in the Fall 2023 or Winter 2024 term. There is also a stipend available to hire a current or past student or TA to assist in the development of the OA module.

This research is intended to create tools and resources to support faculty who wish to incorporate OA and MM materials in the future here at Carleton University. The data collected through the study will be used to inform research reports, conference presentations, and the development of open-access pedagogical tools for Carleton instructors.

**Expectations for assisting students:**

* You will work under the supervision of [instructor], completing course development tasks for one of their upcoming courses, [COURSE].
* The work is expected to take up about [#] hours of your time.
* The nature of the specific tasks for this work will be determined by the instructor.
* Upon completing the assigned work, the project will issue a one-time stipend to you, in the amount of $1000.
* The project team (Andrisani, Knezevic, McHarge) will be available for consultations any time you need additional support.
* Any changes to your start or end dates must be approved by the instructor.
* Any variations to the agreed number of hours, the nature of the tasks assigned to you, or any other changes to the assigned work must be approved by the instructor. Should a disagreement arise, the project team will be available to both parties for consultation and possible resolution.

**Expectations for instructors:**

* You will supervise [student] who will assist you with course development tasks for one of your upcoming courses, [COURSE].
* The student will contribute approximately [#] hours of their time to this work.The nature of the specific tasks for this work will be determined by you.
* Upon completing the assigned work, the project will issue a one-time stipend to the student, in the amount of $1000. We will need you to confirm the work has been completed before we can issue the stipend.
* The project team (Andrisani, Knezevic, McHarge) will be available for consultations any time you or the student need additional support.
* Any changes to your start or end dates must be approved by you.
* Any variations to the agreed number of hours, the nature of the tasks assigned to the student, or any other changes to the assigned work must be approved by you. Should a disagreement arise, the project team will be available to both parties for consultation and possible resolution.

**Instructor:** [signature] [date]

**Student:** [signature] [date]

**Start date:** \_\_\_\_\_\_\_\_

**End date:** \_\_\_\_\_\_\_\_