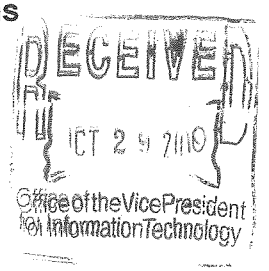
#1109

NDSU Technology Action Plan Request

I. Action Plan Introduction and Authorizations



NDSU ORGANIZATION OR UNIT
NDSU Libraries

TITLE OF PROJECT			
Instant Mobile Information through iPads			
Project Duration (3 years maximum)	**From:** January 1, 2011	**To:** January 1, 2012	
Type of Project (Check one)	**New** X	**Previously Submitted**	**Renewal**
Total Technology Fee Request			

Project Director	**Campus Address:**
Laura Rizzo	NDSU Dept #2080 **Phone:** 701.231.8915 **Fax:** 701.231.6128 **E-mail:** Laura.Rizzo@ndsu.edu

Name (Type or Print) Laura Rizzo	Signature	Date
Project Director Laura Rizzo	Laura Rizzo	10/25/2010
Unit Head Michele Reid	Michele M. Reid	10/29/10
IT Division Consultant Mark Walman	**Signature**	**Date**

Richard Frovarp — 2010-10-29

Executive Summary (maximum of 175 words)

The NDSU community is constantly evolving and moving, and the NDSU Libraries can help support the education of a populace that is demanding information to work, learn, and study wherever and whenever they want. Students are requesting portable computers to borrow and this service is not currently available at NDSU. As the NDSU community increasingly demands ease of accessing quality content from libraries, the NDSU libraries is striving to meet this need by proposing a yearlong pilot project to circulate 20 iPads.

These 20 iPads would circulate from the NDSU Main Library and be available for students, faculty, and staff to borrow and use on the go. The availability of iPads would allow the entire NDSU community, regardless of their family income, access to a portable information center to utilize wherever they are. In addition to encouraging learning on the go, the iPads would make word processing, library research, internet access, BlackBoard, EReserves and Ebooks available for people when they don't have a desktop computer available. This access would allow students from all household incomes free access to a medium they can take to classes, wireless hot spots, and group meetings.

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II. Project Overview

1. How does this project meet student needs?

This project would increase information access for students. In addition to a portable EReader, the iPad would allow students portable internet access to take to group meetings, classes, and anywhere they need information. In the increasingly busy world and lives of students, the ability to work or study and receive information instantly regardless of time and place is a critical asset students are coming to expect.

2. What audience does this project directly serve? What audience is indirectly served? How many students are affected?

This project would serve the entire campus and NDSU community. Faculty, staff, and students would have the ability to check out an iPad for a period, enabling them to create PowerPoints, research, type a paper, read a book, and learn on the go.

3. For projects that target a subset of NDSU's students, please describe the possibility for broader application in the future.

N/A

4. Describe both the immediate and long term impact of this project.

As soon as the iPads are purchased and process, the libraries would make this service immediately available to the NDSU community. Students, faculty, and staff would instantly have the option of checking out an iPad and exploring the possibilities of executing their work and studies on the go. The NDSU Libraries are hopeful that this pilot project will have an exponential impact on the community and transition into a long-term service the libraries offer. The NDSU community would be a part of a learning environment dedicated to providing them with information when and where they need it as a part of their education lifestyle.

5. Who will pay for ongoing expenses following the technology fee funded portion of this project (e.g., who will replace hardware or software after it has reached its end of life)?

This is a yearlong pilot project. If successful, the libraries may decide to fund this service for the NDSU community.

6. Describe how this project will follow NDSU's best practices in information technology. (Please make sure the NDSU IT Division staff you consulted signs in Part I of this form.)

N/A

7. What service on campus is most similar to the one proposed here? How does this project differ?

N/A

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III. Project Description

The NDSU Libraries will implement a yearlong pilot project to support the academic land grant mission by supplying the NDSU community with access to 20 iPads and information on the go. Patrons would borrow an iPad from the Main Library for several days before returning the device, making it available for other users. The availability of this technology to the community would allow them instant accessibility to information, research tools, and information creation tools regardless of their income background, location, or time.

NDSU patrons would bring two forms of picture ID to the Main Library circulation desk and sign a form saying they understand they are liable for losing or damaging the iPad.

After they checked it out, they would be able to:

- Have internet access wherever wireless access is available.
- Research using library databases and ebooks
- Create PowerPoints
- Write papers
- Access BlackBoard
- Read EBooks

When they finished using the iPad, the patron would have to return it directly to the Main Library circulation desk, where the device would be restored back to preset condition to offer a safe clean device for the next patron's use.

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IV. Milestones

List the date for each project milestone. These milestones should represent the ***significant*** accomplishments that will be associated with the action plan. For each milestone, please indicate its expected outcome and the means for assessing that outcome. (The table may be extended as needed.)

	Date	Milestone	Expected Outcomes	Means of Assessment
1.	January 3rd, 2011	Receive funding		
2.	January 4th, 2011	Purchase iPads		
3.	January 18th, 2011	Receive equipment, set up procedures, train staff.		
4.	February 18th, 2011	Implement yearlong pilot	Instant availability of iPads to the NDSU community	
5.	November 2011	Assess pilot	Knowledge of the usage and impact of the iPads and pilot project	Usage statistics and student focus groups

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V. Supporting Documentation

1. Geoffrey A. Fowler, and Marie C. Baca. "The ABCs Of E-Reading --- New Devices Are Changing Habits; People Are Reading More, Even While in a Kayak. " *Wall Street Journal* 25 Aug. 2010, Eastern edition: ABI/INFORM Global, ProQuest. Web. 26 Oct. 2010.

2. Apple iPad Site: http://www.apple.com/ipad/

3. Apple iPad Accessories Site: http://www.apple.com/ipad/accessories/

4. Apple iPad Apps Site: http://www.apple.com/ipad/apps-for-ipad/

5. Metal Locking Cabinets: http://www.officemax.com/office-furniture/file-cabinets-accessories/storage-cabinets/product-ARS25441?history=olcji8sc|categoryId~10001^categoryName~office-furniture^parentCategoryID~category_root^prodPage~25^region~1@ohdm4qpy|categoryId~40^categoryName~file-cabinets-accessories^parentCategoryID~cat_10001^prodPage~25^region~1^refine~1@273w3obg|prodPage~15^refine~1^region~1^categoryName~Storage+Cabinets^categoryId~55^parentCategoryID~cat_40@x3mgllnv|prodPage~15^refine~1^position~16^region~1@au40vnxn|refineName~Lockable^prodPage~15^refine~1^sub_attr_name~1^region~1^refineValue~Yes@29komvce|refineName~Number+of+Shelves^prodPage~15^refine~1^sub_attr_name~1^region~1^refineValue~5@y3y7gyxv|prodPage~15^sort~Price+%28Low-High%29^refine~1^position~1^region~1

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VI. Budget

Edit the dollar amounts in the "clear fields." (click in area so that it appears "gray," then edit) The "darkly shaded fields" can perform arithmetic. Simple use Crtl A to "Select All" and then press function key 9, F9.

NDSU ORGANIZATION OR UNIT NDSU Libraries	
PROJECT DIRECTOR(S) **Laura Rizzo**	

A. Salaries and Wages (Number)	Number of Months	FUNDS REQUESTED
1. Staff ( )		$ 0.00
2. Graduate Students ( )		$ 0.00
3. Undergraduate Students ( )		$ 0.00
B. Total Salary and Wages (Sum A.1., A.2., and A.3.)		$ 0.00
C. Fringe Benefits		$ 0.00
D. Total Salaries (Sum B and C)		$ 0.00
E. Equipment (List each item; include installation and maintenance costs in your estimates) 1. 20 iPads 2. iPad chargers 3. iPad apps 4. 5.		 $9.980 $580 $2,000
F. Total Equipment (Sum items in E.)		$12,560
G. Materials and Supplies (List each item) 1. 3 Locking metal cabinets 2. 20 iPad protective carrying cases 3. 4. 5.		 $1,099.98 $780
H. Total Materials and Supplies (Sum items in G)		$1,879.98
I. Total Salaries; Equipment; Materials and Supplies (Sum: Line D + Line F + Line H)		$ 0.00
J. Total Technology Fee Request		$ 14,439.98
K. Match (Describe in Match Section)		$ 0.00
L. Total Project Expenditure (Sum: Line J + Line K)		$ 14,439.98

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VII. Budget Justification

1. iPads are $499 each, so 20 of them would be $9,980

2. iPad chargers are $29 each, so 20 of them would be $580

3. To enable students to do homework every iPad would be loaded with iPad Apps. The prices of apps vary, with Educational apps having a higher cost. The library would need $2,000 to outfit each iPad with the resources required to support the education and work of students, faculty, and staff.

4. To prevent theft of the iPads we would store them in locking metal cabinets. A locking metal case with five shelves would house 10 iPads, so we would need two of them. They cost $549.99 each, so they would be $1,099.98.

5. To protect our investment and prevent damage to the iPads, we would insist that all 20 iPad be covered in a protective case. A protective case costs $39, so they would be $780.

VIII. Budget Match

1.) Staff time
2.) The systems office will provide technical support