

Instructional Technology

Updated August 2014

Instructional Technology encourages and supports members of the Mount community who wish to incorporate technology into teaching and learning.

Faculty Instructional Design Services

An instructional designer provides faculty with assistance in designing and developing courses which integrate technology in learning activities. Questions about design services may be directed to the instructional designer or the Director of Instructional Technology.

Online/Blended/Web-Enhanced Course Support Services

The Instructional Technology department assists faculty in developing online, blended and web-enhanced courses. In addition to development, the Instructional Designer provides technology support for faculty during the administration of a course.

Multimedia Production Services

Multimedia production services are available free of charge to members of the Mount community for University-related projects. Consumable materials (CDs, DVDs, etc.) and commercial services used in the production process are charged back to the user's department at cost.

Services include the following:

- Audio/Video transfers and conversions
- CD & DVD duplication
- Audio/Video production and editing
- Graphic design
- Presentation development

The time required to design or produce materials is dependent upon the particular job. To ensure adequate response time for the production of quality work, please initiate requests as soon as needs and deadlines are established; in all cases, a minimum of three working days is required to fill any production requests. Requests should be made through the ISS Help Desk.