**Topic:** 18.03SC Differential Equations (OCW Scholar)
**Date:** Wednesday, March 30, 2011
**Who:** Haynes, Jerry, Heidi, Dan, Cheryl, Eliz

**Development timeline:**

* Planning: April – May
* Content development: June – August
* Website build: September – December
* Publication: January, 2012

**Course Organization and Terminology**

Will follow organization of 18.03 as it is currently taught on campus

* Four Units / 36 Sessions + 4 Exams
* Sessions include assets (next page), including recitation content

**Team**

* Publication: Eliz, Cheryl, Dan
* Content: Haynes, Jerry, Heidi, (students and TAs)
* Production: Kate, Joe, Sapient Authoring Team

**General Considerations**

* We can eliminate the need for a textbook by expanding and improving the notes
* We can align Mattuck videos from 2003 by using cue points (select start/end points)
* There are few (if any) new Intellectual Property issues (using already published content)
* We do not yet know if new technology/functionality is required.

**General Considerations**

* Content Team
	+ Review asset plan, schedule, team requirements [Due April 15th ]
	+ Develop Course Outline (Units & Sessions, not details in sessions) [Due April 15th ]
	+ Recruit additional students & staff: students, recitation talent [Due May 29th ]
	+ Review/Revise/Approve Project Charter/Scope Requirements [Due May 29th ]
* Publication Team
	+ Draft Project Charter/Scope Requirements based upon content team input from their meeting about asset development & team requirements [Due: May 22nd]
	+ Hold kick-off meeting with Production Team using Charter/Scope Requirements draft [Due April 15th ]
	+ Review/Revise/Approve Project Charter/Scope Requirements [Due May 29th ]

|  |  |  |
| --- | --- | --- |
| **Available Assets** | **Comments** | **Who** |
| * Notes & Exercises (Mattuck)
 | * Find original LaTeX files of Notes (if they exist)
* Prepare figures (from hand drawn) in Notes
* LaTeX the Solutions, including figures
 | Jerry Student hire? Tea? |
| * Supplementary Notes (Miller)
 | * Yes, these will be used
 | Haynes |
| * Lecture Notes (Miller)
 | * Expanded content
* LaTeX, including figures
 | Haynes/Jerry/Heidi |
| * Video Lectures (Mattuck)
 | * Review and select
* 60% still aligns with new organization
 | Haynes/Jerry/Heidi |
| * Video Lecture Transcripts & Subtitles
 | * Use transcripts to aid the lecture selection
 | Haynes/Jerry/Heidi |
| * Recitation problems with solutions
 | * 26 Recitation sessions
* Will be incorporated into Session pages
* Each recitation includes several problems
* Select from existing pool of recitations
 | Jerry |
| * Assignments with solutions
 | * Choose more/different problems from existing pool
 | Jerry / (John Lewis?) |
| * Exams with solutions
 | * Choose from existing pool
 | Jerry |
| * Mathlets
 | * Mathlets are used in lecture and in assignments
* Record Mathlet Video introduction
* Create videos for Mathlets to demonstrate use – voice-over computer screen capture
 | Haynes |
| * Slides (In-class flash-card voting mini-quizzes)
 | * Improve/expand these
* Two per Session
* Offer wrong-answer explanation
 | Haynes/Jerry/Heidi |
| * Muddy Card Feedback (detailed explanations of questions students asked after class about the lecture)
 | * Determine best way to incorporate these
 | Haynes |
| **New Assets**  | **Comments** | **Who** |
| * Recitation videos
 | * One recitation video per session (with rare exceptions)
* Recitation problems from existing pool
* Record video intro to recitation video
 | Jerry2 recitation instructors (new hires)  |
| * Course Intro video
 | * Record course overview
 | Haynes |