

## TAKING ONLINE COURSES

Learners access primary content and instruction from WebCT using a variety of tools including email, chat, discussion boards, web pages, and multimedia technologies. Specific technologies employed will vary by course and instructor. Depending on the teaching style of the instructor and the course content, instruction can take place synchronously (all participants in the course log in at the same time) or asynchronously (participants log in and participate as their schedule permits), or some combination of the above.

Check the online course listings for specific information at <http://online.unm.edu>.

### Online courses follow the regular UNM course schedule.

UNM online courses are not open-ended and have set start and end dates. Most follow 8- and 16-week formats with learning activities scheduled on a weekly basis. All UNM admission and registration deadlines, policies, and procedures apply to students who participate in online courses. Online courses appear on your transcript in the same way as campus-based courses.

### Admission and Registration Information

You will need to be admitted to UNM to register for online classes. There are several admission options depending on whether you are in a degree program or interested in non-degree status. See the UNM Web site admissions information page at [http://www.unm.edu/preview/bf\\_reqs.html](http://www.unm.edu/preview/bf_reqs.html).

Students register via LoboPhone at 505-246-2020 or LoboWeb at <http://my.unm.edu>.

For help registering online see [http://webctinfo.unm.edu/student/how\\_to\\_register.html](http://webctinfo.unm.edu/student/how_to_register.html).

International and non-resident online students can pay resident tuition fees if they enroll in no more than six credit hours per semester.

## Wondering about your computer?

The Browser Tuneup page will tell you if your computer has the right software to access your course: <http://www.webct.com/tuneup>

Your course may also require hardware such as headphones and a microphone. For these details see: <http://online.unm.edu>

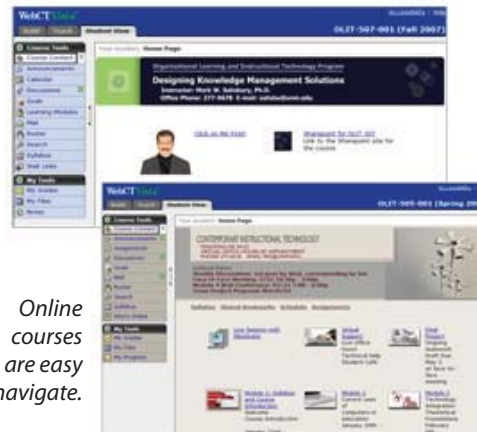
## CONTACT INFORMATION

### OLIT Program Questions:

Dr. Mark Salisbury  
UNM OLIT Program Coordinator  
Email: [salisbu@unm.edu](mailto:salisbu@unm.edu)  
Web site: <http://www.unm.edu/~olit>

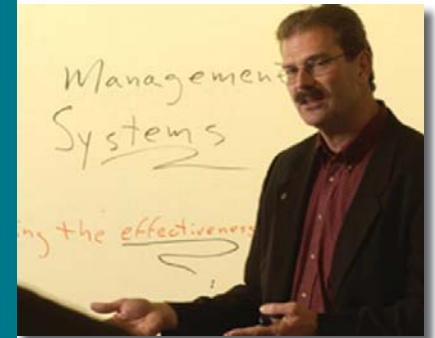
### Online Format Questions:

Contact: Kerry Renshaw  
Online Distance Learning Coordinator  
Email: [online@unm.edu](mailto:online@unm.edu)  
Phone: 277-8128  
Toll-free: 1-866-869-6040  
Fax: 505-277-8590  
Web site: <http://online.unm.edu>



*Online courses are easy to navigate.*

## UNM Organizational Learning & Instructional Technology (OLIT) Professional Development Certificate Program



## Professional Development Certificate in iLearning



updated: 4/16/08

## PROGRAM OVERVIEW

The Organizational Learning and Instructional Technology Program of the University of New Mexico offers an innovative online Professional Development Certificate in iLearning – integrated learning into a collaborative work environment. The 12 credit-hour program consists of graduate level courses that focus on developing organizational and technology skills for preparing organizations, agencies, communities, and schools for success in the new knowledge economy. Individual courses focus on managing and supporting the life cycle of knowledge in organizations – its creation, preservation, dissemination, and application.

Developed using the latest Internet-based technologies, the iLearning Certificate is accessible entirely online (with optional face-to-face meetings). There is no requirement for campus residency to complete these courses.

The program emphasizes a learner-centered, community-centered, interactive approach to online learning, where participants engage in hands-on activities and work collaboratively on complex, authentic projects to develop products for immediate, practical use in the work environment.



## OLIT Professional Development Certificate in iLearning

### OLIT 507 Designing Knowledge Management Solutions (3 cr • Fall)

Focused on the application of general principles and techniques for designing technology supported knowledge management solutions.

### OLIT 509 Collaborative Knowledge Creation (3 cr • Spring)

Focused on designing technology-supported collaboration solutions that support the collective intelligence of organizational members in the creation of knowledge.

### OLIT 511 Dissemination and Application of Knowledge (3 cr • Fall)

Focused on designing organizational portals for managing and disseminating documents, instruction, best practices, and expert advice.

### Plus one course from selection below:

### OLIT 505 Contemporary Instructional Technologies: Survey (3 cr • Spring)

An overview of contemporary instructional technologies and how they can be utilized to improve the effectiveness of instruction. Students will gain expertise in selecting and using appropriate instructional technologies supporting the achievement of performance-based objectives.

### OLIT 535 Theory and Practice of Distance Learning (3 cr • Fall)

Analyzes theoretical approaches to distance education and their practical applications. Examines characteristics and needs of distance learners, learner support, distance teaching, course design, delivery system selection, evaluation, policy, organization, and administration of distance education.

## PROCEDURES FOR APPLYING TO THE CERTIFICATE PROGRAM

Contact the faculty advisor responsible for the certificate program to obtain further information.

### OLIT Program Questions:

Dr. Mark Salisbury  
UNM OLIT Program Coordinator  
Email: [salisbu@unm.edu](mailto:salisbu@unm.edu)  
Web site: <http://www.unm.edu/~olit>

## APPLICATION AND REGISTRATION ASSISTANCE

### Online Program Office:

Contact: Kerry Renshaw  
Online Distance Learning Coordinator  
Email: [online@unm.edu](mailto:online@unm.edu)  
Phone: 505-277-8128  
Toll-free: 1-866-869-6040  
Fax: 505-277-8590  
Web site: <http://online.unm.edu>