



Student Technology Fee Committee (STFC) Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: 2021-02-09 16:31:37

Date Due: 2021-02-19 23:59:00

Date Submitted: 2021-02-18 15:52:04

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: Career Development - videos

Request Description: Utilize Media Production Services to create and edit career-related video content for the Career Development website

ALLOCATION REQUEST INFORMATION

Department Name: Career Development & Education

Request Code: 21A0269

Contact Names: Dawn Williams

UW Tacoma Affiliation: Staff

UWT Email Address: dawnw1@uw.edu

Phone Number: 2535796521

Title of Request: Career Development - videos

Type of Request: One Time

Department Head Approval: Department Head: Amanda Figueroa

Annual Request Information

1. Background: Review and discuss the context of the proposed technology in detail. Explain how this proposal will be used in conjunction with an original proposal or existing technology. If applicable, how is the current technology disabled or inadequate?

We want to utilize the services of Media Production Services to help create video content for the Career Development website including short informative videos as well as full workshop videos on a variety of career-related topics.

2. Benefit to Students: Discuss how students have benefited from the original proposal, if applicable. How will additional funding of the technology benefit students? If this was an unforeseen technology need, discuss how students will benefit from this new proposal and why the need cannot wait for annual allocation funding.

1. Video content available on an ongoing basis on the Career Development website will provide broader access to career service for students
2. Students will gain helpful tips for the job search (resume, cover letter, interviewing, etc) outside of business hours when staff support isn't available
3. Providing video content in addition to the print resources we already provide will help students with different learning styles access and implement career development information
4. Short videos can also be utilized on social media to make students aware of the services available at the career center to help them navigate from college to career

3. Access: Describe who will be using or will have access to the resources being proposed. If the access has changed since an original proposal, be sure to note that here. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new requestors, please provide user need data.

The video content created will be housed on the Career Development website and will be accessible for all students. Even as we transition back to on-campus operations in the coming months, we still want to provide quality resources and services that students can access from off-campus.

4. Timeline: Provide a timeline showing how the proposed technology can be completed during the requested period. Describe when you would like to see this proposal initiated and completed, and why.

We would like to create several of the videos over the summer and will add new content throughout the academic year.

5. Resources/Budget: Discuss available financial, personnel and space resources devoted to the proposed technology and level of support. Proposal must detail all the items/resources requested to be purchased. This includes filling out the Item Detail in next section.

Two professional staff and one student staff will be assisting with the development of the video content. We plan to use Media Production Services to create at least 10 short videos. We anticipate the cost of using their services will be approximately \$1500 for the proposed videos (\$50 per hour is their fee).

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Media Production Services	1	\$1,500.00	\$0.00	\$0.00	\$1,500.00
OVERALL TOTAL:					\$1,500.00