

JCU Open eBooks project review process and rubric

Why evaluate potential projects?

Projects are evaluated to balance project alignment against **JCU objectives** and the **availability of Library staff** to support project delivery.

Projects that support JCU **learning and teaching** are a primary focus for JCU Open eBooks and will be prioritised. Projects that support the delivery of JCU **research** or JCU's connection to **place and community** will also be considered, though these projects may be supported at a slower pace or require greater self-sufficiency by project authors. Please note this platform is not intended for publication of original research.

Every project brings its own unique strengths and challenges. Projects with additional resourcing and/or a self-sufficient author team may be onboarded more quickly, however we are committed to ensuring equitable opportunities for all. All prospective authors are encouraged to reach out and [discuss project needs](#) with us, so we can explore project fit and how best to support you.

The process

Once a JCU Open eBook Expressions of Interest (EOIs) has been submitted it will be reviewed by JCU Library against this review rubric. All applicants will be notified of the outcome of their submission as soon as possible.

- **Learning and teaching** focused projects that score highly will be provisionally accepted, with applicants potentially invited to engage in further discussions. Prior to commencement, successful applicants will be required to sign a memorandum of understanding with JCU Library.
- **Research or place and community** projects that score highly will be seriously considered by JCU Library. Discussions will be held between Library staff and the project team to develop a shared understanding of how the project could progress.
- Projects that achieve a mid-level rating may be asked to enhance or clarify the project plan. Discussions will be held between Library staff and the project team to develop a shared understanding of how the project could progress.
- Low scoring projects will be provided with feedback and invited to resubmit with a reworked project proposal.
- The rubric contains some criteria that may determine that a project is ineligible to proceed at this time. These criteria relate to:
 - OER duplication within Australasia (JCU Open eBooks prioritises OER projects that will contribute new and unique content to the growing Australasian OER catalogue.)
 - JCU lead author status
 - The project's lack of connection to current [JCU corporate strategy](#) and/or [policy](#).
- **Please note that Library EOI decisions will not be based solely on rubric scores.** The rubric is intended as a tool to extract useful insights about each project and as a support to Library decision-making. JCU Library will aim to hold well-rounded discussions about each proposal, taking into account additional factors as may be relevant.

Contact us

[Discuss your project](#) ideas with Library staff.

Project review rubric

CRITERIA	TOTAL POINTS	PROJECT TITLE	
Sector overview			
1. Will this project result in a publication that closely resembles an existing Australian OER?	10		
Yes, more information is required			0
No (go to question 3)			10
2. Author/s justify the value or distinct contribution for having an additional OER on this topic	Y		
Yes			Y
Not applicable (project is ineligible at this time)			N
About the author/s			
3. The JCU lead author is expected to be available for the duration of the project. Adjuncts are eligible	Y		
Yes			Y
Not applicable (project is ineligible at this time)			N
4. The project team includes members from underrepresented community groups (examples: LGBTQIA+, Indigenous, migrants, ECRs, women)	5		
Yes			5 points
Not applicable or not indicated			
Connections to JCU strategy and policy			
Main contribution to JCU strategic priorities and/or policies			
Learning and teaching (primary focus)	10 points	10	
Research support or place and community (accepted projects may progress at a slower pace)	5 points		
No connection to JCU strategy or policy (project is ineligible at this time)	N		
5. The project will incorporate content aimed at enhancing any of the following: - JCU educational principles - Local/Australianised content - Aboriginal and/or Torres Strait Islander knowledge, perspectives and/or languages - Diversity, equity, and inclusion concepts and/or reader wellbeing experiences	10		
Any of the above content/approaches are included			10 points
Not applicable			
6. The project aims to replace a student-paid prescribed textbook in JCU subject/s or course/s (Learning, Teaching & Assessment Policy , clauses 1.2 & 2.5)	10		
The project supports any of the following: - high number of participating subjects - high student enrolments - high student and/or library textbook costs			10 points
Not applicable			
About the project			

7. Project audience (This is a multi-select question. 10 points maximum)		10	
Coursework and/or HDR students	10 points		
Academic and/or professional staff	5 points		
Community	5 points		
Other			
8. Description and rationale		10	
A compelling description and rationale provides evidence of a need for the ebook project	10 points		
The project shows value; its description and rationale would benefit from further development	5 points		
The project is underdeveloped at this time			
9. Reader engagement		10	
Reader engagement is supported by dynamic content mix (examples: images, video, H5P, learning outcomes, reflection questions, etc.)	10 points		
The project plan shows a moderate commitment to reader engagement	5 points		
Reader engagement is not addressed			
10. Project timeline addresses: - The timeline is realistic and flexible - Designated writing periods are defined - Time has been allocated for JCU Open eBook processing before planned publication dates (example: chapters published in stages)		5	
The project timeline is realistic and flexible and addresses the above	5 points		
The project timeline would benefit from further development			
11. Project’s current level of development		10	
The author/s have an almost complete draft of the ebook	10 points		
The author/s have a partially complete draft of the ebook, or will plan and write as they go	5 points		
12. The authors have secured additional resourcing or funding to enhance the project: - External editorial support (preferred) - Peer review (preferred) - Learning advisor/designer (preferred) - Graphic design (nice to have) - Other contribution (examples: staff expertise, author/s DBA accounts, grants)		10	
Additional resourcing or funds are available	10 points		
Not known at this time or not applicable			
Total points		100	

RUBRIC REVIEW

EOI reviewed by:

Date:

Outcome: