

Guidelines for the selection and use of learning resources

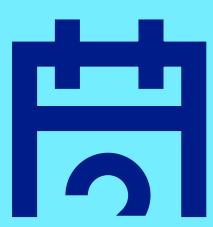
Approved by the UOC's Programmes Committee, 21 September 2018

The UOC's learning resources must be...



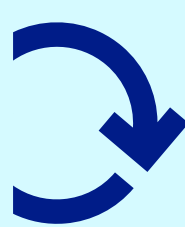
- Usable and accessible
- Digital
- Original works
- From authoritative sources
- Appropriate for professional settings
- Representative of society's diversity

Points to bear in mind



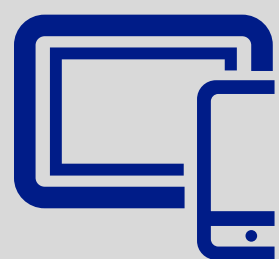
Keep to the schedule set

Meeting deadlines is vital to getting the learning resources ready on time.



Use the procedures and circuits in place.

This guarantees proper handling of the learning resources so that they can be made available in the classrooms.



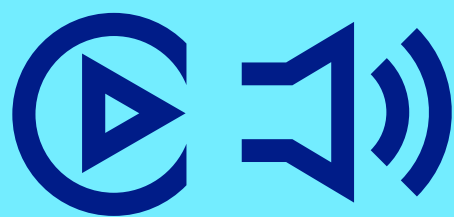
Make use of the UOC Library's collection

This is the main source of learning resources.



Make sure copyright is handled correctly.

This ensures we make use of the sources ethically.



Maintain a balance between UOC-produced and external resources

The UOC content already available can be reused, as can the Library's subscriptions or other forms of rights-managed or open-access resources.



Take into account the workload

Make sure you bear in mind the number of credits to ensure an appropriate selection of resources for students.

The quality of our courses is based on ensuring the highest possible levels of satisfaction among our students and ensuring they gain more and better skills.