iTunes U Site Configuration Policy

PURPOSE
The purpose of this configuration policy is to define the decisions made about William & Mary on iTunes U.

POLICY/PROCEDURES
The configuration of William & Mary on iTunes U is based on the following assumptions and constraints:

ASSUMPTIONS
Assumption 1: The top-level welcome page of William & Mary on iTunes U will be parsed into two sections – Academic Programs and Tuned into Campus (non-academic content).
Assumption 2: Academic Programs will include Arts and Sciences, Marshall-Wythe School of Law, Mason School of Business, and Virginia Institute of Marine Science. Tuned into Campus will include Earl Gregg Swem Library.
Assumption 3: The second-level welcome pages will be named and placed on the top-level welcome page exclusively by the iTunes U site administrator.
Assumption 4: Each participating entity will designate at least one administrator to manage the contents and permissions of its second-level welcome page.
Assumption 5: All content will be readable through the public version of iTunes U, unless changed explicitly by an entity's designated second-level administrator or other designate.
Assumption 6: Available user permission roles will be limited to participating entity group names, individual WMuserids, and the following Active Directory groups: IT Liaisons, FacStaff, and Student.
Assumption 7: Designated second-level administrators will not be expected to manage extensive course permissions for anyone (i.e., course owners will need to designate an individual to manage access to course content by current course roster).

CONSTRAINTS
Constraints 1: iTunes U is limited to two levels of welcome pages.
Constraints 2: iTunes U is not syncing with any College enterprise systems, thereby preventing authentication based on enrolled course and course role.

This configuration policy may need to change to accommodate the addition of any new functionality or flexibility found with the iTunes U software or between iTunes U and any College enterprise systems such as Banner or Blackboard.

DEFINITIONS
iTunes U site administrator: The individual responsible for naming and organizing the top-level welcome site. This individual also assigns permissions for designated second-level administrators.

Designated second-level administrator: The individual(s) designated by an entity to serve as second-level administrator. This individual(s) can name and organize an entity's second-level welcome page and can manage permissions within the second-level welcome page.

Top-level welcome page: This is the first page any user will see upon entering William & Mary on iTunes U. This page provides access to second-level welcome pages and is controlled by the site administrator.

Second-level welcome page: A second-level welcome page is the next page a user will likely see from the top-level welcome page. It is controlled by the designated second-level administrator.

Section: Both the top-level and second-level welcome pages can be divided into sections. Sections on the top-level welcome page contain access to second-level welcome pages. Sections on second-level welcome pages will contain access to course content.

Entity: Any of the five participants in the William & Mary on iTunes U pilot. They are: Arts and Sciences, Marshall-Wythe School of Law, Mason School of Business, Virginia Institute of Marine Science, and Earl Gregg Swem Library.