

AUX Submission Guidelines and Suggestions

The Biggio Center and the Office of Information Technology are pleased to continue our partnership for the third round of AUX: Auburn Immersive Experiences internal grant program. The collaborative team extends an invitation for proposals from faculty for implementing augmented and virtual reality to transform teaching and learning experiences for Auburn students.

Faculty (or faculty teams) are invited to submit proposals that advance multi-course or multi-disciplinary learning and teaching, create innovative learning experiences with augmented or virtual reality, equitably increase access to immersive technologies to a broad audience, or create repeatable processes for content creation and deployment. All projects will engage in research to increase understanding of the effectiveness of extended reality in education.

Guidance for the 2025 proposal process is provided below.

Step 1: Auburn Online Consultation

Auburn Online will support VR development for proposed learning experiences. Prior to submission, please reach out to Shawndra Bowers, Associate Director for Learning Experience Design, Biggio Center, (stb0030@auburn.edu) to schedule a discussion for your project development. Concluding this meeting, you will have:

- a clearer understanding of your proposed project's scope, learning outcomes, hardware and software requirements, and a reasonable timeline
- a quote for development work to be included in your overall project budget
- a letter of support from Auburn Online to include in your submission

Larger or more complex projects may be scoped into multiple phases by Auburn Online. Your proposal should briefly describe the full vision of the project and how it fits into the overall learning goals, but the bulk of the proposal should focus on the first phase. This phased approach allows for development refinement or redirection as needed while also supporting "big and bold" ideas.

Step 2: Innovation & Research Commons Consultation (for proposals utilizing VR headsets)

AUX has funded a central campus resource of Meta Quest 3 headsets supported and maintained by the Innovation and Research Commons (I&RC) located in the RBD Library. AUX proposals can also fund additional headset devices from different manufacturers if there is a need for a project. AUX prefers funding headsets to be managed centrally through the I&RC. Proposals deviating from this preference should clearly address the need not to utilize a centrally managed resource. Prior to the submission of any proposals that include headset utilization, reach out to the I&RC team (ircxrsp@auburn.edu) to schedule a discussion about their capabilities for partnership and support. Concluding this meeting, you will have:

- a clearer understanding of how your students can utilize I&RC's physical space to host and schedule your experience
- a letter of support from I&RC to include in your submission.

Step 3: Ensure Department Course Schedules Align with Your Project & Your Workload Allows for Project Success

Faculty time is precious, and teaching requirements are demanding. Before submission, it is highly recommended that you discuss your proposal with your department chair and agree about upcoming professional demands that may conflict with your ability to make the time commitment to successfully implement your proposed project. Additionally, since most AUX experiences are implemented in courses, please ensure that the course(s) you and/or your team are planning to target for the AUX experience will be taught in your project timeline. Proposals where the PI is not the course instructor will need instructor and department support clearly indicated.

- A letter of support from your department chair or dean is not required but recommended.

Other things to consider including in your proposal

- Including appropriate funding for PI or other team members contributing to the project
- Identify a semester that will include a pilot or test run of your AUX experience to gather student feedback. Then clearly identify the semester you plan to fully implement the AUX experience in your course.

Step 4: Submit your Proposal

Proposals are submitted via Qualtrics survey. Applicants are required to submit the narrative (including supplementary materials) and applicant bios as separate PDF files. Please follow the preferred outline for narrative description detailed on the next page. The survey can be saved and continued at a later date by using the same survey link. Submitted applications can be edited after submissions by contacting biggio1@auburn.edu.

The information below will be needed to fully complete the application.

- An abstract of 100 words or less of the proposed project.
- A narrative description of the proposed project (no longer than five (5) pages). Preferred outline for the narrative descriptions is provided below.
- A brief bio (150 words or less) describing relevant expertise and experience for any PI or Co-PI faculty.
- Documentation demonstrating approval from department chair in the form of an email, memo or other document.
- A single PDF file with any additional attachments such as support letters, equipment purchase quotes, and other relevant information that supports your proposal.

Preferred Outline for Narrative Description

Project Merits

In addition to describing the proposed project and how it responds to the grant invitation, the following elements should be addressed:

- State the course, program, or multi-disciplinary area the project targets
- Discuss the learning objectives targeted by the project
- Describe how the learners will demonstrate meeting these learning objectives.
- Discuss how the project enhances the student learning experience
- Describe what success looks like for this project
- Detail any anticipated challenges and/or risks to be mitigated

Technical Support Plan Project

- What technical support is currently available to you to make this a success?
- What additional technical support do you identify as potentially needing?
- Provide a letter of support from any internal or external resources you will be using.

Project Timeline

- Indicate first term of implementation. (ex: Summer 2026, Fall 2026, Spring 2027, Summer 2027)
- Indicate if project is expected to last beyond funding period.

Anticipated Budget

- Include products and software along with a brief justification for each line item.
 - Include any shared commitments from other sources.
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