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| ITaLI[Choose Date] |  |

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| Affiliate Academic Interim and Final Report |

## Academic Name

Year of Appointment

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### Project information

|  |  |
| --- | --- |
| Project Title: |  |
| Project Start Date:  | *DD/MM/YYYY* |
| Project End Date:  | *DD/MM/YYYY* |
| Estimated Project Progress:  | *Estimate how far the project has progressed, e.g. 25%, 100%*  |
| Project Contact Name & Position: |  |
| Project Contact Email:  |  |
| Home School/Faculty:  |  |
| Type of Report Submission:  | *Interim or Final* |

### Abstract

*Provide a summary of the project background, aims, and key outcomes as the project is currently conceptualised. (2 paragraphs)*

### Rationale

*Recap the issue or challenge that the project seeks to address and provide a clear argument demonstrating how the project will address a UQ or Faculty priority . (2 paragraphs)*

### Aim

*Recap your project intent and deliverables/outputs as per the original proposal. (1 paragraph)*

### Activities and Deliverables

*Describe the process and approaches you have used to implement the project. What are the key achievements against the timeline and project description? Describe the deliverables/specific outputs that have been produced. (4 paragraphs)*

### Challenges

*Describe any issues that have impacted or may impact on capability and capacity to deliver on the project. Describe any significant changes in your project and how the project has responded. (2 paragraphs)*

### Evidence

*Describe any evidence-based changes, findings and/or benefits of the project in teaching and learning. What evidence exists that the project has had an impact on teaching and learning? (3 paragraphs)*

### Current and Future Dissemination

*What dissemination activities has the project undertaken? What dissemination activities are planned for the future, e.g., future conferences or workshops ? Please list any reports, presentations or other resources such as guidebooks or tools that describe the outcomes of your project and are publicly available. (2 paragraphs)*

### Next Steps

*If this is an interim report: What is the next stage of your project? What events and activities are planned?*

*If this is a final report: Describe any proposed plans for continuing or scaling up this project beyond your immediate discipline area, school or Faculty. How will you continue/progress/build on your activities after completion of this project? (1 paragraph)*

### Support from ITaLI

#### (Final report only)

*Please comment on the support you have received from ITaLI. How can ITaLI stay connected with you during and after your project? (1 paragraph)*

### Recommendations for Future Work

#### (Final report only)

*Describe any recommendations that you have for future work in your project area or changes to the systems that support/facilitate the projects. (1 paragraph)*