



How to Submit a Product for Possible Inclusion on Facultyware

1) Review resource sheets

The following links will provide information to assist you in submitting an instructional product:

- [Product Fact Sheet](#)
⇒ answers the question “What is an instructional product?” and provides examples
- [Juried Review Process Fact Sheet](#)
⇒ gives an overview of the two-step juried review process used for selecting products for publication on the web site

2) Select and format your instructional product

- [UDI Technical Specification Sheet](#)
⇒ describes formatting considerations for your product

3) Complete the two forms linked below

- [Product Submission Form](#)
⇒ provides the UDI Project with information about your instructional product
- [Author Permission Form](#)
⇒ grants the UDI Project permission to review your product and publish it on the web site if it meets criteria

4) Mail the two forms and your instructional product to:

Dr. Sally Scott
University of Connecticut
Center on Postsecondary Education and Disability
362 Fairfield Road, Unit 2064
Storrs, CT 06269-2064

5) Questions? Contact Sally Scott at 804-639-0674 or s.scott@uconn.edu