

Graduate School Information Architecture & Content Recommendations

This document presents strategic recommendations for the Grad site navigation and content. The findings represent a thorough review of the current site as well as numerous meetings and discussions with Grad staff.

General

The primary audience for the top level of the Grad site is external: prospective students, peer faculty/institutions, and the general public. However, the site should not ignore the needs of students, faculty, and staff, who should be able to access resources and information easily. New tools such as My LC will facilitate their day-to-day use of the site, with customizable homepages for users to create their own lists of links and downloads alongside news and events feeds, etc. Templates will be provided to get people started (and will include non-negotiable links such as emergency notices, etc), set up for specific groups of users such as Grad students, faculty, and so on. Additionally, content deeper in the site should serve the needs of the internal audience while giving prospects a glimpse into the Lewis & Clark world.

Navigation

We are not recommending a total overhaul of the navigation, though some significant changes have been incorporated. Most of our recommendations focus on making the information accessible and user-friendly to those who are not familiar with your internal institutional structure or with the language used within a given profession.

Content

This document addresses the top 1-3 (sometimes 4) tiers of the site. With the exception of new pages, we associate every page with a link to the existing page on your site. You will find recommendations for new pages (and new writing) and editing of portions of the site.

Much of our new writing suggestions push you to more overtly present the unique L&C story, highlighting outcomes and the value of a L&C Grad education. Other recommendations come from the reorganization of content into the new architecture. For many of the pages, though, the content will remain the same.

Please refer to the new Lewis & Clark Web Writing Guidelines (separate document) for recommendations on writing for the web, the general style and tone, and overarching site goals, messages, and themes.

As this document does not address every single page on the site, once the site content we've marked for new/edits/rewrites is addressed, we recommend reviewing and potentially revising the text on the "straight migration" pages for consistency prior to final build-out to bring the majority of the pages in line with the rest of the new site.

1. 1st Tier Navigation

Admissions

Academics

Faculty

Student Life

Alumni

Community Engagement

Career & Licensing Services

Administration

2. 1st-2nd Tier Navigation

Admissions

Why Lewis & Clark?

Apply

Application Deadlines

Information Sessions

For Alumni Applicants

For International Students

For Veterans

Tuition & Fees

Visiting Campus

Contact Us

Academics

Teacher Education

Counseling Psychology

Educational Leadership &

School Psychology

Core Program

Continuing Education

Registrar

Courses

Academic Calendar

Library

Writing Assistance

Publications

Faculty

Directory

Faculty News

Faculty Resources

Student Life

Student Resources

Health & Wellness

Computing & Media

Housing Options

Alumni

Services & Benefits

Featured Alumni

Photo Galleries

Alumni Authors

Volunteer

Update Your Info

Community Engagement

About CCEPS

Equity/Disparity

Community Development & Well-Being

Health & Wellness

Literacy & Creative Expression

Sustainability

School Improvement/Transformation

Native Communities

Career & Licensing Services

Education Careers & Resources

Counseling Careers & Resources

Administration

Dean

Associate Dean

Office Directory

Administrative Services

Administrative Calendar

Accreditation

News Archives

3. Expanded Navigation (not all site pages included)

Admissions

Why Lewis & Clark?

Apply

- Apply Online
- Application Instructions
- Requirements for Teacher Education
- Requirements for Counseling Psychology
- Requirements for Educational Leadership
- Requirements for School Counseling
- Special Student Status

Application Deadlines

Information Sessions

- Teacher Education
- Counseling Psychology
- Education Leadership & School Counseling

For Alumni Applicants

For International Students

For Veterans

Tuition & Fees

- Financing Your Education

Visiting Campus

- Campus Map
- Directions

Contact Us

- Request Information

Academics

Teacher Education

For Prospective Teachers (Preservice)

- Why LC?
- Early Childhood / Elementary
- Middle / High School
- Testing Requirements
- Scholarships
- Forms
- FAQ

For Current Teachers (Inservice)

- Why LC?
- ESOL endorsement
- Math Endorsement
- Reading Endorsement
- Special Education Endorsement
- Mathematics Endorsement
- Masters of Arts in Teaching
- M.Ed. w/ Special Education Endorsement
- Certificate Programs
 - Oregon Writing Project
 - PRISM
- FAQ

Contact Us

Counseling Psychology

Addiction Studies

- What is Addictions Studies?
- Masters Degrees

- Program requirements
- Evaluations, Forms & Handbooks
- Post-Master's Study
- Contact Us

Community Counseling

- What is Community Counseling?
- Masters Degrees
 - Program requirements
 - Evaluations, Forms & Handbooks
- Post-Master's Study (LPC Preparation)
- Contact Us

Marriage, Couple & Family Therapy

- What is MCFT?
- Program Philosophy
- Masters Degrees
 - Program requirements
 - Specializations
 - Evaluations, Forms & Handbooks
- Post-Master's Study
- News & Events
- Contact Us

Psychological & Cultural Studies

- What is Psychological & Cultural Studies?
- Masters Degrees
 - Program requirements
 - Evaluations, Forms & Handbooks
- Contact Us

School Psychology

- What is School Psychology?
- Educational Specialist (EdS) Degree
 - Program requirements
 - Evaluations, Forms & Handbooks
- Initial License-Only
- Contact Us

Certificate Programs

- Gambling
- Eating Disorders
- Ecopsychology

Resources for Students

- FAQ
- Ethical Guidelines
- Psychology Background Requirement
- Forms & Handbooks
- Course Syllabi
- Electives
- News & Events

Educational Leadership & School Counseling

School Counseling

- Master of Education
- Initial License Only
- Useful Links
- Contact Us

Educational Administration

- Regional Programs
- Initial Administrator
- Continuing Administrator
- Master of Education
- Contact Us

Educational Leadership

- Doctoral Program

Core Program

Continuing Education

- About Us
- Mental Health
- Education
- Writing
- Registration
- Lodging

Registrar

- Course Registration
- Course Schedule
- Web Advisor
- Forms & Resources
- Transcripts
- Commencement
- FERPA
- Contact Us

Courses

- Schedule
- Catalog

Academic Calendar

Library

Writing Assistance

- Conferences
- Resources
- Writing Gallery
- Ask the Grammar Witch

Publications

- Democracy & Education Journal

Faculty

Directory

Faculty News

Faculty Resources

- Teaching & Scholarship
- Support & Policies
- Faculty Governance
- Review & Development
- Adjunct Resources
- Forms

Student Life

Student Resources

- Student Handbook
- Student Union Network
- Disability Support Services

Health & Wellness

- Health Center
- Counseling Center
- Athletics Facilities

Computing & Media

Housing Options

Alumni

Services & Benefits

Lifetime Email

Featured Alumni

Photo Galleries

Alumni Authors

Volunteer

Update Your Info

Community Engagement

About CCEPS

Equity/Disparity

Current Projects

Past Projects

Community Development & Well-Being

Current Projects

Past Projects

Health & Wellness

Current Projects

Past Projects

Literacy & Creative Expression

Current Projects

Past Projects

Oregon Writing Project

Northwest Writing Institute

Sustainability

Current Projects

Past Projects

School Improvement/Transformation

Current Projects

Past Projects

Center for Equitable & Effective Leadership

District Affiliated Programs

Native Communities

Current Projects

Past Projects

Indigenous Ways of Knowing

Career & Licensing Services

Education Careers & Resources

Counseling Careers & Resources

Administration

Dean

Professional Biography

Associate Dean

Professional Biography

Office Directory

Administrative Services

Business Services

Parking & Transportation

Food Service

Facilities

Other Services

Administrative Calendar

Accreditation

News Archives

Graduate School of Education & Counseling

<p>Admissions</p>	<p>http://education.lclark.edu/dept/gseadmit/ - The first paragraph is good but we might think about leading with a paragraph that sells the school - articulates the uniqueness, tells the story. The Admissions section of the site has two roles: 1) transactional and 2) marketing. Because the information within each program does a pretty good job of providing information for prospective students, Admissions can be more transactional than marketing....but not entirely. This is where we should really sell prospective students on why to choose L&C over other options (especially your local competition). Let's especially emphasize and direct visitors to the Why Lewis & Clark? section as a place where we more thoroughly tell the story and direct folks around the site to the programs matching their interests.</p> <p>We will be using the listed out section navigation instead of bullet points to help link prospects to the info they need. Though many of these links can be incorporated into the text of the page and highlighted in a quick link area.</p>
<p>Why Lewis & Clark?</p>	<p>http://www.lclark.edu/dept/about/grad.html move this here, but add a short introductory paragraph that highlights some of the uniqueness of the Grad School. Focus on outcomes. Link from here to the areas of the department/program sites that highlight outcomes, special programs, unique approaches, etc.</p>
<p>Apply</p>	<p>*NEW Currently the Apply Online page (https://www.applyweb.com/apply/lced/menu.html) serves as a gateway to information on applying and we'd like to see a L&C page devoted to this with the transactional online process separated out. The pages that are now links from the Apply Online page would become sub-pages to the Apply page. This page should introduce all students to the application process, highlighting (and linking to) the different requirements and application instructions available. It should highlight the ability to Apply Online (with a link) and incorporate a link to download the paper application.</p>
<p>Apply Online</p>	<p>https://www.applyweb.com/apply/lced/menu.html</p>
<p>Application Instructions</p>	<p>https://www.applyweb.com/apply/lced/index.html</p>
<p>Requirements for Teacher Education</p>	<p>http://www.lclark.edu/dept/gseadmit/appinfoted.html</p>
<p>Requirements for Counseling Psychology</p>	<p>http://www.lclark.edu/dept/gseadmit/appinfocpsy.html</p>
<p>Requirements for Educational Leadership</p>	<p>http://www.lclark.edu/dept/gseadmit/appinfoeded.html</p>
<p>Requirements for School Counseling</p>	<p>http://www.lclark.edu/dept/gseadmit/appinfosced.html</p>

Special Student Status	http://www.lclark.edu/dept/gseadmit/specialstud.html - move this here. The name of this could be more reflective of the status, perhaps “Non-Matriculating Status” (though ‘matriculating’ is not a word most people are familiar with), or “Non-Degree Seeking Students.” The info on this page is a little confusing – we may want to clarify <i>why</i> someone might enter as a “special student.” Add contact information and/or more detailed directions on how to enroll as a Special Student.
Application Deadlines	http://www.lclark.edu/dept/gseadmit/appdead.html
Information Sessions	http://www.lclark.edu/dept/gseadmit/meetgradschool.html Suggested name change from “Meet the Grad School” which may be confused with general information about the Grad School.
Teacher Education	http://education.lclark.edu/dept/lcteach/info_nights.html - move this here
Counseling Psychology	http://www.lclark.edu/dept/cpsy/importantdates.html - move this here
Educational Leadership & School Counseling	Currently the School Counseling link from the Info Sessions page above leads to the School Counseling program homepage – not to info on info sessions. Let’s create a page similar to those above for this.
For Alumni Applicants	http://www.lclark.edu/dept/gseadmit/alumni.html
For International Students	http://www.lclark.edu/dept/gseadmit/international.html - shortened name from “International Student Application Information”
For Veterans	http://www.lclark.edu/dept/gradreg/veterans.html (move this here from the Registrar’s area). This page needs more information.
Tuition & Fees	<p>http://www.lclark.edu/dept/gradreg/tuitionandfees.html (this is a page on the registrar’s site – let’s move this information permanently here—it can still be maintained by the Registrar, but navigationally it should be here; we’ll also link here from the Registrar’s page and from the standardized MyLC links)</p> <p>Let’s link from here to the Scholarships page on the SFS site, making sure to eliminate the duplicate Scholarships pages within the site - http://www.lclark.edu/dept/sfs/matschol.html; http://www.lclark.edu/dept/cpsy/cpsyscholarships.html; http://www.lclark.edu/dept/lcteach/scholarship_opps.html</p> <p>Make sure to link from these program directly to the SFS scholarships page, keeping the information in one place (updated and current).</p>
Financing Your Education	http://www.lclark.edu/dept/sfs/ - Ideally this would go to a page focused entirely on the grad school process. With the current list of links as subpages. Depending on functionality decisions, this may stay the same – linking to a gateway homepage for SFS with links for all three schools.
Visiting Campus	http://www.lclark.edu/dept/gradops/visit_campus.html - this page should be transformed into a more prospective student-friendly page focusing on letting students know how and when they can visit campus, point out info sessions on and off campus (with links to that info), and links similar to the current ones on this page regarding transportation, etc.

Campus Map	http://www.lclark.edu/dept/grad/map.html
Directions	http://www.lclark.edu/dept/gradops/objects/CampusMap_Grad_printable-1.pdf currently Directions to the campus link to a pdf of the Campus Map. This is not ideal. We suggest offering directions specific to getting to South Campus on this page – with a link to the Map and Parking info.
Contact Us	http://graduate.lclark.edu/dept/gseadmit/contact.html
Request Information	http://graduate.lclark.edu/dept/gseadmit/inforequest.html
Academics	<p>http://education.lclark.edu/dept/grad/academics.html - We recommend removing the table from the Academics homepage. You should consider this section homepage a roadmap to all academics information—both programs and general. To do this we recommend the following:</p> <ol style="list-style-type: none"> 1. A brief introduction explaining the unique learning environment L&C offers – another place to integrate your story. 2. As a section homepage we'd like to see it guide folks around this area of the site. Perhaps not as extensively as other sections, but minimally, the text on the page should allude to most of the sub-sections under Academics other than programs, especially the Registrar, Academic Calendar, and Course Catalog. 3. After a very brief intro above, we suggest leading the page with a search/quick access functionality where a user could quickly be directed to the appropriate program. For instance, we could have them identify who they are or what they'd like to become: I'm a 3rd grade teacher looking to get my Masters; I'd like to become a licensed school psychologist—and the search result would point them in the (hopefully) right direction. This would also help people who are unfamiliar with the terminology access program info easily. This will hopefully negate the necessity for this page (http://www.lclark.edu/dept/lcteach/program_finder.html) 4. We should incorporate a full listing of all programs in either the sidebar or as a drop down, etc. so people can access the info that way as well. 5. This page has to serve current students and faculty as well. When rewriting this, let's make sure their interests are not lost. <p>In general, we recommend moving the Registrar section under Academics, bringing some of the content now 'living' within that section up to a more prominent position under Academics, including: Academic Calendar and Course Catalog.</p>
Teacher Education	http://www.lclark.edu/dept/grad/ed.html - let's make sure to use the same terminology here as we do in the nav: "Prospective Teachers" v. current New Teachers and "Current Teachers" v. current Experienced Teachers.
For Prospective Teachers (Preservice)	http://www.lclark.edu/dept/lcteach/preservice.html
Why LC?	http://www.lclark.edu/dept/lcteach/whylcpreservice.html - we may want to rename this page as there's already a page in Admissions called Why Lewis & Clark and because we are limiting the use of LC (instead of L&C) to the Mid-C

	section.
Early Childhood / Elementary	<p>http://education.lclark.edu/dept/lcteach/elementary.html: separate the links from the sub-pages. We should still mention the sub-pages somewhere in the text but those would also show in the nav. Sub-page menu should be:</p> <p>What to Expect Program of Study</p>
Middle / High School	<p>http://education.lclark.edu/dept/lcteach/secondary.html: separate the links from the sub-pages. We should still mention the sub-pages somewhere in the text but those would also show in the nav. Sub-page menu should be:</p> <p>Program of Study Mathematics (this page is a little confusing because it covers both pre- and inservice) Sciences Social Studies English Language Arts Music Art</p>
Testing Requirements	http://www.lclark.edu/dept/lcteach/t_ed_testing.html
[Scholarships]	http://www.lclark.edu/dept/lcteach/scholarship_opps.html We've recommended moving this to the Admissions > Financing your Education section.
Forms	http://www.lclark.edu/dept/lcteach/tedforms.html
FAQs	http://www.lclark.edu/dept/lcteach/presfaqs.html
For Current Teachers (Inservice)	http://www.lclark.edu/dept/lcteach/inservice.html
Why LC?	http://www.lclark.edu/dept/lcteach/whylcinservice.html we may want to rename this page as there's already a page in Admissions called Why Lewis & Clark, and because we are limiting the use of LC (instead of L&C) to the MyLC section.
ESOL Endorsement	http://www.lclark.edu/dept/lcteach/esolend.html : review right sidebar for nav v. links to create this page's subnav.
Math Endorsement	http://education.lclark.edu/dept/lcteach/math_in.html
Reading Endorsement	http://www.lclark.edu/dept/lcteach/reading.html : review right sidebar for nav v. links to create this page's subnav.
Special Education Endorsement	http://graduate.lclark.edu/dept/lcteach/specialed.html : review right sidebar for nav v. links to create this page's subnav.
Master of Arts in Teaching	http://www.lclark.edu/dept/lcteach/liberalstudies.html : review right sidebar for nav v. links to create this page's subnav.
M.Ed. w/Special Ed Endorsement	http://www.lclark.edu/dept/lcteach/spedmed.html : review right sidebar for nav v. links to create this page's subnav.
Certificate Programs	New intro page for Certificate Programs

Oregon Writing Certificate	http://www.lclark.edu/dept/owp/certificate.html
PRISM	http://www.lclark.edu/org/prism/
FAQs	http://www.lclark.edu/dept/lcteach/inservfaqs.html
Contact Us	*NEW – administrative and faculty contact information for the Teacher Education department with links to full bios of faculty
Counseling Psychology	http://www.lclark.edu/dept/cpsy/ - (Below) We urge you to consider one Contact Us page for all of Counseling Psychology. These pages are listed under each program at the recommendation of the Web Committee, but they seem a bit excessive. Contact info for each program can be listed on the Program homepages with links to full bios, etc in the Faculty section.
Addiction Studies	http://graduate.lclark.edu/dept/cpsy/addictions.html
What is Addictions Studies?	*NEW page
Masters Degrees	*NEW page – info can be taken from the Addiction Studies homepage
Program requirements	http://www.lclark.edu/dept/cpsy/cpaddegreereq.html
Evaluations, Forms & Handbooks	*NEW page
Post-Master's Study	*NEW page
Contact Us	*NEW page: program admin and faculty contact info
Community Counseling	http://www.lclark.edu/dept/cpsy/macp.html - This page needs to describe the program in general (especially as much of the Degree information is moving to the Masters Degree section under here—focus should be on prospective students. Ideally it would be more of a description of the program and not lead with the accreditation information (this is important, but maybe not first paragraph important).
What is Community Counseling?	*NEW page
Masters Degrees	*NEW page with info from CC homepage
Program requirements	http://www.lclark.edu/dept/cpsy/cpmadegreereq.html
Evaluations, Forms & Handbooks	http://www.lclark.edu/dept/cpsy/clinicalforms.html ?? [I think this is the correct page]
Post-Master's Study (LPC Preparation)	*NEW page??
Contact Us	*NEW page: program admin and faculty contact info
Marriage, Couple & Family Therapy	http://www.lclark.edu/dept/cpsy/mft.html ; Once the Masters Degree info is gone from this page, this will need a bit more content to fill it out with additional information; as with Community Counseling, this should be a richer description of the program, not leading with the accreditation information (this is important, but maybe not first paragraph important).

What is MCFT?	http://www.lclark.edu/dept/cpsy/whatismcft.html
Program Philosophy	http://www.lclark.edu/dept/cpsy/mcftmission.html
Masters Degrees	*NEW page with info from MCFT homepage
Program requirements	http://www.lclark.edu/dept/cpsy/mcftdegreereq.html
Specializations	http://www.lclark.edu/dept/cpsy/mcftprograms.html
Evaluations, Forms & Handbooks	*NEW page with all the pdf downloads from the MCFT homepage and here http://www.lclark.edu/dept/cpsy/mcftforms.html
Post-Master's Study	http://www.lclark.edu/dept/cpsy/mcftspecstudent.html
Clinical Experience	*NEW
News & Events	http://www.lclark.edu/dept/cpsy/mcftvisitschol.html
Contact Us	*NEW page with the program admin and faculty contact info
Psychological & Cultural Studies	http://www.lclark.edu/dept/cpsy/culturalstudies.html - This page needs to describe the program in general (especially as much of the Degree information is moving to the Masters Degree section under here—focus should be on prospective students.
What is Psychological & Cultural Studies?	*NEW page
Masters Degrees	*NEW page – using info from the PCS homepage
Program requirements	http://www.lclark.edu/dept/cpsy/cppcsdegreereq.html
Evaluations, Forms & Handbooks	*NEW page
Contact Us	*NEW page
School Psychology	http://www.lclark.edu/dept/cpsy/schoolpsych.html - Again, I wouldn't lead with the accreditation
What is School Psychology?	*NEW page (potentially using some content from the SP homepage)
Educational Specialist (EdS) Degree	*NEW
Program requirements	http://www.lclark.edu/dept/cpsy/edsdegreereq.html
Evaluations, Forms & Handbooks	*NEW page
Initial License-Only	*NEW page with info from http://www.lclark.edu/dept/cpsy/licensure.html
Contact Us	*NEW page
Certificate Programs	*NEW intro page for Certificate Programs

Gambling	*NEW page ?? can't find current info
Eating Disorders	*NEW page with info from http://www.lclark.edu/dept/cpsy/specialtystudies.html and http://www.lclark.edu/dept/ccps/eatingdisorders.html - sub-page menu should reflect current links from both of these pages.
Ecopsychology	*NEW page with info from http://www.lclark.edu/dept/cpsy/specialtystudies.html
Resources for Students	http://www.lclark.edu/dept/cpsycpr/
FAQ	http://www.lclark.edu/dept/cpsy/frequentquestion.html
Ethical Guidelines	http://www.lclark.edu/dept/cpsy/ethicalguide.html - this page could be more robust.
Psychology Background Requirement	http://www.lclark.edu/dept/cpsy/psychbackground.html
Forms & Handbooks	*NEW page – repository for all Forms, etc from CPSY homepage and elsewhere including: http://www.lclark.edu/dept/cpsy/forms.html and http://www.lclark.edu/dept/cpsy/clinicalforms.html
Course Syllabi	http://www.lclark.edu/dept/cpsy/cpsysyllabi.html
Electives	http://www.lclark.edu/dept/cpsy/electives.html
News & Events	http://www.lclark.edu/dept/cpsy/cpsynews.html
Educational Leadership & School Counseling	*NEW homepage introducing the Department and incorporating basics from current Ed Leadership homepage - http://education.lclark.edu/dept/eda/ and School Counseling http://education.lclark.edu/dept/schcoun/
School Counseling	http://education.lclark.edu/dept/schcoun/
Master of Education	http://www.lclark.edu/dept/schcoun/jointprogram.html - subpages are listed in the right sidebar
Initial License Only	http://www.lclark.edu/dept/schcoun/initprogram.html - subpages are listed in the right sidebar
Useful Links	http://www.lclark.edu/dept/schcoun/links.html
Contact Us	http://www.lclark.edu/dept/schcoun/faculty.html
Educational Administration	*NEW page – using http://education.lclark.edu/dept/eda/ as a guide
Regional Programs	http://www.lclark.edu/dept/eda/regionalprograms.html
Initial Administrator	http://www.lclark.edu/dept/eda/initial.html
Continuing Administrator	http://www.lclark.edu/dept/eda/continuing.html
Master of Education	http://www.lclark.edu/dept/eda/degreepro.html
Contact Us	http://www.lclark.edu/dept/eda/contact.html

Educational Leadership	*NEW page – using http://education.lclark.edu/dept/eda/ as a guide; it should be unique from the Ed Admin page – the Doctoral program http://www.lclark.edu/dept/eda/doctorate.html has info that most likely can be incorporated into this page to cut it down a bit.
Doctoral Program	http://www.lclark.edu/dept/eda/doctorate.html - the sub-pages are listed in the right sidebar
Core Program	http://www.lclark.edu/dept/gradcore/ bring this into the Academics navigation. Keep same sub-navigation.
Continuing Education	http://www.lclark.edu/dept/ccps/ - The sub-navigation here represents a reorganization of information within this section into Mental Health, Education, and Writing – info from the current site
About Us	http://www.lclark.edu/dept/ccps/ccpsmission.html
Mental Health	*NEW page with info from the current Courses page and Mental Health-specific course, conference and workshop information
Education	http://www.lclark.edu/dept/ccps/courage_to_teach.html ?? *NEW page with info from the current Courses page and Education-specific course, conference and workshop information;
Writing	*NEW page with info from the current Courses page, info about the NWI http://www.lclark.edu/dept/nwi/workshops.html and Oregon Writing Project http://www.lclark.edu/dept/owp/courses.html
Registration	http://www.lclark.edu/dept/ccps/registration.html
Lodging	http://www.lclark.edu/dept/ccps/housing.html
Registrar	http://education.lclark.edu/dept/gradreg/ - same sub-page navigation, re-ordered a bit. We are moving this under Academics. Though a very important link for internal audiences, if we consider prospective students the primary audience of the top-level navigation other priorities rise to the top. However, as a highly trafficked area of the site used by current students this will be accessed quickly and easily using links within the My LC for students (faculty and staff).
Course Registration	http://www.lclark.edu/dept/gradreg/registration.html
Course Schedule	http://www.lclark.edu/dept/gradreg/quicksched.html
Web Advisor	http://www.lclark.edu/dept/gradreg/webadv.html
Forms & Resources	http://www.lclark.edu/dept/gradreg/forms.html
Transcripts	http://www.lclark.edu/dept/gradreg/trans.html
Commencement	http://www.lclark.edu/dept/gradreg/commencement.html
FERPA	http://www.lclark.edu/dept/gradreg/ferpa.html
Contact Us	http://www.lclark.edu/dept/gradreg/staff.html

Courses	Ideally this page would present a searchable list of courses and be fed by the central course database. We are working to see if this can happen.
Catalog	Link to the catalog – the listing of all courses, current, past and future. http://www.lclark.edu/GRADUATE/CATALOG/ Ideally this link would lead to a list of courses available for the various programs—a searchable database, etc.
Schedule	This would be a page with the current semester’s schedule of courses available.
Academic Calendar	http://www.lclark.edu/dept/gradreg/calendar.html - bring this here in the nav
Library	Either use this page http://www.lclark.edu/faculty/gradfac/libraryservices.html as an intro page for the library or link directly to the Watzek Library. If you choose to have an intro page – be sure to include the info on the Library at the top of this page: http://www.lclark.edu/dept/gradops/services.html
Writing Assistance	http://www.lclark.edu/dept/wstudio/ We suggest using a more general descriptive term for the Writing Studio link for those who aren’t familiar with this resource. An outsider wouldn’t necessarily know that The Writing Studio is a place to get help with writing, resources, etc. (it could be interpreted as a writers retreat) and we want to make sure prospective (and current) know about this excellent resource. We can still refer to it as The Writing Studio in the text and in links elsewhere on the site (as well as on the actual page), but we feel this better addresses our outside audience. Also keep link to NWI but it shouldn’t also be in the nav.
Conferences	http://www.lclark.edu/dept/wstudio/conferences.html
Resources	http://www.lclark.edu/dept/wstudio/resources.html combine this with the PDF downloads: http://www.lclark.edu/dept/wstudio/handouts.html - now it’s just the APA Style guide
Writing Gallery	http://www.lclark.edu/dept/wstudio/gallery.html
Ask the Grammar Witch	http://www.lclark.edu/dept/wstudio/gwitch.html
Publications	http://www.lclark.edu/dept/graddean/pub.html
Democracy & Education Journal	http://education.lclark.edu/org/journal/
Faculty	http://education.lclark.edu/dept/grad/faculty.html - this section needs a bit more substance. The homepage should have rotating Faculty news highlights, news stories, features. The list of faculty with pics and bios should be in a searchable directory (below)
Directory	http://education.lclark.edu/dept/grad/faculty.html - with search / quick access box.
Faculty News	*NEW page listing faculty news stories, etc.
Faculty Resources	http://graduate.lclark.edu/faculty/gradfac/ - there are many resource pages tucked within programs, make sure all of those are brought together here in one place. Link here from those programs. Also many of the pages here and links listed on the homepage should be the basis for the Grad Faculty MyLC default links.

Teaching & Scholarship	<p>http://www.lclark.edu/faculty/gradfac/teachschol.html - with sub-pages being the 3 links at the bottom of the page:</p> <p>Teaching Support Scholarship Support Support for New Faculty</p>
Policies	<p>http://www.lclark.edu/faculty/gradfac/support.html - Shortened name from Support & Policies to avoid confusion with the page above; with sub-pages being the 2 links at the bottom of the page:</p> <p>Campus Services Policies and Procedures</p>
Faculty Governance	<p>http://www.lclark.edu/faculty/gradfac/governance.html</p>
Review & Development	<p>http://www.lclark.edu/faculty/gradfac/reviewdev.html - with sub-pages being the 2 links at the bottom of the page:</p> <p>Review Faculty Development</p>
Adjunct Resources	<p>http://www.lclark.edu/faculty/gradfac/adjunct.html</p>
Forms	<p>http://www.lclark.edu/dept/graddean/forms.html - amended to reflect all forms used by faculty.</p>
<p>Student Life</p>	<p>http://www.lclark.edu/dept/gradss/ - we should focus this page on the external/prospective student audience a bit more, understanding that current students will have their My LC gateway with resources they most often need to access easily available, though much of that information can actually live here in the navigation as it's also of interest to prospective students.</p> <p>With prospects as our primary audience here, we recommend at least a new opening paragraph that describes what it's like to be a student at the Grad School: What makes this program/place different from other schools? This can be related to academics but should focus on student life, student interactions, the school's ethos, as well as the resources that the school provides students. Point out what makes this place unique. This is the place to tell more of the story of Lewis & Clark and the Grad School.</p> <p>The section navigation represents pages that live under Student Life. The other links to resources will direct students elsewhere in the site (though some more critical ones we also suggest cross-listing in the navigation). Other important links to include on this page are:</p> <p>Transportation & Parking - http://www.lclark.edu/dept/parking/ Directory - http://www.lclark.edu/dept/grad/directory.html Dining on Campus - http://www.cafebonappetit.com/lewisandclark/ - it would be best if we could make sure this site had links back to the Grad site Bookstore: http://lclark.bncollege.com/ Campus Safety - http://www.lclark.edu/dept/safety/ Chapel - http://www.lclark.edu/~chapel</p> <p>NOTE: If Administrative Services has a page devoted to any of the above (ex. Dining on Campus or Parking), let's first link to that page and then link out to the more general information</p>

Student Resources	*NEW – intro page to basic resources listed within it's subnav and others that we can link to; we can move some of the text from the Student Life homepage as an introduction here. Also link to the Administrative Services section under Administration from here.
Student Handbook	http://www.lclark.edu/dept/gsh/
Student Union Network	http://graduate.lclark.edu/org/gradsun/
Disability Support Services	http://www.lclark.edu/dept/access/
Health & Wellness	*NEW – intro page to basic Health and Wellness resources around campus; ; we can move some of the text from the Student Life homepage as an introduction here. Although most of the sub-pages are actually links to elsewhere in the site, we feel it's fine to cross list them. Although, let's simply link to Medical Coverage / Insurance: http://www.lclark.edu/dept/health/insurance.html
Health Center	http://lclark.edu/dept/health/ - cross-listed here
Counseling Center	http://www.lclark.edu/dept/counsel/ - cross-listed
Athletics Facilities	*NEW – it would be ideal for an intro page to be here explaining the benefits and privileges students have at L&C; and link to Sports & Recreation.
Computing & Media	*NEW – intro page directing students to computing and media resources with explanations and links to IT (http://www.lclark.edu/~infotech/), Computer Lab (http://www.lclark.edu/~labmgr/labs.html), Computer Purchasing Program (http://www.lclark.edu/~cpp/), and Instructional Media Services (http://www.lclark.edu/~infotech/IT/ims.html).
Housing Options	http://graduate.lclark.edu/dept/gradss/housing.html - link to the main Portland, OR section of the site from here.
Alumni	http://education.lclark.edu/dept/gsealum/ - slightly reordered sub-page navigation – make sure to add a prominent link to Ordering a Transcript on the Alumni homepage.
Services & Benefits	http://www.lclark.edu/dept/gsealum/benefits.html - (name change from Benefits)
Lifetime Email	http://www.lclark.edu/dept/gsealum/life_email.html - move this here
Featured Alumni	http://www.lclark.edu/dept/gsealum/featuredalumni.html
Photo Galleries	http://www.lclark.edu/dept/gsealum/photos.html - this needs to be updated – only one gallery, Commencement 2007. If it's not going to be updated, you may want to take it down until it can be maintained.
Alumni Authors	http://www.lclark.edu/dept/gsealum/authors.html
Volunteer	http://www.lclark.edu/dept/gsealum/volunteer.html
Update Your Info	http://www.lclark.edu/dept/gsealum/updateform.html

Community Outreach	<p>http://education.lclark.edu/dept/grad/centers.html - old centers page; Now this page will be the homepage for the new CCEPS.</p> <p>(Add a synopsis about the Oregon Center for Inquiry & Social Innovation http://www.lclark.edu/org/orcenter/ to a past projects page)</p>
About CCEPS	*NEW page
Equity/Disparity	*NEW page
Current Projects	*NEW page
Past Projects	*NEW page
Community Development & Well-Being	*NEW page
Current Projects	*NEW page
Past Projects	*NEW page
Health & Wellness	*NEW page
Current Projects	*NEW page
Past Projects	*NEW page
Literacy & Creative Expression	*NEW page
Current Projects	*NEW page
Past Projects	*NEW page
Oregon Writing Project	http://www.lclark.edu/dept/owp/
Northwest Writing Institute	http://www.lclark.edu/dept/nwi
Sustainability	*NEW page
Current Projects	*NEW page
Past Projects	*NEW page
School Improvement/ Transformation	Edit current http://www.lclark.edu/~ssw/ / http://www.lclark.edu/org/ceel
Current Projects	*NEW page
Past Projects	*NEW page
Center for Equitable & Effective Leadership	*NEW page

District Affiliated Programs	http://www.lclark.edu/dept/ccps/dist_affiliated.html
ESOL School & District Consultation Services	http://www.lclark.edu/dept/lcteach/esolservices.html
Native Communities	*NEW page
Current Projects	*NEW page
Past Projects	*NEW page
Indigenous Ways of Knowing Project	http://www.lclark.edu/~iwok/
Career & Licensing Services	http://education.lclark.edu/dept/grad/career.html - with the two very different areas of this section, the content on this page does a good job directing visitors to the info relevant to their needs via the large links with the page text. In working toward having a navigation that reflects the pages that live here, however, we suggest using "Education Careers & Resources" and "Counseling Careers & Resources" as the navigation links (see below).
Education Careers & Resources	http://education.lclark.edu/dept/ecls/ with same sub-navigation
Counseling Careers & Resources	http://education.lclark.edu/dept/cpsycpr/ with same sub-navigation
Administration	*NEW page/section that houses all administrative aspects of the school. This intro page should guide visitors around the section with links to various areas
Dean	http://www.lclark.edu/dept/graddean/ - most of the sub-nav pages of this have been moved to the top level of this section or elsewhere.
Professional Biography	http://www.lclark.edu/dept/graddean/fletcher.html
Associate Dean	http://www.lclark.edu/dept/graddean/assoc-dean.html
Professional Biography	http://www.lclark.edu/faculty/bixby/
Office Directory	http://www.lclark.edu/dept/grad/directory.html
Administrative Services	http://www.lclark.edu/dept/gradops/
Business Services	http://www.lclark.edu/dept/gradops/ad_bus_services.html
Parking & Transportation	http://www.lclark.edu/dept/gradops/parking_info.html - much of this info is redundant to our Meta-nav info on Parking & Transportation. Decide whether to maintain this separately or link to other info
Food Service	http://www.lclark.edu/dept/gradops/food.html
Facilities	http://www.lclark.edu/dept/gradops/facilities.html

Other Services	http://www.lclark.edu/dept/gradops/services.html
Administrative Calendar	http://www.lclark.edu/dept/grad/calendar.html
Accreditation	http://www.lclark.edu/dept/grad/ncateindex.html - renamed
News Archives	http://www.lclark.edu/dept/graddean/news.html