

Thin Common Cartridge RFP Guidance and Checklist

An IMS Global Thin Common Cartridge® (Thin CC®) is a standard way to enable an evolution to digital curriculum in which the digital curriculum is hosted on a secure web server while being searchable and accessible at a granular level by a learning platform, learning object repository, or any district system that supports the standard. This is accomplished by the learning platform ingesting the Thin CC, which is an index of learning objects or other direct entry points to the web hosted content.

Each index entry in the Thin CC consists of a link to a specific entry point to the web-hosted content (a learning object) with associated curriculum standards and other descriptive metadata. The links are either Learning Tools Interoperability® (LTI®) -enabled links or open web links. LTI-enabled links automatically handle secure sign-on behind the scenes as well as enabling passing of other information between the hosted content and the learning platform (see <https://www.imsglobal.org/activity/learning-tools-interoperability> for more information on LTI). Open web links are just links to open content on the worldwide web.

After a one-time ingestion and confirmation by an institutions' administrator, provider resources can be manipulated within (searched, relocated) and launched directly from the institution's learning platform. Thin CC enables granular access to and manipulation of hosted learning resources without changing how the resources are organized on the secure web site and without requiring downloading and ingesting of the resources into the learning platform. It is useful for all content in that it minimizes the need to package up, export and ingest content into a learning platform. Another benefit of the Thin CC is that the content provider has full version control over the content and can respond quickly to changes and updates to the content without having to engage an update process with the district.

When requesting a Thin CC it is important to understand the functionality of the target system as well as how the Thin CC is structured to realize the benefits it will accrue to the end-users. For instance if an institution is ingesting into an LMS versus a LOR, an institution may prefer a cartridge that is structured in a way that works best for the target system. In the case of an LMS, an institution may be interested in having a lesson structure(scope and sequence) with links to all of the resources. In the case of a LOR, an institution may be interested in a collection of objects aligned to curriculum standards that is searchable in the repository. The Thin CC specification supports both of the above scenarios and it is up to the cartridge provider and the consuming Tool (LMS or LOR) to implement proper support for these scenarios.

When procuring content:

- If the institution already has an IMS Conformance Certified Platform, determine what version the learning platform supports by looking it up in the IMS Global Certified Product Directory (imscert.org).
- Make sure to review the details of the conformance for the specific product version by selecting the detail view from the table.
- Click on the product name in the listing to see if your conformant learning platform has any approved exceptions.
- Ask content supplier(s) to provide IMS Global Thin CC conformant content in the same version that the platform supports. Only cartridges with verifiable conformance registration numbers are IMS Global conformant.
- Institutions may also wish to require specific features of the Thin Common Cartridge are used in procured content . If so, specify which features from the table below are desired. Note that a given platform may not support all features.

Suggested RFP Language [target: content providers]

The district is requesting IMS Thin Common Cartridge Compliant Cartridges certified at Thin CC Version 1.3 or higher. Please provide the Conformance Certification number along with a detailed list of support features in the Thin Common Cartridge(s). Please refer to the table below to determine features supported by the cartridge(s).

Evidence of a valid conformance certification, including a current registration number must also be available from the IMS Global web site. See <http://www.imscert.org>.

Thin Common Cartridge - Checklist [content providers]

Name	Description
Thin CC Version	Version Number 1.0
Thin CC Conformance #	IMS Assigned Conformance Certification Number
Weblinks	Will you be providing Web Links? [Open Links]
LTI Links	Will you be providing LTI Links?
Curriculum Standards	Will you be providing Curriculum Standards and alignment?
Inline Manifest	Will you be providing a manifest file with inline resources?
Scope & Sequence	Will you be providing a scope and sequence structure?

Metadata	Please provide a list of metadata elements to be included. Please review metadata section 4.5 of the Thin CC Implementation guide: http://www.imsglobal.org/cc/CCv1p0thin/ims_thinCC_impl-v1p0.html
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Suggested RFP Language [target: Tool providers - i.e. LMS, LOR]

The district is requesting support for ingesting IMS Thin Common Cartridge Compliant Cartridges certified at Thin CC Version 1.0 or higher. Please provide the Conformance Certification number along with a detailed list of support features in the Thin Common Cartridge(s). Please refer to the table below to determine features supported by the cartridge(s).

Evidence of a valid conformance certification, including a current registration number must also be available from the IMS Global web site. See <http://www.imscert.org>.

Thin Common Cartridge - Checklist [target: Tool providers - i.e. LMS, LOR]

Name	Description
Thin CC Version	Version Number 1.0
Thin CC Conformance #	IMS Assigned Conformance Certification Number
Curriculum Standards	Will your platform support ingesting Curriculum Standards and alignment?
Inline Manifest	Will your platform support a manifest file with inline resources?
Scope & Sequence	Will your platform support a scope and sequence structure?
Metadata	Please provide a list of Metadata elements your platform will support. Please review metadata section 4.5 of the Thin CC Implementation guide: http://www.imsglobal.org/cc/CCv1p0thin/ims_thinCC_impl-v1p0.html
Import/Export	Will your platform support import and export functionality at Thin CC Version 1.0?