

**E-Learning Proposal Cover Sheet**

<b>Cover Sheet for Proposals</b> (All sections must be completed)	<i>JISC Capital Programme</i>
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<b>Name of Capital Programme:</b> e-Learning			
<b>Bid for Call:</b> (Please tick ONE BOX ONLY, as appropriate)			
<b>Supporting lifelong learning</b>			
<input type="checkbox"/>	Call I – HE in FE		
<b>Technical developments to support learning and teaching</b>			
	<b>Call II – Assessment</b> <input type="checkbox"/> <b>a)</b> Item Authoring Tool <input type="checkbox"/> <b>b)</b> Item Bank Software <input type="checkbox"/> <b>c)</b> Assessment Delivery Tool		<b>Call IV – Admissions demonstrators</b> <input type="checkbox"/> <b>a)</b> structured personal profiles, course entry profiles and pre-assessment; <input type="checkbox"/> <b>b)</b> improving applicant feedback; <input type="checkbox"/> <b>c)</b> accreditation of prior experiential learning; <input type="checkbox"/> <b>d)</b> e-portfolio based admissions.
		<input type="checkbox"/>	<b>Call VI – Course validation</b>
<input type="checkbox"/>	Call III – Technology supported learning environments	<b>X</b>	<b>Call V – Course description and discovery</b>
		<input type="checkbox"/>	<b>Call VII – Domain maps</b>
<b>Name of Lead Institution:</b> University of Hertfordshire			
<b>Name of Proposed Project:</b> MOVE-XCRI			
<b>Name(s) of Project Partner(s):</b> University of Hertfordshire, MOVE Lifelong Learning Network			
<b>Full Contact Details for Primary Contact:</b>			
<b>Name:</b> Mark Leyland <b>Position:</b> Project Manager <b>Email:</b> mark.leyland@move.ac.uk <b>Address:</b> MOVE, Suite 1 Lancaster House, Meadow Lane St Ives, Cambridgeshire, PE27 4LG  <b>Tel:</b> 01480 467073 <b>Fax:</b> 01480 468601			
<b>Length of</b> 6 Months			

<b>Project:</b>		
<b>Project Start Date:</b>	1 <sup>st</sup> May 2007	<b>Project End Date:</b> 31 <sup>st</sup> Oct 2007
<b>Total Funding Requested from JISC:</b>		
<b>Funding Broken Down over Financial Years (April – March):</b>		
<b>Apr06 – Mar07</b>	<b>Apr07 – Mar08</b>	<b>Apr08 – Mar09</b>
	£10,000	
<b>Total Institutional Contributions:</b> £11,215		
<b>Percentage Contributions over the Life of the Project:</b>	<b>JISC</b> 47%	<b>PARTNERS</b> 53%
<b>Outline Project Description</b>		
<p>The proposal is to automate the import of course information from a number of HE and FE institutions using XCRI CAP. This data will populate the MOVE-XCRI repository of FE and HE courses offered by institutions within the East of England.</p> <p>Using developments from EELLS and EP4LL based web services, this course information will be offered back to Learners via the MOVE web site</p> <p>The overall objectives will be achieved by reuse of the learner record transfer technology (ioNetworks) developed in the JISC funded SHELL and EELLS projects.</p> <p>MOVE-XCRI will work with HE / FE partner institutions to agree a strategy of implementation of a data link between their institution and the MOVE server. This strategy is likely to involve a negotiated agreement for in house training of institution MIS staff, to enable them to implement and administer the system themselves.</p>		
<b>I have looked at the example FOI form at Appendix A and included an FOI form in the attached bid (Tick Box)</b>	<b>YES</b> X	<b>NO</b>
<b>I have read the Circular and associated Terms and Conditions of Grant at Appendix B (Tick Box)</b>	<b>YES</b> X	<b>NO</b>

**FOI Withheld Information Form**

<b>Section / Paragraph No.</b>	<b>Relevant exemption from disclosure under FOI</b>	<b>Justification</b>
NONE		

# **MOVE-XCRI Proposal**

## **1. Introduction**

MOVE Lifelong Learning Network is a three year funded HEFCE project aimed at maximising opportunities for learners in the East of England into and through Higher Education vocational routes. It has the support of the Association of Universities in the East of England (AUEE) and the Association of Colleges in the Eastern Region (ACER). This gives us access to work with a number of the 35 Further Education Colleges and 11 Higher Education Institutions in the Eastern region, and a substantial opportunity to trial and promote the Exchange of Course Related Information in a useful and broad ranging application.

MOVE's strategic aims are to:

- provide guaranteed Higher Education progression opportunities for individuals with vocational qualifications and/or experience from Further Education or from work, at any age, within the East of England Region.
- increase progression rates from vocational Further Education to Higher Education by full-time or part-time mode at undergraduate levels.
- increase progression rates from work to vocational Higher Education by full-time or part-time mode at undergraduate, and postgraduate levels.
- enhance learner choice of learning opportunities.
- improve learners' employment and career prospects

As part of its strategic aims, MOVE is currently funding the development of a number of web based learner services built around the work developed by the JISC funded EELLS, Learning Matrix and SHELL open source projects. These learner services will provide facilities covering learner registration and tracking, ePortfolio, advice and guidance, and credit and progression.

## **2. Project Description**

MOVE has existing agreements with several FE and HE institutions to implement learner data transfer between institutions to enhance learner registration, tracking and ePortfolio services. MOVE's initial plan was to manually collate course related information and enter this onto a course database, which will then be presented as part of the Information, Advice and Guidance (IAG) service offered through the MOVE web Site. A logical extension of the project, using the JISC funding will enable MOVE-XCRI partner institutions to automate the exchange of course related information directly into the MOVE course information service as XCRI.

This will enable MOVE to offer web services to learners improving the quality of IAG activities with up to date and accurate course information.

The MOVE-XCRI project would run from April through to October 2007 maximising the opportunity of aligning with the academic year. The timing will allow MOVE to continue to demonstrate and promote the service for at least year beyond this period.

MOVE staff are employed by the University of Hertfordshire on behalf of HEFCE and the University of Hertfordshire will act as lead institution for this project. Hertfordshire has a close association with MOVE, providing a range of systems and services, including the housing of MOVE IT systems. The University of Hertfordshire will also be one of the institutions supplying course information in XCRI format.

### **3. Aims and objectives**

MOVE-XCRI has the following specific objectives

- To evaluate the benefit of course information services to both learners and the institutions providing the data.
- To prototype, trial and evaluate data transformation and transfer services of course data (XCRI CAP) to partner HE and FE institutions.
- To trial and evaluate pre processing of course based information from a selection of the 35 FE partner Colleges and 11 HE partner institutions
- To negotiate access to institutions' MIS systems and secure agreements to participate in automated exchange of course data.
- To evaluate post processing of data imported from partner institutions and offer this information to learners with a level of quality assurance
- To use the course information collated to provide web based IAG activities accessed via a MOVE web service for Lifelong Learning.

### **4. Overall Approach**

The overall objectives will be achieved by reuse of the learner record transfer technology (ioNetworks) developed in the JISC funded SHELL and EELLS projects.

MOVE-XCRI will:

- Work with partner institutions to agree a strategy of implementation of a data link between their institution and the MOVE server. This strategy is likely to involve a negotiated agreement for in house training of institution MIS staff, to enable them to implement and administer the system themselves.
- Import course information from institutions as XCRI CAP. This data will populate the MOVE-XCRI repository of FE and HE courses offered by institutions within the East of England.
- Using developments from EELLS and EP4LL based web services, this course information will be offered back to Learners via the MOVE web site.

Critical success factors will include the development of:

- Tangible benefits to Lifelong Learners through increased MOVE website traffic and up to date information. This is particularly relevant to potential learners who are based in rural areas (which much of the East of England is) who do not have easy access to face to face IAG services. Many of the rural areas are ‘cold spots’ for participation in higher education.
- Tangible benefits to those who provide impartial information, advice and guidance to potential learners, particularly the MOVE learner constituency: (Learners with vocational qualifications at Further Education level 3 – for example those who have studied BTEC National courses, Learners qualifying via work-based learning routes – for example where previous work experience meets Higher Education entry requirements, and Mature ‘return to study’ Learners (waged and unwaged) seeking entry into vocational programmes either directly or through Access to Higher Education courses)
- Tangible benefits to partner organisations in adopting XCRI compliant data standards and increased knowledge (particularly FE) of national standards

### Limitations

The MOVE-XCRI trials will currently be limited to courses relating to Health and Social Care, Creative and Cultural Industries, Land Based Industries employment Sectors. However MOVE has also submitted proposals to HEFCE for funding to support Land Based Industries and will seek to broaden the scope of vocational progression opportunities across other sectors relevant to the East of England.

## 5. Project Outputs

The MOVE-XCRI project will provide:

- a course information tool which will provide up to date course details and course entry requirements in MOVE Employment Sectors through the MOVE website.
- a programme of workshops to inform and train institution staff to implement and administer ioMorph. Remote support and telephone assistance will be provided to staff during the implementation period.
- attendance by MOVE staff at events organised by JISC, Lifelong Learning Networks or other HE/FE events to promote the project.
- a progress report after 4 months of the project and a final report at the end of the project will be submitted to HEFCE.
- details of MOVE-XCRI progress and project documentation which will be published and updated on the project website

## 6. Project Outcomes

Robust testing and proving of course related data transfer from a number of institutions supplying data in various formats using XCRI CAP standards and ioNetwork technology.

The data collated will be used to provide part of an Information, Advice and Guidance web service available through the MOVE web site which will support and facilitate learner progression.

## 7. Risk Analysis

<b>Risk</b>	<b>Probability (1-5)</b>	<b>Severity (1-5)</b>	<b>Score (P x S)</b>	<b>Action to prevent / manage risk</b>
IAG staff and learners will not proceed due to perceived lack of benefit	3	5	15	full promotion of web services at staff development sessions, MOVE local network meetings and other fora attended by MOVE
Organisational – Not all HEIs and FECs provide the information required	3	3	9	Work with early supporting partners initially and then once benefits can be proved extend project to all HEIs and FECs. Use representative organisations AUEE and ACER to encourage use as best practice
Technical	2	5	10	Using proven technology
External suppliers - not capable of meeting project deadlines(6 month project duration)	2	3	6	Early indications are that Phosphorix (preferred supplier) could achieve requirements within specified time period
Legal	2	5	10	Data protection and IPR issues are critical and care will be taken throughout the project to ensure compliance

## 8. Intellectual Property Rights

Any software and documents produced by the project will be made available to the education community under a completely free of charge and Open Source license model. The projects will conform to JISC requirements for IPR.

## 9. Stakeholder Analysis

Stakeholder	Interest/stake	Importance
Lifelong Learners	Customer	High
Information, advice and guidance advisors (Connexions, Next Step, FE and HE information centres, Learning Shops, Aimhigher, Sector Skills Councils)	Consumer/aggregator of XCRI	High
HEIs and FECs Marketing departments	Data owners	High
Institutional IT staff	Network and systems connections	Medium

## 10. Sustainability

Project Outputs	Action for Take-up and embedding	Action for Exit
Project Website and reports	Findings and recommendations may be taken up practitioners / stakeholders.	Project Web Site will continue for at least 3 years after project conclusion. Reports will be sent to JISC for wider dissemination
ioNetwork	Software developments will be available as Open Source – free for use by not for profit organisations.	Software and documentation will be available to UK HEI/ FE institutions

By achieving the aim of MOVE-XCRI, which is to prove the concept of automated course data transfer (to XCRI CAP standards) to partner HE and FE institutions, sustainability will be achieved by:

- Recognition of the value of course information services by both learners and the institutions providing the data.
- MOVE Lifelong Learning Network continuing to import and collate XCRI CAP information and present it to learners on an ongoing basis as long as the network is funded (Currently Dec 31<sup>st</sup> 2008), and increase the number of partner institutions contributing to cover most, if not all of the 35 FE Colleges and 11 HEIs in the East of England.

## 11. Evaluation Plan

Timing	Factor to Evaluate	Questions to Address	Method(s)	Measure of Success
May '07	System functionality, performance and security	Is the system adequate, robust and reliable to deliver a regional service?	System monitoring and feedback evaluation	System performance
July '07	Adoption by data providers	Do the providers of course related data see this system as value added?	Feedback analysis	System adoption
October '07	Learner satisfaction	Are learners using the service?	Web traffic and Learner web service statistics	No. of learners using the tool to seek course information

## 12. Dissemination Plan

Timing	Dissemination Activity	Audience	Purpose	Key Message
May '07	Project Web site	Developers, Educationalists, Lifelong Learners, Organisations	Awareness of the project and Networking: collaboration / synergy with other projects / Lifelong Learning Networks	Promotion of the benefits of the service mainly to Institutions initially
May – August '07	Presentations / meetings with Key Stakeholder	Up to 35 FE colleges and 11 HE Institutions in the Eastern Region	Advise and prepare participating MOVE partner institutions and gather requirements	Promotion of benefits of the service
July – October '07	Regional Demonstrations	Regional institutions and organisations	Collaboration /promotion	Marketing
October '07	Publication of reports and findings	Practitioners and Developers	Disseminate outcomes of the project	Evaluation of project findings

### 13. Budget.

<b>Directly Incurred Staff</b>	<b>March 07</b>	<b>April 07– March 08</b>	<b>April 08– March 09</b>	<b>TOTAL £</b>
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████████████████████	█	████	█	████
<b>Total Directly Incurred Staff (A)</b>	<b>£</b>	<b>£7870</b>	<b>£</b>	<b>£7870</b>
<b>Non-Staff</b>				
	<b>March 07</b>	<b>April 07– March 08</b>	<b>April 08– March 09</b>	<b>TOTAL £</b>
Travel and expenses	£	£300	£	£300
Hardware/software	£	£	£	£
Dissemination	£	£400	£	£400
Evaluation	£	£300	£	£300
Other IT Consultancy (Phosphorix)	£	£4113	£	£4113
<b>Total Directly Incurred Non-Staff (B)</b>	<b>£</b>	<b>£5113</b>	<b>£</b>	<b>£5113</b>
<b>Directly Incurred Total (A+B=C) (C)</b>				
	<b>£</b>	<b>£12983</b>	<b>£</b>	<b>£12983</b>
<b>Directly Allocated</b>				
	<b>March 07</b>	<b>April 07– March 08</b>	<b>April 08– March 09</b>	<b>TOTAL £</b>
Staff - Partner staff training costs events.	£	£4000	£	£4000
Estates	£	£412	£	£412
Other	£	£	£	£
<b>Directly Allocated Total (D)</b>	<b>£</b>	<b>£4412</b>	<b>£</b>	<b>£4412</b>
<b>Indirect Costs (E)</b>				
	<b>£</b>	<b>£3820</b>	<b>£</b>	<b>£3820</b>
<b>Total Project Cost (C+D+E)</b>				
	<b>£</b>	<b>£21215</b>	<b>£</b>	<b>£21215</b>
<b>Amount Requested from JISC</b>	<b>£</b>	<b>£10000</b>	<b>£</b>	<b>£10000</b>
<b>Institutional Contributions</b>	<b>£</b>	<b>£11215</b>	<b>£</b>	<b>£11215</b>
<b>Percentage Contributions over the life of the project</b>				
		<b>JISC 47 %</b>	<b>Partners 53 %</b>	<b>Total 100%</b>

## **14. Key Personnel**

The core project partners are the University of Hertfordshire and MOVE The Lifelong Learning Network for the East of England.

MOVE-XCRI project personnel will include:

Project Director: David Piper – Director of Learning Technology, University of Hertfordshire

Project Director: Trish Judson – Director of Information Advice and Guidance, MOVE Lifelong Learning Network.

Project Manager: Mark Leyland – Project Manager, IT – Move Lifelong Learning Network

Technical Partner: Selwyn Lloyd – Phosphorix Ltd

In addition to the above, Representatives from a sample of the 35 FE Colleges and 11 HEIs in the East of England who will be providing XCRI data, will participate in the project.

## **15. Supporting Letters – See attachments**