



WORKPACKAGES	Month	1	2	3	4	5	6	7	8	9	10	11	12
1: Develop cases		█	█	█	█	█	█						
2: Configure and install			█	█	█	█	█						
3: Integrate WS enhancements			█	█	█	█	█	█					
4: Pilot cases						█	█	█	█	█	█	█	
5: Evaluation			█	█	█	█	█	█	█	█	█	█	█
6: Dissemination				█			█		█	█	█		
7: (Interface with PLPP)			█	█	█	█	█	█	█	█	█	█	█
8: (Interface with Petal2)				█	█	█	█	█	█	█	█	█	█

Project start date: 01-04-2005

Project completion date: 31-03-2006

Duration: [12] months

Note: In the plan below, dates are approximate. Account has not been taken of weekend days (e.g. 31/10/05 means “by the end of October”)

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
<b>YEAR 1</b>					
WORKPACKAGE 1: Develop Cases					
<i>Objective: To create scenarios using template and develop scenarios into case studies</i>					
1. Identify key actors, including learners	01/04/05	15/06/05	List of named contacts and roles for each scenario	*	GR, RAF, RAS
2. Write/adapt scenario	15/04/05	15/07/05	Scenarios written in standard format		GR, RAF,

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					Course Leaders
3. Induction into capabilities and limitations of Petal	01/05/05	01/07/05	Group and individual training and familiarisation sessions		GR, RAF, RAS, Course Leaders
4. (Identify server/host)	01/04/05	01/06/05	Named contact and hosting SLA		GR, Course Leaders, Hosts
5. (Install application)	15/05/05	01/07/05	Demo system installed at K-Int, Developmement System installed at K-Int, Pilot application systems installed at at least 4 hosts	*	GR, K-Int, Course Leaders, Local Tech Support
6. Develop pedagogical and technical localisation specification	15/05/05	01/08/05	Spec requirements document for localisation at all case studies		GR, K-Int, Course Leaders, Local Tech Support
7. Develop accessibility and SENDA compliance	15/05/05	01/08/08	W3C Accessibility statement & test plan		EL, RAF, K-Int, GR
8. Recruit cohort	15/05/05	30/09/05	Cohort names rostered for case studies	*	Course Leaders
<b>WORKPACKAGE 2: Configure and Install</b>					
<b>Objective:</b> For each case study to have a working system adapted, within the limitations of the system to the case study needs					
9. Install application	15/05/05	01/07/05	Demo system installed at K-Int, Developmement System installed at K-Int, Pilot application systems installed at at least 4 hosts		GR, K-Int, Course Leaders, Local Tech Support
10. Receive and comment on technical localisation spec	01/06/05	01/09/05	Spec work plan for each case study		K-Int, GR
11. Allocate work between parties			Case study work plans		GR, K-Int, Course Leaders, Local Tech Support
12. Undertake localisation	01/06/05	30/09/05	code, UI, skins CSSs, XSLTs		K-Int, Local

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
13. Deliver/update local case study systems	01/07/05	30/09/05	Working applications	*	Tech Support K-Int, Local Tech Support
<b>WORKPACKAGE 3: Integrate WS enhancements</b>					
<b>Objective:</b> To incorporate Web Service enhancement to system					
14. Identify enhancement (RCDEO)	01/05/05	01/06/05	evaluate RDCEO, other WS	*	GR, K-Int, RAF, OUCS-LTG
15. Identify beneficiary case studies	01/06/05	15/06/05	Studies listed	*	GR
16. Develop	01/06/05	30/09/05	Requirements document, Work Plan, Code		GR, K-Int, RAF, OUCS-LTG
17. Roll out	01/09/05	15/10/05	Integrate and install at case study(ies)	*	K-Int
<b>WORKPACKAGE 4: Pilot Cases</b>					
<b>Objective:</b> to have up to 100 end user learners using the Petal system to develop and maintain e-portfolios					
18. Induct Cohorts	01/09/05	31/11/05			GR, RAF, Course Leaders Learners
19. Run pilots	01/09/05	28/02/06			Course Leaders Learners

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
<b>WORKPACKAGE 5: Evaluate</b>  <u>Objective:</u> a) Monitor attainment of interim project goals and methods - formative - to influence future direction of project.; b) Accountability - summative - did the project achieve its goals?; c) Learning about the PETAL tool and its use. Is Petal being used as well as it could be?	01/04/05	31/03/06	Evaluation methodology, instruments and report		
20. Finalise evaluation plans	01/04/05	15/06/05	Evaluation Plan		GR, RS
21. initial questionnaire		31/10/05			RS, GR, RAF, Course Leaders
22. final student questionnaire		28/02/06			RS, GR, RAF Learners Course Leaders
23. Student diaries		28/02/06			Learners Course Leaders
24. Evaluation site visits		28/02/06			RS, GR, RAF Course Leaders Learners
25. Report		31/03/06	Report	*	RS
<b>WORKPACKAGE 6: Dissemination</b>  <u>Objective:</u> To demopnstrate and promote the use of open source portfolio tools					
26. Present papers to at least 3 conferences					GR, RAF, RS, K-Int
27. Present at least 3 regional dissemination events with ALT					GR, RR
28. To participate in OSPI workgroups					GR, K-Int

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
WORKPACKAGE 7: Interface with PLPP			(This workpackage is supplementary to the core myWORLD project but needs to have a presence on the plan)		
<u>Objective:</u> To coordinate Petal/myWORLD inputs to Kent/Canterbury Christchurch PLPP Regional Pilot Project					
29. Co-ordinate project management	01/05/05				GR, EB
30. Identify pilot cohort	01/06/05				
31. Localise application		30/09/05			
32. Install Petal Service	30/09/05	31/10/05			
33. Run pilot	30/09/05	28/02/05			
WORKPACKAGE 8: Interface with Petal2			(This workpackage is supplementary to the core myWORLD project but needs to have a presence on this plan; detailed plan for Petal2 available as separate document)		
<u>Objective:</u> To co-ordinate Petal2 Software development and Petal 2 Case Studies					
34. Identify 4 Petal2 case studies		15/06/05			
35. Build modules		30/09/05			
36. Install and localise	30/09/05	31/10/05			
37. Run case studies	01/10/05	31/03/06			
PROJECT REPORTING					
38. First quarterly report		30/06/05			GR

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
39. Interim Report		30/09/05		*	GR
40. Third quarterly report		15/12/05			GR/RS
41. Draft final report		28/02/06		*	GR/RS
42. Final Report		31/04/06		*	GR

Members of Project Team:

*GR: George Roberts (Project Manager)*

*RS: Rhona Sharpe (Lead Evaluator)*

*RAF: Richard Francis (Head of Media Workshop, Pedagogical Adviser)*

*RAS: Stan Stannier (Manager for University of Brighton Partners)*

*K-Int: Knowledge Integration (Technical Partners: Neil Smith, Zack Wragg, Rob Tice, Ian Ibbotson)*

*OUCS-LTG: Oxford University Computing Service-Learning Technologies Group (Adam Marshall, Stuart Lee)*

*RR: Rhonda Riachi (Director of ALT, Dissemination Partners)*

*EB: Edwina Bell, Project Manager PLPP*

*Case Study Personnel*

- Local Technical Support
- Local Course Leaders
- Learners