



**Title:** Petal Work Packages  
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**Revision:** Revision # r.01  
**Revision Date:** 2004-09-07  
**Status:** draft

**Revision Information:**

#	Date	Description
0.1	2004-09-22	first draft

WORKPACKAGES	Month	1	2	3	4	5	6	7
1: CMALT Inception			█					
2: Requirements document			█					
3: Project Website			█	█	█	█	█	█
4: CMALT use case 1				█				
5: alpha software release				█				
6: IMS LD UML description of use case 1					█			
7: Produce use case template					█			
8: Interim Report					█			
9: beta software release						█		
10: 8 LTs complete CMALT				█	█	█	█	
11: Develop 8 use-case scenarios					█	█	█	█
12: Tool Release1.0					█	█	█	
13: Final Report								█

Project start date: 2004-09-07  
 Project completion date: 2005-03-31  
 Duration: 7 months

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
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Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
<b>YEAR 1</b>					
<b>WORKPACKAGE 1: CMALT Inception</b>					
<u>Objective:</u> to form the Learning Technologists Pilot Group and to introduce the Certified Member of ALT Scheme, OSPI and LAMS					
1. Prepare CMALT documentation versioned for Petal LTPG	20/09/04	11/10/04	Documentation for LTPG		RF
2. Organise facilities for meeting	20/09/04	11/10/04			RF
3. Conduct a one-day workshop		18/10/04	Drafting towards Requirements Document	<b>II</b>	RF, GR, FG, +1 Advisory Group
<b>WORKPACKAGE 2: Initial Requirements Document</b>					
<u>Objective:</u> To specify OSPI developments required for CMALT					
4. Review outputs from CMALT Inception	18/10/04				GR, NS, RF, SS
5. Draft Initial Requirements Document	24/09/04	22/10/04	Initial Requirements Document	<b>II</b>	RF, FG
<b>WORKPACKAGE 3: Project Website</b>					
<u>Objective:</u> To inform JISC and wider community of work ongoing					
6. Design, develop and publish Website	20/09/04	05/10/04	Website		GR, RF, FG
7. Ongoing development and maintenance					RF, FG, GR

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
<b>WORKPACKAGE 4: CMALT Use Case 1</b>					
<u>Objective:</u> To specify the Learning Design of the first use case					
8. Use LAMS to model CMALT use case	18/10/04		LAMS flow chart of CMALT use case		LTPG, RF, FG
9. Test use case against Initial Requirements	18/10/04				RF, FG, NS
10. Revise requirements against use case			Revised requirements document	<b>II</b>	RF, NS
<b>WORKPACKAGE 5: alpha software release</b>					
<u>Objective:</u> to deliver an early version to the LTPG for trials					
11. Configure OSPI tool with modifications for upload to UAT server					NS
12. Upload tool			Working prototype of Petal OSPI tool	<b>II</b>	NS
<b>WORKPACKAGE 6: IMS LD UML description of use case 1</b>					
<u>Objective:</u> To produce UML description of CMALT processes					
13. From LAMS model draft UML description			UML description	<b>II</b>	RF, FG

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
<b>WORKPACKAGE 7: Produce use case template</b> <u>Objective:</u> To produce a template, based on use case 1, to allow the structured completion of further use cases					
14. Analyse WP4 (use case 1) and WP6 (UML description of use case 1) to determine general portfolio processes					LTPG, RF, Advisory Group
15. Draft general use-case description			Draft <b>document</b> for review		RF, FG
16. Review draft description					GR, RF, NS, Advisory Group
17. Produce use-case template		15/11/04	<b>Use Case Template</b> delivered to LTPG	<b>II</b>	RF
<b>WORKPACKAGE 8: Interim Report</b> <u>Objective:</u> To reflect on Project to date					
18. Review Project					GR, RF, NS, Advisory Group
19. Draft Report		15/11/04	Draft Report		GR
20. Present to Steering Group			(on-line)		GR
21. Revise and Publish		26/11/04	Interim Report		GR
<b>WORKPACKAGE 9: beta software release</b> <u>Objective:</u> To produce improved version of general ePortfolio tool					
22. Review WP5 in light of WP 6 and WP7					NS, RF, GR

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
23. Revise requirements			Revised Requirements Document		RF, NS
24. Make changes					NS
25. Upload to UAT server			Working revised prototype of Petal tool	II	NS
<b>WORKPACKAGE 10: LTs complete CMALT</b>					
<u>Objective:</u> Use tool to publish ePortfolios for evaluation and comment by CMALT reviewers					
26. Publish Portfolios					LTPG
27. Review Portfolios			<b>8 CMALT portfolios produced using Petal tool</b>		ALT, Advisory Group
28. Review Petal Processes				II	GR, RF, NS, LTPG
<b>WORKPACKAGE 11: Develop 8 Use Case Scenarios</b>					
<u>Objective:</u> To model and demonstrate transferability of portfolio processes and Petal tool to four different post-compulsory education sectors					
29. Identify and agree candidate use cases		20/12/04			RF, LTPG
30. Review template in light of candidate use cases	15/11/04	20/12/04			RF, LTPG
31. Draft use cases	20/12/04	14/02/05			LTPG
32. Produce UML of use cases	10/01/05	14/02/05			RF, FG
33. Review, revise, publish use cases	14/02/05	07/03/05	<b>8 documented, implementable use cases</b>	II	RF, GR, LTPG

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
<b>WORKPACKAGE 12: Tool Release 1.0</b>					
<u>Objective:</u> To produce a configuration of the tool that can be uploaded to multiple servers (8 use case sites)					
34. Review WP9 in light of WP 10 and WP11					NS, RF, GR
35. Revise Requirements			<b>Revised Requirements Document</b>		NS
36. Make Changes		21/03/05	Produce Release 1.0 configuration		NS
37. Upload		21/03/05	Working version 1.0 on ALT's public server	<b>II</b>	NS
<b>WORKPACKAGE 13: Final Report</b>					
<u>Objective:</u> To reflect on whole project					
38. Review project					GR, RF, NS
39. Draft report			<b>Draft Report</b>		GR
40. Present to Steering Group		14/02/05	<b>Project presentation slides</b>		GR
41. Revise and publish report		31/03/05	<b>Final Report</b>		GR

Members of Project Team:

*GR = George Roberts*

*NS = Neil Smith (and K-Int developers)*

*RF = Richard Francis*

*FG = Fawei Geng*

*SS = Seb Schmoller*

*LTPG = Learning Technologists Pilot Group*