

**Appendix B. Workpackages**

WORKPACKAGES	Months	F	M	A	M	J	J	A	S	O	N	D	J	F	M	
		B	A	P	A	U	U	U	E	C	O	E	A	B	A	
		R	R	R	Y	N	L	G	P	T	V	C	N	R	R	
		U	C	I		E		S	T	O	E	M	A	U	C	
		A	H	L				T	E	B	M	B	R	A	H	
		R						E	M	E	B	E	Y	Y		
		Y						R	B	R	R					
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	
1: Management	14															
2: Dissemination	14															
3: User requirements and usage scenarios	4															
4: Technical requirements	2															
5: Metadata generation and provision	7															
6: Development of the pilot	11															
7: Evaluation	10															
8: Shibboleth	6															

Project start date: 01-02-2005

Project completion date: 30-03-2006

Duration: [14] months

<i>Workpackage and activity</i>	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>WORKPACKAGE 1: Management (BBK)</b>					
<b>Objective: Administrative, technical and financial management of the project</b>					
1. Finalise budget	01/02/05	28/02/05	<b>Final Budget</b>		AP/GM
2. Finalise Contracts and Consortium Agreement	01/02/05	28/02/05	<b>Contracts and Consortium Agreement</b>		BBK R&C
3. Finalise project plan	01/02/05	28/02/05	<b>Final project plan</b>		ALL
4. Administer budgets	01/02/05	31/03/06			SDF/L4ALL ADMIN
5. Monitor project plan	01/02/05	31/04/06			SDF/L4ALL ADMIN
6. Communication with JISC	01/02/05	31/04/06			SDF/L4ALL ADMIN
7. Schedule advisory group meetings	01/02/05	31/04/06			SDF/L4ALL ADMIN
8. Schedule meetings with technical contacts in each of the partner institutions that will host end-users or access-controlled resources	01/02/05	31/04/05			SDF/L4ALL ADMIN
9. Produce three progress reports	01/02/05	31/03/06	<b>PROGRESS REPORTS SUBMITTED ON 30/06/05, 30/09/05 AND 31/12/05</b>		SDF

<i>Workpackage and activity</i>	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
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10. Produce draft Project Report	01/02/06	28/02/06	<b>DRAFT PROJECT REPORT</b>	<b>X</b>	SDF
11. Produce final report and IPR report	01/02/06	31/03/06	<b>FINAL REPORT</b>	<b>X</b>	SDF/ALL
<b>WORKPACKAGE 2: Dissemination (BBK+IoE)</b>					
<b><u>Objective:</u> Development and organisation of dissemination and networking activities</b>					
12. Establish project web site	01/02/05	31/03/05	<b>WEB SITE UPLOADED</b>	<b>X</b>	SDF/LKL Web team
13. Administration of project web site	01/02/05	31/03/05	Ongoing Updating of Web Site Info		SDF/L4ALL ADMIN
14. Networking activities	01/02/05	31/03/06	<b>DISSEMINATION EVENTS/SEMINARS</b>	<b>X</b>	SDF/ALL
15. Administration of networking activities	01/02/05	31/03/06	Administrating dissemination events		SDF/L4ALL ADMIN
16. Dissemination through JISC	01/02/05	31/03/06	Dissemination through JISC web site/development bay and mailing lists		SDF
<b>WORKPACKAGE 3: User requirements and usage scenarios (IoE)</b>					
<b><u>Objective:</u> Formulate user requirements and usage scenarios</b>					
17. Identify the user groups	01/02/05	31/03/05	Identification of User Groups		AM/MO/SDF
18. Recruit from the user groups	01/03/05	31/03/05	Recruitment From User Groups		L4ALL ADMIN/SDF
19. Design a plan for the requirements elicitation	01/02/05	31/03/05	<b>REQUIREMENTS ELICITATION PLAN</b>	<b>X</b>	SDF/MO

<i>Workpackage and activity</i>	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
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20. Execute the elicitation plan	01/04/05	30/04/05	Execute Elicitation Plan		SDF
21. Analyse data	01/05/05	31/05/05	Interim report on data analysis		SDF/MO
22. Produce report	01/05/05	31/05/05	<b>USER REQUIREMENTS REPORT</b>	<b>X</b>	SDF/MO
<b>WORKPACKAGE 4: Technical requirements (BBK)</b>					
<b>Objective: Formulate technical requirements</b>					
23. Critical review of existing technologies for web portals	01/02/05	28/02/05	Interim report on web portals		GP
24. Survey of available services from JISC funded projects and tools	01/02/05	31/03/05	Interim report on services and tools		GP
25. Survey of component-based architectures in JISC funded projects	01/02/05	31/03/05	Interim report on architectures		GP
26. Design of system architecture	01/02/05	31/03/05	<b>REPORT ON THE L4ALL SYSTEM ARCHITECTURE</b>	<b>X</b>	GP
<b>WORKPACKAGE 5: Metadata generation and provision (BBK+IoE)</b>					
<b>Objective: Generate metadata</b>					
27. Identify potential metadata providers	01/04/05	30/04/05	Identification of metadata providers		AM/MO/SDF
28. Recruitment of metadata providers	01/04/05	30/05/05	Recruit from identified providers		L4ALL ADMIN/SDF
29. Elicit metadata from providers	01/05/05	31/08/05	Elicitation of metadata		SDF/GP
30. Encode metadata for upload to pilot	01/06/05	31/10/05	Metadata encoding		L4ALL ADMIN/GP

<i>Workpackage and activity</i>	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
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<b>WORKPACKAGE 6: Development of the pilot (BBK)</b>					
<b>Objective: Develop the pilot</b>					
31. Set Up and Customise the Portal Platform	01/04/05	30/04/05	The portal platform		GP
32. Integrate JISC Services into Portal	01/05/05	31/05/05	Services integrated into portal platform		GP
33. Develop Web User Interface for presentation of services to users	01/06/05	30/06/05	User interface available <b>FIRST VERSION OF THE PILOT</b>	<b>X</b>	GP
34. Test, Evaluate, Extend and Refine the Pilot	01/07/05	31/03/06	<b>FINAL VERSION OF THE PILOT</b>	<b>X</b>	GP
<b>WORKPACKAGE 7: Evaluation (IoE)</b>					
<b>Objective: Deploy the final system and evaluate it with users</b>					
35. Design the evaluation strategy	01/02/05	31/05/05	Evaluation strategy		SDF/MO
36. Identify participants	01/05/05	15/05/05	Identification of participants		SDF/MO/AM
37. Recruit participants	15/05/05	31/05/05	Recruitment of participants		SDF/L4ALL ADMIN
38. First pilot study	01/07/05	15/07/05	<b>PILOT STUDY</b>	<b>X</b>	SDF/MO
39. Identify refinements to the system	15/07/05	31/07/05	Identification of refinements		SDF/GP
40. Design workshops for testing	01/10/05	15/10/05	Design of Workshops		SDF/MO/AM
41. Produce report for workshop testing	15/10/05	31/10/05	<b>DESIGN OF WORKSHOP REPORT</b>	<b>X</b>	SDF/MO/AM
42. Identify workshop participants	01/11/05	30/11/05	Identify participants		SDF/MO/AM

<i>Workpackage and activity</i>	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
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43. Recruit workshop participants	01/12/05	15/12/05	Recruit participants		SDF/L4ALL ADMIN
44. Carry out workshops	01/01/06	31/01/06	Workshops		SDF/MO/AM
45. Analyse data	01/02/06	28/02/06	Analysis of data		SDF/MO/AM
46. Produce report	01/02/06	28/02/06	<b>EVALUATION REPORT</b>	<b>X</b>	SDF/MO
<b>WORKPACKAGE 8: Shibboleth (LSE)</b>					
<b>Objective: Incorporate Shibboleth components into the pilot and the partner institutions</b>					
47. Identify and advise on resource repository platforms	01/04/05	30/05/05			GP/JPA/SML
48. Identify content resources; agree L4All 'who can access what' policy	01/04/05	30/05/05			GP/SML/JPA
49. Agree end-user attribute schema; attribute release policies	01/04/05	30/05/05	Interim report on schema and policies		GP/SML
50. Shib-target implementation for resource repositories	01/06/05	30/07/05	<b>REPORT ON IMPLEMENTATION OF SOFTWARE COMPONENTS IN EACH OF THE PARTNER INSTITUTIONS</b>	<b>X</b>	GP/JPA/SML
51. Shib-origin implementation for L4All portal	01/08/05	30/09/05	<b>REPORT ON IMPLEMENTATION OF SOFTWARE COMPONENTS IN THE PORTAL</b>	<b>X</b>	GP/SML

## Members of Project Team

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