Project Summary



Edinburgh Napier University Personal Development Tutor Training Website

Dates

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| --- | --- | --- |
| Sponsor Appointed | Project Authorized | Project Closed |
| 20/01/2020 | 16/01/2020 |  |

Purpose

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| Goal / Outcome | To build an interactive, easy-to-use training website for tutors at Edinburgh Napier University, who have taken on the role of a Personal Development Tutor.  This website will provide:   * Resources to the PDTs * Content highlighting the responsibilities of a PDT * Issues surrounding the safeguarding of PDTs and their students * PDT Toolkit * PDT Guidance Documents * PDT Video * PDT Survey |
| Main product | An interactive, easy-to-use training website for Edinburgh Napier PDTs. |
| High-level Requirements | Requirements Analysis – Gathering details on the contents to be included in the new system. This will be conducted via focus group interviews with Edinburgh Napier students.  PDT training website – A visually appealing, easy-to-use, engaging and interactive website that will include:   * Content gathered from requirements analysis * Content Management System + Admin Portal for the client to be able to update the system’s content * Database to manage registered user accounts & multiple-choice survey questions and answers   PDT User Study Report – A report conducted with PDTs from different schools, which will evaluate the user experience and effectiveness of the training website. |

Targets

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| Duration | 10 Weeks |
| Budget | Non-Applicable |

Major Risks

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| Risk of data loss  Possible causes of this risk could be USB/hard drive corruption, extraction of external storage devices without safe removal or possible hardware malfunctions. The best solution to avoid this problem would be to backup every file created to several different hard drives or possibly cloud storage.  Risk of team members being sick  It is quite possible for one or several team members to be off with some type of illness. The best solutions to this problem could be to track all currently required tasks through the use of a Kanban board and split up an ill team member’s current tasks amongst the remaining team members, and for ill team members to submit their work daily to cloud storage.  Risk of hardware failure  A possible solution to this problem could be for each team member to conduct a monthly check-up to ensure that their hardware is functioning correctly & inform the rest of the team. Another possible solution to this problem is to use the equipment provided at Edinburgh Napier University.  Risk of software failure  A possible solution to this problem could be to ensure that each of the software packages used is currently up-to-date. Another solution is to ensure that each team member has a type of anti-virus software installed to protect against virus attacks. |

Roles

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| Sponsor | Christos Chrystoulas |
| Consultants | Non-Applicable |
| Project Manager | Fraser Yuill |
| PM Support(s) | Jamie Kearney |
| Team Manager(s) |  |
| Jamie Kearney | UX Developer |
| Liam Duff | Developer |
| Sean Mullen | Developer |
| Jake Johnston | Security Director |
| Fraser Yuill | UX Developer |
| Marcin Kazmierkiewicz | Lead Developer |
| Supplier PM(s) | Non-Applicable |