

Create Change Management Register

Project Name: University Learning Management System (LMS) Upgrade

Date Request Submitted: Octobor

Title of Change Request: Change in LMS

Change Order Number: 1

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Change Category: Scope Cost Technology

Description of change requested:

As the old LMS has been outdated and used for several years which has been very helpful for the students as well as faculty member / staff. Now that it has been old and outdated it has made difficulty for staff and students to access and utilisation of systems. With the technology getting advance the new LMS needed to be updated with many features which are given below:

- User-friendly interfaces: Most important change should be regarding UI where end users who are using the application should be comfortable to use the application to navigate, search and access the information.
- Mobile Compatibility : New LMS should be mobile compatible which mean it should be device friendly and can be used through any kind of device without hiding or having difficulty to access any kind of data.
- Communication Media: Chat-bots and help in communication tools should be inbuilt which helps students to have more easier platform to clear their doubts and have communication in administration.
- Management of Course: Managing course should be handy and staff member should be able to change course content and other educational materials efficiently. Apart from that students should be able to view their progress in more clear and organized way.
- Analytics and reporting: New LMS should have capability to enable administrator or staff members to track student progress and identify areas for improvement with analytics reports and charts.
- Integrations with other University : Student should be able to access information and library systems and authentications system which can work in seamless experience.

Events that made this change necessary or desirable:

Existing LMS was running from several years and has been outdated. It was very difficult for students as well as staff members to utilise the system efficiently. As it was there from severla years it lacked a lot of features and functionalities which lead user to have problem to run system efficiently. Moreover, this system lacked security and had problem related to performance. All of these problem were making hard for end users to use the system and have good learning experiences.

Justification for the change/why it is needed/desired to continue/complete the project:

Technology is advancing in major way and development of AI has made it more concern in the technology. And with all the changes in technology, system upgrade of LMS was much needed. Old system was running on web based application whereas most of the students were having problem to access the system from their mobile devices and system was probe to security issue as data need to be secured. Old system had problem with user interfaces which made it harder for end users to access the system effectively. Apart fro that, students were having problem support and communication with administration and facility member. As the system had old library system which was bound to limited resources and information, students were having problem to get seamless experience of study. With the facility member and staff member they had limited resource to manage the course and grade and other resources.

Impact of the proposed change on:

Scope: New LMS

Schedule: 30 weeks

Cost:

Staffing: 5

Risk: HIGH

Other:

Suggested implementation if the change request is approved:

Required approvals:

Name/Title	Date	Approve/Reject
John Dewar / Vice Chancellor, President		Approve
Mark Smith / COO		Approve
Lynette / IT Excutive		Approve
Jack Filby / Project Sponser		Approve