# **Group Alpha**

# Project proposal

Someone makes a fancy cover page, with our name on it.

## **Introduction:**

## **Report:**

### **Client’s requirement**

* 1. ***Client’s summary:***

West Newcastle Academy (WNA) is a new primary school in Benwell, located on Newcastle upon Tyne, UK. WNA has requested for a system technology for its new school, which is called free school. The funding of the new free school is funded by State of Schools[[1]](#endnote-1), and its application was approved by the Newcastle City Council on 20th February 2015[[2]](#endnote-2). It’s worth notice that the new school is under construction.

* 1. ***Our goals and objectives:***

In accordance to our code of conduct, we aimed to provide WNA with a set of Information Technology solution that closely fulfill their operational requirement which is customized to the school’s condition and expectation. These are our objectives:

* To deliver products and services that facilitates the needs of stakeholders
* To consult to the needs of stakeholders on the currently available technology solution that might benefit them.
* To control and monitor the costs of the project within assumed budget.
* To update clients and involved party on the project.
* To facilitate the necessary training for integration/ maintenance of all products/ service after deliverance.

***1.3 Requirement summary:***

Upon review the client’s documentation, the following requirement are collected and modelled based on the needs of defined stakeholders as follow:

* **Children:**

*Input:* Educational content, in school and out-of school education needs.

*Output:* Technology to enable full time learning regardless of location.

*Process:* Deliver educational content to available interfaces to children.

Allow interaction between children and live content.

*Performance:* Must be able to support multiple user accesses.

Latency of content delivery must be keep as low as possible

Must compliance to Special Educational Needs and Disability.

*Security:* Must compliance to Safeguarding Children Policy and Procedures and Child Protection Policy[[3]](#endnote-3)

* **Teaching Staves:**

*Input:* Curriculum, teaching environment.

*Output:* Technology to enable the delivery of effective teaching.

*Process:* Display content and allow interaction between teaching staves and children more effective via a platform on classroom

Record lectures to allow keep safe of learning time as well as archive for revision.

*Performance:* Must be effective, completely put the physical implementation of simple blackboard and teacher’s own vocal to obsolete.

Easy to use to teacher with low level of technical knowledge.

Resistance to physical damage and or other environmental factor.

Must compliance to Special Educational Needs and Disability.

*Security:* Must compliance to Attendance Policy, Charging & Remissions Policy, Disciplinary policy and Child Protection Policy[[4]](#endnote-4)

* **Administration:**

*Input:* Report, performance, business details.

*Output*: Technology to capture, analyses, and report the required information to involved parties, both internal and external.

*Process*: Data entry via Administrative interface.

Data processing and storage onto private Schools storage.

Enable Data retrieving, processing to users with appropriate access controls level

Enable Data sharing/ back up on multiple fail-safe location.

*Performance*: Must be accurate and consistent.

Easy to use to staves with low level of technical knowledge.

Must be able to prevent data loss.

Data reporting must be optimized and well presented.

*Security*: Must compliance to Complaint Policy, Confidentiality, Confidential Reporting and Whistle blowing policy, Data protection policy, information and communication policy[[5]](#endnote-5)

* **Technical staff**

*Input:* IT infrastructure

*Output*: Technology to enable, support and maintenance IT equipment/ system.

*Process:* Enable Technical staff to integrate new infrastructure to the school activities.

Provide the training necessary for technical staff to run, monitor and trouble shoot IT infrastructure.

*Performance:* Must be available and reliable

Must be specific in details about the system for the ease of access.

*Security:* The same as Administration.

* **Governors:**

*Input:* Meeting, finance details and other areas of interest.

*Output:* Technology to facilitate the management of the school by meeting, presenting and assert control on schools performance.

*Process:* Provide IT procedures for coordination of meeting.

Provide IT equipment visualizing and representing data to audience, as well as IT equipment for enhancement of presentation to audience.

Provide highest access control level for checking on school’s performance, data on finance and other areas of interest.

Interface for issue direction to other staves/ public on schools policies as well as management of schools activities.

*Performance:* Must be available and secured (more on security)

Easy to use to staves and governor, with little help from IT staff.

Equipment must deliver high quality sounds and graphic presentation to audience.

Must be adaptive to change of management.

*Security:* The same as Administrator

* **Parents/Care takers:**

*Input:* Meeting, finance details and other areas of interest.

*Output:* Technology to facilitate the management of the school by meeting, presenting and assert control on schools performance.

*Process:* Provide IT procedures for coordination of meeting.

Provide IT equipment visualizing and representing data to audience, as well as IT equipment for enhancement of presentation to audience.

Provide highest access control level for checking on school’s performance, data on finance and other areas of interest.

Interface for issue direction to other staves/ public on schools policies as well as management of schools activities.

*Performance:* Must be available and secured (more on security)

Easy to use to staves and governor, with little help from IT staff.

Equipment must deliver high quality sounds and graphic presentation to audience.

Must be adaptive to change of management.

*Security:* The same as Administrator

* **Catering Staff:**

*Input:* Meeting, finance details and other areas of interest.

*Output:* Technology to facilitate the management of the school by meeting, presenting and assert control on schools performance.

*Process:* Provide IT procedures for coordination of meeting.

Provide IT equipment visualizing and representing data to audience, as well as IT equipment for enhancement of presentation to audience.

Provide highest access control level for checking on school’s performance, data on finance and other areas of interest.

Interface for issue direction to other staves/ public on schools policies as well as management of schools activities.

*Performance:* Must be available and secured (more on security)

Easy to use to staves and governor, with little help from IT staff.

Equipment must deliver high quality sounds and graphic presentation to audience.

Must be adaptive to change of management.

*Security:* The same as Administrator

* **All stakeholders:**

*Input:* Meeting, finance details and other areas of interest.

*Output:* Technology to facilitate the management of the school by meeting, presenting and assert control on schools performance.

*Process:* Provide IT procedures for coordination of meeting.

Provide IT equipment visualizing and representing data to audience, as well as IT equipment for enhancement of presentation to audience.

Provide highest access control level for checking on school’s performance, data on finance and other areas of interest.

Interface for issue direction to other staves/ public on schools policies as well as management of schools activities.

*Performance:* Must be available and secured (more on security)

Easy to use to staves and governor, with little help from IT staff.

Equipment must deliver high quality sounds and graphic presentation to audience.

Must be adaptive to change of management.

*Security:* The same as Administrator

### **Proposed solution :**

#### List the ideal of what we’re offering the school in term of Technology requirement. For myself, I recommend these:

* 2 Computer lab. (A must-have, but the number of lab we’re going to have shall be discussed)
* Desktop and projector in every single classroom
* Website system, for the public to access the school’s information, promoting school image as well.
* Intranet, for relevant party to be updated with school
* Administration system, built in with Intranet.
* Surveillance on canteen/ kitchen.

Add in more if you want, on Monday we shortlist stuff out and start researching.

## **List of assumptions:**

Well, this is the part where you list the stuff you think is the current situation of the school. We’ll look into it later.

## **Gant chart for implementation:**

To be update

## **Risk Assessment:**

To be update

## **PERT/Network:**

To be update

## **Human Resource Histogram:**

To be update

## **Costs:**

To be update

# **Appendix:**

**Notes on the explanation/ reference of articles:**

1. From West Newcastle Academy Funding agreement, 23rd May 2013. Taken from <http://www.westnewcastleacademy.org/our-school/school-info/accounting>, accessed on 12th Oct 2016. [↑](#endnote-ref-1)
2. From planning consultation of new school, Taken from http://www.westnewcastleacademy.org/our-school/planning-consultation-new-school, accessed on 12th Oct 2016. [↑](#endnote-ref-2)
3. From West Newcastle Academy school policy including Safeguarding, taken from <http://www.westnewcastleacademy.org/our-school/school-policies>, accessed on 12th Oct 2016. [↑](#endnote-ref-3)
4. From West Newcastle Academy school policy including Safeguarding, taken from <http://www.westnewcastleacademy.org/our-school/school-policies>, accessed on 12th Oct 2016. [↑](#endnote-ref-4)
5. From West Newcastle Academy school policy including Safeguarding, taken from <http://www.westnewcastleacademy.org/our-school/school-policies>, accessed on 12th Oct 2016. [↑](#endnote-ref-5)