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| **1.0 Project Identification** | |
| **Name** | *CIT ITS3/ITM3* |
| **Description** | *Year 3 of IT Management within Computer Science Dept., C.I.T.* |
| **Sponsor** | Cork Institute of Technology |
| **Project Manager** | Head of Department |

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| **2.0 Business reasons for project** |
| * Educate people who are looking for higher education * Educate people so companies have continuous workforce flow * Make sure the stakeholders are satisfied |

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| **3.0 Project OBJECTIVES (purpose)** |
| * Demonstrate a knowledge of the concepts, theories and methods required to successfully perform a broad range of management tasks in IT * Synthesise a broad range of both structured and unstructured information to develop business-driven IT strategies * Deploy appropriate theory, practices and tools for the specification, design, implementation and evaluation of a secure IT environment * Make appropriate judgements on the optimum combination of IT initiatives across technical, organisational and procedural areas that a business should undertake based on context-specific factors * Manage the implementation of IT service approaches across a range of business environments which conform to relevant best practices from research, technical, corporate governance, financial and risk management perspectives * Work effectively as an autonomous individual or as a member of an IT service team and interact effectively with staff at all levels within an organization * Manage own learning and development, including time management and organisational skills * Ensure that the management of IT services meets the highest professional and ethical standards |

| **4.0 Project Scope** |
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| * To include recognition activities for all departments * To teach and deliver modules for all Year 3 IT students * To teach students so as many as possible with pass to year 4 |

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| **5.0 key Project DELIVERABLES** | |
| **Name** | **Description** |
| Framework | Overall roadmap outlining key components of modules |
| Logic Model | Outlines key activities, outcomes and measures |
| Project backgrounder | A supplement to the project charter outlining definitions and outcomes |
| Research summary | To include general research |
| Guidelines | To include general program guidelines |

| **6.0 Milestone dates** | | |
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| **Item** | **Major Events / Milestones** | **Dates** |
| 1. | Module launch | 1 September |
| 2. | Teach students and complete modules | 12 September – 11 May |
| 3. | Complete labs and course work assignments | 12 September – 11 May |
| 4. | Complete end of year exams or projects | 14 May – 18 May |
| 5. | Proceed to year four | 1 June |

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| **7.0 key ISSUEs** | |
| **Severity** | **Description** |
| High | Some modules use different software to other modules |
| Medium | Maintain momentum and sustainability of activities |
| Medium | Timelines around coordinating the recognition framework implementation with the attraction and retention framework implementation |
| Low | Student and lecturer perceptions |
| Low | Public perceptions |

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| **8.0 RISKS** | |
| **Severity** | **Description** |
| High | Students Failing |
| High | Lecturers being unable to teach students the outcomes they are required to learn |
| Medium | Bad time management by lecturers |
| Low | Students not attending |

| **9.0 Project’s criteria for success (must be measurable)** |
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| * Increase awareness and consistent practice of recognition throughout the college (post-presentation evaluations, employee survey results) * Create a healthier and more supportive learning environment (student survey results) * Improved job satisfaction and student engagement (lecture survey results) |

| **10.0 critical success factors** |
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| * Support from lecturers, Head of Departments, Year Coordinators, Heads of College * Effective communication * Department collaboration * Activities are supportive of college values |

| **11.0 Signoff** |
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| Project Sponsor: Cork Institute of Technology  Date: 08/10/2020 |