



Introductory Information

World Skills UK Competition 2024- 25



University
of Exeter

Degree Partnerships



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World Skills UK at University of Exeter 2024-25

Form D – Time Management

Only one form per team required.

Team Name	Fantastic Five – Zainab Onikoyi, Callum Wilson, Zaid Moustpha, Ibrahim Dahir, Ebenezer Odubanjo
Description of planned activities and the time allocated for each of these: We divided the project into clear tasks with specific timelines to ensure steady progress. Initial planning and idea development took place between November 14 and 15, during which we brainstormed ideas and selected SDG 12 for its relevance to our companies. From November 14 to 17, we compared ideas against the project brief, finalised the UK map concept, and started developing the map using the Google Maps API. Between November 18 and 30, the team focused on creating the toolkit, rationale, and presentation. Regular review meetings were held throughout November to track progress, and finalisation tasks such as refining the project based on feedback and completing the submission materials were completed between December 1 and 3. Each activity was planned with a set timeline, and all tasks were completed on schedule.	
Explanation of how the time management timelines and deadlines: We followed a structured timeline to complete tasks efficiently and meet deadlines. Initial planning and idea development were finished on schedule, allowing subsequent tasks to start without delays. Regular progress meetings ensured that any challenges were identified early and addressed promptly. Feedback from advisors and competition leads was implemented quickly, especially during the later stages of the project in late November and early December. Tasks were completed sequentially, ensuring that the submission materials were ready by December 3, a day before the competition deadline.	
Main successes for the team in relation to time management: We successfully met all major deadlines, with most tasks completed on or ahead of schedule. Effective communication through regular online meetings and updates helped the team stay aligned and avoid misunderstandings. Clear role allocation, where each member focused on specific tasks such as development, toolkit creation, and presentation, ensured productivity. The team demonstrated flexibility by quickly addressing feedback and making refinements despite external commitments, showing strong adaptability under tight deadlines.	
Main concerns for the team in relation to time management: Balancing academic assignments, professional responsibilities, and personal obligations proved challenging for us, but we made it work. Limited time for testing and feedback left little room for extended refinement of the final product. Additionally, the unavailability of certain team members due to medical reasons added extra pressure on others to fill the gaps. The tight timeline during the finalisation phase also created challenges, as feedback and revisions had to be implemented while preparing for submission, leaving minimal time for additional enhancements.	
Team advisor feedback on the team's time management: A very hard working, self-driven team who have implemented an excellent project attributing to SDG12. They have managed their time really well by carefully planning each step of the project and collaborating really well. Their ideas are novel, interesting, and practical. I have had a few advisory meetings with them where I have suggested some tweaks and	

updates to the project to make the user interface more accessible and comprehensive. The team has taken my suggestions in stride, and have implemented what was realistically feasible within the time frame. They have also included a future work section which includes the additional features that would extend the functionality of the tool, thus demonstrating their long-term thought-driven approach to project implementation. I am very impressed with the team's efforts.

Team Advisor

Name: Pikakshi Manchanda

Position: Team Advisor

Please return this form with your submission on 4th December 2024 CentreForDegreePartnerships@exeter.ac.uk