Sheraden Community Council

Executive Summary

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Background

The Sheraden Community Council (SCC) services the 5,000 resident community of Sheraden with the mission statement of "We work to improve the quality of life in Sheraden". They are a volunteer-run, non-profit organization and often host events for the community. The SCC is also in charge of upkeep for Sheraden's public areas. Their main pain points were limited community engagement, lack of centralized data (both external and internal), and lack of communication with the community. These pain points stem from the lack of an online presence and the lack of a document organization system.

Project Description

Project Opportunity

The Sheraden Community Council has struggled with a lack of community engagement, fragmented communication, and disorganized information storage, which we aimed to effectively address. This project presents an opportunity to create a more streamlined communication process to improve the clarity and responsiveness, and also a digital system to store important internal documents to make them more accessible and manageable.

Project Vision

The vision is to empower the Sheraden Community Council with easily maintainable and understandable centralized communication methods and an intuitive digital storage of information. By adopting technological solutions that are sustainable, we aim to have greater community involvement, increase transparency and support a smoother internal operations process. By doing these things, we will ultimately strengthen the council's overall capacity to serve the Sheraden community effectively.

Project Outcomes

The project resulted in both technological and non-technological outcomes. A key people outcome was having the client learn how to use Weebly, so the SCC would be able to maintain it on their own. Key process outcomes include streamlined event submissions protocol and document organization. Key technology outcomes include a website for the SCC and a Google Drive. The council's communication processes are now more effective and responsive, driven by clearly defined strategies, facilitating improved interaction with Sheraden residents.

Project Deliverables

Our project provided the following critical deliverables:

- A comprehensive, user-friendly Weebly website featuring essential information, an events calendar widget, dedicated pages for community resources, and detailed descriptions of council activities and programs.
- A structured and well-organized Google Drive system designed to facilitate efficient internal document management, secure storage of sensitive information, and seamless collaboration among council members.

Recommendations

To ensure the sustainability and continued effectiveness of the implemented solutions, we recommend the Sheraden Community Council:

- Maintain regular updates to the website and Google Drive to ensure information remains accurate, relevant, and timely, reflecting ongoing activities and upcoming events.
- Conduct periodic training sessions and refresher courses for council members, ensuring ongoing competence and confidence in utilizing the new digital tools.
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Student Consulting Team

Ayden Xu was mainly in charge of the overall Weebly Page Details and Events Calendar Widget. He is a third year student majoring in Information Systems with a minor in Artificial Intelligence.

Crystal Cheng was in charge of the Monthly Meetings and Local Landmarks weebly page. She is a third year student majoring in Information Systems and Human Computer Interaction.

Wenna Zhang was in charge of the Google Drive, the About Us Weebly Page, and Community Resources Weebly Page. She is a third year student majoring in Information Systems with a minor in Computer Science and Human Computer Interaction.