

PRESIDENTIAL DIGITAL TALENT PROGRAMME

Work plan April 2019

Process Name	Damu-Sasa, A blood services information management system								
Process Owner	Francis Kilemi								
Goal of Process	Development and Deployment of the Reporting Module								
Process	Objective(s)	Activities (list all the tasks)	Output	Indicators /K PI	Duration		Input	Budget	Status(use colors)
Milestone					Start Date	Due date			

Sensitization of the users on the development .	Conduct a user sensitization activity in all the pilot areas in KNH	-Do a PowerPoint presentation in all the sessions.	-Have all the target users understand what the module entails	Users able to give feedback to enable enhanced development of the module	4 Aril 2019	8th April 2019	laptops, A projector, and a boardroom.		
Compilation of the users feedback with respect to the system	Interview the target users for feedback with regards to the system -Document every user's comments.	-Develop a questionnaire for filling by the users -Request notes to book the target users for the interview sessions.	-Reporting Module within Damu-Sasa	-The system meets the target users' preferences.	4 th April 2019	21 st April 2019	Hardcopy papers, pens		
Code the Reporting module	-Have the Reporting module completed	-Write the code for all the functionalities within the Reporting module. -Run the code to debug the errors	-Debugged functional Reporting module -capability to print out reports	-Delivery of complete module with reports	4 th April 2019	28 th April 2019	laptops, Internet		

User training	-Do a training for all the users on how the Reporting system works	-Prepare a user manual document for the Reporting module.	-All the target users can use the Reporting module with the least simplicity.	Least cases of misunderstanding the system reported.	4 th April 2019	28 April 2019	Printed handouts, laptops, Internet		
Load the module as part of the Damu-Sasa system	-Have the module incorporated within Damu-Sasa	-Depend on user feedback	-The system seamlessly runs without interrupting the entire system.	-Minimal technical issues reported by the users on the ground.	21st April 2019	28th April 2019	laptops, Internet		

Key:

In progress
Pending
Complete

Process owner: Francis Kilemi Date: 04/04/2019

Supervisor: Signature..... Date.....