

For the Frederick Honors College at the University of Pittsburgh ("FHC")
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Product Specification for Pilot Program

Overview

Purpose: Pilot an automated degree planning tool for FHC students and advisors.

Scope: The pilot will demonstrate the tool's efficacy in improving academic planning.

Objectives

- Validate the effectiveness of GradSteps-provided software
- Gather qualitative and quantitative data on student engagement
- Identify enhancement areas based on students' use of the tool

Features and Functionality

- Comprehensive and automated degree planning with collaborative capability with advisors
 - Advisors are able to view all student-created plans and discuss with them during advising meetings
- Course recommendation system
- Direct line of feedback for students and advisors to receive help on tool use
- Data and usage analytics for FHC advisors/administration

Technical Requirements

- Web-based application accessible on any device with a network connection
- Complies with FERPA for data protection. Students can use platform in anonymous mode or with an account to save data
- Integrates with existing university systems for up-to-date course and major information
- FHC may request access to all user and platform data at any time during pilot

Pilot Details

- Tentative timeline:
 - o Initial Meeting: May 2024
 - o Initial Review: Early August 2024
 - o Pilot Start: Mid August 2024 (August 18, 2024)
 - o Pilot End: December 2024
- Participants: FHC
- Data collection: Surveys, usage statistics, periodic focus groups
- Support: Anonymous feedback line for students and non-anonymous 24/7 email & phone support

Success Metrics

- Frequency and duration of GradSteps usage
- Satisfaction ratings from FHC students and advisors
- Impact on academic planning experience measured through feedback, surveys, and other collected data
- Improvements in students' academic performance

Critical Success Factors

- Up to date FHC degree requirements (Honors Degree, B. Phil, etc.)
- Outreach support to promote tool to students and advisors
- Focus groups to gather detailed feedback on tool usage and efficacy

Cost/Fees

There are no costs or fees for the pilot program. Software use and on-demand support is free of any charges.