



Application to the Big Projects Fund

Project Name: Growing learning

Project Manager: Julia Page

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<i>Name</i>	<i>Location</i>	<i>Responsibility</i>	<i>Action/Information</i>
1			<p>Background: Pershore College is now part of Warwickshire College and within the Land Based Faculty there are many paper based distance learning packages for land based subjects currently studied by learners of Pershore College. These materials are accessible to learners who are happy to learn through a paper based system. Converting them to e-learning materials which could be shared through e-media such as Virtual Learning Environments will make them highly accessible to learners within and without the college environment and improve the interactive nature of the learning materials. This will in turn increase the reach of the materials and encourage more students to participate in learning and move into higher education studies.</p>
2			<p>Objectives of the Project: To convert, and add to, paper based distance learning materials in land based subjects at levels 3 and above to create e-learning materials which entice learners to study and improve their level of qualifications. Where possible these will also be accredited as 'chunks' of learning to enable accreditation to can be recognised in its own right and accumulated towards whole awards.</p>
3			<p>Project Approach: The current materials will be mapped to current subjects offered at Pershore College. Those which are applicable for conversion will be identified (6 – 12 depending on complexity). The skills of an e-learning developer will be needed to support staff in their work in converting the materials into e-packages. Unit accreditation will be researched and appropriate application for accreditation will be undertaken as the converted packages are completed.</p>
4			<p>Scope:</p>
A			<p>Key Products from the project; e-learning packages leading to accredited outcomes which can be accumulated into awards.</p>
B			<p>Out of Scope</p>
5			<p>Constraints; Current constraints -time and finance to support the project at present</p>
6			<p>Initial Project Case: to produce accredited e-learning materials in small packages</p>

- 7 Benefits of the Project:** the project will enable more flexible delivery of HE units of study which will enable a wider client group to access learning at level 4 and above. Level 3 learning will engage learners with learning and contribute to their entry requirements for HE study.
- 8 Key Assumptions:** Equipment, software and expertise can be sourced
- 9 Costs:** Equipment and software £2000, E-learning development expertise £2000, staff time / cover £9000, marketing and materials £2000
(This includes the commitment of the organisation to pay 20% of the costs in addition to the costs outlined above)
- 10 Project Timescale:** 18 months
- 11 How will the project be evaluated?** The number and status of people accessing learning will be monitored to identify increased engagement with non traditional learners. The number of packages converted will be identified and checked against target conversion rate.
- 12 How will the project be sustained?** The skills and knowledge of the staff involved in the project will be used to continue to develop new projects and convert further paper based packages.
- 13 Which aims, outcomes and/or targets will the project achieve for the HWLLN?**
To increase the number of students entering HE with vocational qualifications, to increase the number of part time students entering HE whilst continuing employment, to facilitate a change in design and delivery of curriculum in H&W to meet the needs of target students, to provide a wide-ranging network and infrastructure of communication.
Please also state which funding criteria this project meets and how;- the project makes courses more accessible to students in employment by introducing e-learning and providing 'bite sized chunks'.

14 Initial Risk Log

The following table summarises the risks that have been identified that may prevent the project being completed to the required quality, budget and timescale. The probability and impact of each risk has been graded as low, medium or high to indicate the relative importance attached to each element of risk.

Risks	Probability	Impact	Containment Plan
Software unavailable	Low	High	Unlikely to happen due to current production of e-materials in organisations
Expertise unavailable	Low	Medium	Unlikely to happen due to current production of e-materials in organisations
Staff time unavailable	Low	High	The college will see this as a priority development and make provision for staff time to be available
Students fail to engage with packages	Low	Low	The packages should be attractive to students so the likelihood of non-

			engagement is small
Students engaging at level 4 and progressing into / within HE fails to increase	Low	Low	The packages should be attractive to students so the likelihood of non-engagement is small
Development of e-learning is not sustainable	Low	Low	The college is prioritising engagement of learners and their progression into HE.

15 Project Team: Julia Page and the Land Based Faculty staff