

Project Name: Work-Based Learning Conference

Amendment History:

Version No.	Date	Reason for Amendment
1	23/06/2008	New proposal

Project Manager

Louise Toner

Document Distribution

Name	Location	Responsibility	Action/Information
Louise Toner	UW	Lead for WBL project	To lead project
Geoffrey Elliott	UW	Members of the Steering Group	To approve the proposal
Chris Morecroft	WCT		
Ian Peake	HCT		
Mike Rookes	OU		
Gail Rothnie	UoB		
Debbie Lambert	LLN	Manager of the LLN	For information
Donna Obrey	LLN	Project Officer for the LLN	To track and monitor project

Background

The University of Worcester established Curriculum Innovation Groups (CIG) with a view to developing its portfolio of provision at both under and postgraduate levels. The Leadership and Management CIG as part of its vision for the future identified the need to develop work based learning provision across the institution. It was recognised that an Institute-wide framework for work-based learning could help to increase employer engagement and potentially increase the number of applications to the Foundation Degree courses.

A task and Finish Group was set up to develop a Framework for Work-Based Learning across the University. Through Professor Elliott and the Lifelong Learning Network, funding was made available to enable Derek Portwood, a nationally and internationally recognised expert in the field of Work-based Learning to advise on the developments.

The title of Framework has now been changed to Scheme which 'sits' within the under and post graduate regulatory frameworks. The scheme is based on 15 credit modules at undergraduate level.

Derek Portwood is very supportive of the proposed Scheme and the titles that have been given to the modules. It was agreed that a launch event be held in September and that all key employers should be invited to attend.

The WBL project manager has requested the sum of up to £2,000 from the LLN funds to support the cost of the launch.

Objectives of the Project

- To launch the proposed Work-Based Learning (WBL) Scheme to employers
- To assist in the dissemination of information to employers in securing their engagement.
- To increase the number of vocational learners undertaking WB courses within the institution

Project Approach

The launch event will be managed and organised jointly by the LLN and Debbie Sabato from the Institute of Health, Social Care and Psychology. A list of key contacts from the Heads of Institute across the University will be sought and invitations will be sent out this month.

Scope:

A Key Products from the project

- To inform employers about the WBL Framework
- To engage employers with the framework
- Discussion of issue and identification of areas of shared interest
- Develop increased networking across the institution
- Development of good practice in WBL
- Development of an alternative mode of study for UG + PG learners

B Out of Scope

No commercial aspects
No development of curricula

Constraints

- Availability of suitable venue
- Sufficient interest in Framework by employers
- Availability of key speakers

Initial Project Case

The launch event will give the opportunity to disseminate information about the framework and will assist in the dissemination of information to employers in securing their engagement.

Benefits of the Project

- Raise awareness of the WBL Framework
- Engage with employers
- Provide the opportunity to 'meet the expert'
- Increase potential student numbers
- Provide employers with an alternative method of study for their employees
- Encourage discussion and debate

Key Assumptions

Availability of suitable venue

Availability of participants
Validation of the framework

Timescale

October 2008

Costs

Up to £2000 is requested towards venue hire, food, speaker costs and sundries

How will the project be evaluated?

Participant feedback

How will the project be sustained?

n/a

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
Venue un-availability	1	3	Book early
Speaker un-availability	2	3	Alternative speakers
Employer interest	1	3	Information campaign

Project Team

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Liz Davies- Ward
Debbie Sabbato
Donna Obrey
Cath McGourty