



## JISC WORK PACKAGE

WORKPACKAGES	Month	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1: Project Management		■	■	■	■	■	■	■	■	■	■
2: User Requirements and Scope		■	■	■	■						
3: Technical Enhancements			■			■	■	■			
4: Testing									■		
5: Publication & Dissemination										■	■

Project start date: 1 March 2011

Project completion date: 23<sup>rd</sup> December 2011

Duration: 10 months

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
<b>WORKPACKAGE 1: Project Management</b>				<b>Milestone</b>	<b>Responsibility</b>
<b>Objective:</b> To ensure that all the work packages of the project are managed coherently and that all the project outputs are delivered within the agreed deadlines and budget.					
1. Preparation of project plan	1 Mar 10	31 Mar 10	<b>Project plan</b> completed and delivered to JISC.	<b>1</b>	MTG
2. Project web page on JISC	1 Mar 10	31 Mar 10	<b>Web page on JISC site</b>		MTG
3. Project web page on VADS	1 Mar 10	31 Mar 10	<b>Web page live</b>	<b>2</b>	MTG
4. Contact with and reporting to JISC	1 Mar 10	23 Dec 11	<b>Bi-annual progress reports</b> delivered to JISC; liaison with Programme Managers and with other projects in the same programme; attendance at programme meetings. Interim report due 29 <sup>th</sup> July.		MTG
5. Draft final report	1 Nov 11	30 Nov 11	Draft final report delivered to JISC.		MTG
6. Final report	1 Dec 11	3 Jan 12	<b>Final report and budget</b>	<i>See WP 5</i>	MTG
7. Manage budget	1 Mar 10	3 Jan 12			MTG

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
8. Collaboration within core Project Team	1 Mar 10	23 Dec 11	Bi-weekly meetings between VADS staff, monthly with UAL, and ongoing contact by email.		MTG
9. Project Advisory Group meetings to oversee activity and advise	1 Mar 10	23 Dec 11	Meetings with, and feedback from, Kultur II Group, researchers, and research support staff. No official advisory group due to nature of project; project directed by Leigh Garrett.		MTG
<b>WORKPACKAGE 2: User Requirements and Scope</b>					
<b>Objective:</b> To establish what enhancements and services would be most useful to MePrints for researchers at UAL and UCA.					
10. Establish methodology for scoping user needs.	1 Mar 11	31 Mar 11	<b>User Needs Methodology</b>	<b>3</b>	MTG
11. Survey of researchers to include short questionnaire and one-to-one interviews held at UCA and UAL.	1 Apr 11	31 May 11			AS, JM
12. User Needs Analysis Report	1 Jun 11	30 Jun 11	<b>User Needs Analysis report</b>	<b>4</b>	MTG
<b>WORKPACKAGE 3: Technical Enhancements</b>					
<b>Objective:</b> To provide MePrints enhancements to EPrints in the VADS demonstrator service, UAL and UCA repositories.					
13. Installation of MePrints tool in VADS test EPrints repository (demonstrator)	1 Apr 11	30 Apr 11			JS
14. Design of MePrints tool interface using information gathered in User Needs Analysis	1 Jul 11	31 Jul 11	<b>Design of MePrints tool interface (wireframes)</b>	<b>5</b>	JS

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
report.					
15. Enhancements and modifications to the MePrints tool in VADS test repository (demonstrator).	1 Jul 11	31 Jul 11	<b>Alpha version of modified MePrints tool</b>	<b>6</b>	JS
16. Testing of Alpha version of modified MePrints tool in order to produce Beta version.	1 Aug 11	31 Aug 11	<b>Beta version of modified MePrints tool</b>	<b>7</b>	JS
17. Installation of modified MePrints tool, Beta version, into UAL and UCA institutional repositories.	1 Sep 11	30 Sep 11			(JS to install in UCA repository)
<b>WORKPACKAGE 4: Testing</b>					
<b>Objective:</b> To extensively test the Beta version of the modified MePrints tool.					
18. Testing of Beta version of modified MePrints tool by UCA and UAL researchers (usability tests, page validation, accessibility, browser independence).	1 Oct 11	31 Oct 11	<b>Usability testing</b>	<b>8</b>	MTG, AS, JM, JS
<b>WORKPACKAGE 5: Publication &amp; Dissemination</b>					
<b>Objective:</b> To promote the project and engage with the wider community.					
19. Modifications and enhancements to Beta version as required, once this has been held for one week without major issues this will be considered as version 1.0 of the tool.	1 Nov 11	23 Dec 11	<b>Version 1.0 of modified MePrints tool with associated documentation</b>	<b>9</b>	JS
20. Press release and postings to relevant email lists.	1 Nov 11	23 Dec 11	Press release		MTG

Project Acronym: eNova  
 Version: 1.2  
 Contact: Marie-Therese Gramstadt  
 Date: 21<sup>st</sup> March 2011

Workpackage and activity	Earliest start date	Latest completion date	Outputs (clearly indicate deliverables & reports in bold)	Milestone	Responsibility
21. Promotion at relevant events (NB: RSP may organise an end of project conference to include presentations from whole strand)	1 Nov 11	23 Dec 11	Presentations		MTG, AS, JM, JS
22. Summative evaluation	1 Dec 11	3 Jan 12	<b>Final Report</b>	<b>10</b>	MTG

**Members of Project Team:**

AS = Anne Spalding  
 JM = John Murtagh  
 JS = James Snyder  
 MTG = Marie-Therese Gramstadt