EMA Monthly Highlight Report (digested version)
OCTOBER 18

Overall Programme Status

The Programme progresses well, to planned timescales, quality and budget. Engagement with all stakeholder groups also continues well. During October, Communication Plans were revisited and the Benefits Measurement Plan was also updated, to clearly describe methods and timing to evidence benefits. Supporting this, a new EMA Benefits webpage has been created, sharing video clips of colleagues' experiences. A presentation was made to UEB, updating on the programme. The anticipated Operating Model (post-programme) was endorsed.	**Previous:**	Green
	Current:	Green

Workstream Status

eSFG (electronic submission, feedback and grading)	**Previous:**	Green	**Current:**	Green

Training and school-specific support for electronic submission, feedback and grading continued during October. Processes were finalised to manage a variety of internal moderation scenarios, as well as online access for external examiners. It is anticipated that there will be an increase in queries during November as online marking commences and so this will be a busy period for the TEL team, supported by the ESFG project team members.

Core Systems – Sub Modular Marks	Previous:	Green	Current:	Green

Development and testing to include PGT and Foundation sub modular mark schemes in RISIS has experienced some minor delays, but is still on track to be able to commence mark entry during November. The impact for PGT, Foundation and Undergraduate mark entry is being carefully monitored to ensure that there is sufficient time for the related tasks.

Core Systems – Integration	Previous:	Green	Current:	Amber

Risks relating to the timeline for delivery of Integration are increasing. Progress is dependent on a bug which has not been resolved as quickly as hoped. The Project has therefore been returned to amber status. User acceptance is due to commence mid-November, but this is reliant on bugs being fixed and tested first. The Core Systems Workstream Board are actively supporting and monitoring the situation.

Student Progress Dashboard	Previous:	Green	Current:	Green

Design work for the Student Progress Dashboard progresses well. A Prototype will be presented to the Workstream Board mid-November. The required infrastructure has been set up in readiness for installation and testing of software components.

Supporting Change for EMA	Previous:	Green	Current:	Green

A range of communications and engagement activities have continued during October.
An EMA Online Resources map was made live. Positive feedback has been received, both internally and from other universities that have been following EMA Programme progress online. An additional version that is compatible with screen readers will be made live shortly. Additional screencasts were created for Students and are available via Essentials, covering how to submit assignments in Turnitin or Blackboard and how to view marks and feedback.
The Benefits Measurement Plan was updated. Most benefits will be felt once the Programme has been fully implemented, although some interim measures can be taken. A new EMA Benefits webpage was created, sharing video clips of colleagues' experiences.

EMA Programme on a Page

End Of Phase 1   Phase 2 Begins

Today

End Of Phase 2   Phase 3 Begins

	2017				2018				2019			
Calendar Year	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4

Key:
- ⭐ (green) Milestone On Track
- ⭐ (yellow) Milestone At Risk
- ⭐ (red) Milestone Overdue
- ☆ (white) Milestone Not Started
- ⭐ (black) Milestone Complete
- ▬ Project Duration

W/S 1: Change
- Support of all Change Activities
- Online Submission Protocols agreed
- Operating Model drafted
- Operating Model finalised/hand over
- Comms Strategy completed
- Service Continuity Procedures clarified
- Inclusivity review completed
- On Line Resources Live

W/S 2: eSFG
- Updated "Solution" Produced
- Early Adopter Roll Out
- Refinement of "Solution" and roll out approach
- Wider eSFG Roll Out commences
- eSFG Training
- Remaining eSFG Roll Out
- Ongoing Support and eSFG Reach Complete

W/S 3 & 3a: Core Systems
- SMM Reqs Gathering (UG)
- Phase 1: IFP SMM in RISIS
- Remaining IFP SMM in RISIS
- UG Assessment Patterns Into RISIS
- PGT SMM in RISIS
- Ongoing Support to SMM
- UG Tactical Marks Transfer Solution
- PGT/IFP Mark Entry Training
- UG Mark Entry Staff Training
- Integration scope/ PID confirmed
- RISIS>BB Integration live
- BB/Tii> RISIS Integration live
- Integration Hand Over
- Student and Staff Portal Screens Live

W/S 4: Student Progress Dashboard
- Requirements & Phases Defined
- MVP build and test complete
- MVP live/initiate further releases or handover

W/S 5: Learning Analytics
- Initial Exploration and Strategic Decisions
- Business Case ready/endorsed
- Handover to separate programme or close down