



EMA Monthly Newsletter

October Edition

What's Happening?

Programme Overview

The Programme made significant progress this month with key delivery milestones achieved across all work streams.

Following September's release of assessment patterns and launch of a Programme Administrators screen in RISIS, October saw the go live of Module Convener and Marker screens along with testing of the extenuating circumstances process. Mark schemes are being tested and this final step will enable Undergraduate Sub Modular Marks recording to commence for UG modules from late November/early December.

Alongside this, processes were finalised and training commenced of electronic submission, feedback and grading for 2 Early Adopter Schools, and Special Projects with HBS and IoE are advancing well.

A workshop was held with Students and Academics to explore initial requirements for the Student and Staff Feedback Dashboard, and work has commenced on the business case for Learning Analytics.

Core Systems



The Core Systems work stream focus has been on testing UG mark schemes in RISIS for a go-live later in November for sub modular mark entry.

Programme Administrator testing of new Turn Around Time of Feedback and Grading (TAT) screens was completed on 20/10/17, with local testing of hard copy receipting screens in progress. Student testing of new Extenuating Circumstances (EC) workflow in RISIS completed with RUSU and Student volunteers.

Communication activities are continuing with SDTLs to support the live use of the Module Convenor screen in RISIS

E Submission, Feedback and Grading



The eSFG work stream has seen positive feedback being received from Early Adopter Schools on the support provided to transition to eSFG. We attended the Head of School session for SAPD to provide updates on progress and gather

valuable feedback.

As part of the integrated work we have tested the agreed processes in Blackboard with the TEL team and training materials have been reviewed with dry-run's held. Training has started for the Early Adopter schools, helped by the new Training Coordinator.

In the area of special projects HBS objectives have been agreed with work commencing and IoE have completed extensive work integrating rubrics into Tii. External moderation engagement has also started.

Supporting Change for EMA



The Supporting change for EMA work stream presented the latest progress on the policy alignment review being undertaken by the programme, this work is now on track to complete at the end of Nov17.

We are currently completing a full review of the benefit realisation plans in place to make sure they are still coherent with the current strategies and that suitable plans are in place to realise these benefits when delivered. This will be presented to the Programme Board.

We will also continue to visit schools to give updates on progress as part of the commitment to be transparent and open, this includes a rebuild of the current website to give visitors more clarity of the work we are doing.

EMA Dashboard & Learning Analytics



The work stream presented to the Programme Board the Learning Analytics Strategic options, these were approved and requested to move to the business case stage. We have also worked with Procurement to understand supplier engagement process as part of the

options gathering

The Learning Analytics business case will incorporate requirements for the Student and Staff feedback dashboard to ensure synergies are being managed

As part of the Dashboard design a focus group was held to explore initial requirements with Academics and Students. A collation of overarching assessment reporting requirements are being gathered to enable comparison against the dashboard requirements.



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What's Happening Next?

Core Systems



The planned November go-live of sub modular mark entry 'opening' for UG modules in November will mark a significant milestone for the Programme. Alongside this go-live, we will be making live the updated Extenuating Circumstances

workflow in RISIS (enabling the students to submit an EC electronically).

Turnaround Time tracking in the RISIS screens will allow recording and calculation of TAT 15 day progress for when marks and feedback were released back to students.

Also, hard copy receipting screens for manual coursework submissions will be launched providing a 'receipt' for students.

Finally, Personal Tutor screens for sub modular marks are scheduled to follow these go-lives at the end of November/early December. We will continue to the work with the relevant teams and provide support during these go-lives.

E Submission, Feedback and Grading



The eSFG work stream will start the full review of feedback and learning from the eSFG inclusivity Focus Group, and other reviews, to identify actions needed for the programme.

We will finalise training with Early Adopter schools and conduct follow up reviews of lessons learned and so any changes can be applied. This includes work around resolving approaches to potential exceptions e.g. hard copy assessment.

We also plan to agree the roll out approach and plans for future schools ready for the 18/19 academic year. This early planning, including learning from the Early Adopters, will allow the programme to communicate expectations with the schools

Further engagement with Support Centre users will continue as the whole programme looks at all stakeholder communication and how we provide feedback channels for users.

Supporting Change for EMA



The Supporting Change for EMA work stream will continue to updates to EMA Website, to include more information on who is involved, upcoming communications, delivery timeline and improved FAQs. The communication plan will be finalised

to move towards more regular website updates in the News section.

The work being done on policies alignment and potential queries or amendments that may arise will come to a close and a subsequent observations report will be produced for the Pedagogical Steering Group.

We will also work towards producing an overview paper for the Programme Board around the work being done on benefit realisation, the intention to confirm that the approach is following the board's requirements so that the future plans can be developed accordingly.

EMA Dashboard & Learning Analytics



The EMA Dashboard & Learning Analytics work stream will look to engage a Solutions Architect to support both Dashboard and Learning Analytics scoping. This will support with any future design work as the scoping will have a technical oversight.

There will also be considerable consultation with subject matter experts to confirm the requirements, this allows us to refine all potential options.

We will continue to define the dashboard scope and consult on high level requirements of dashboard in conjunction with building the business case for Learning Analytics.

The plan for the next reporting cycle is to finalise the overarching assessment reporting requirements against the dashboard requirements.