EMA Monthly Newsletter September Edition

What's Happening?

Programme Overview

The Programme continues to progress well with significant milestones reached this month, most notably, the go-live of UG sub modular assessment data in RISIS and launch of the Programme Administrator screen to maintain this data. Further key deliveries of the Core Systems Work Stream, over the coming two months, will mean that sub modular marks recording and calculation will be available for all schools for this 2017/18 academic year.

Processes and training plans for Early Adopter Schools have been finalised. A series of special projects have commenced and are progressing well. The Learning Analytics Work Stream exploratory project completed this month. The full report will be presented to the EMA Programme Board on 2nd October to support discussion of strategic options and consider moving towards the creation of a business case.

The remaining two (of three) Graduate Interns have been appointed and will join the Programme in October.

Core Systems

This month has seen the first go-live involving the successful creation of around 67,000 pieces of sub modular assessment information (% weighting, title etc) on RISIS for UG modules.

Programme Administrator access was launched on 26th September for maintaining assessment information for UG modules (around 1,600 modules). Core Systems also completed the development of new Module Convenor and Marker screens ready for User Acceptance Testing (UAT) and continued development of turnaround time (TAT) as well as hard copy receipting screens.

Core Systems has led discussion with the EMA Programme Board on roll-out timescales for PGT and Foundation, with approval given for Foundation in Spring 2018. PGT sub modular will move forward in Autumn 2018.

E Submission, Feedback and Grading

The eSFG Work Stream has made good progress. The training plan has been finalised with TEL for roll out to Early Adopter Schools (SAGES and APD).

eSFG have also finalised processes for Early Adopters and attended Head of School sessions for SAGES and IoE. Enhancement of training materials are underway.

eSFG processes have been reviewed in response to inclusivity recommendations.

Scoping for special projects has commenced. These projects focus on offline marking, use of rubrics, mathematical and scientific notation, large files, online portfolios, printing requirements, anonymisation and external moderation.

Supporting Change for EMA

A new Work Stream Project Manager started 1st Sept. The first Work Stream Board was held on 7th Sept.

This Stream has now finalised the initial Change Impact Assessment and Change Management Strategy with action planning already underway. A revision of the EMA Communications Strategy has been finalised internally and sent to the Work Stream Board for approval. The Programme Communications Calendar is now in use.

Two new infographics have been created to outline EMA deliverables and to give an indication of timescales. A webinar was held on 11th September for all colleagues to walk through RISIS developments. The team secured a stand during Welcome Week and distributed over 700 student facing EMA cards.

EMA Dashboard & Learning Analytics

Discussions are ongoing regarding high level architectural options with identification of initial dashboard requirements that could be delivered using existing system architecture.

For learning analytics a full report on outcomes of exploratory work and recommendations surrounding strategic options were approved by the Work Stream Board and will be considered by the Programme Board, ahead of possible development of a full business case.

The development of a 'journey' view of data availability for assessment information and Learning Analytics to demonstrate interdependencies and the potential for a combined, phased approach was also shared with the Programme Board

For further information on the EMA Programme please contact ema@reading.ac.uk or the Academic Director, Emma Mayhew, at e.a.mayhew@reading.ac.uk

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What's Happening Next?

Core Systems

Core Systems will be moving towards the go-live of Module Convener and Marker screens in RISIS. The team will also lead the testing and go-live of the updated extenuating circumstances workflow in RISIS.

Testing for turnaround time tracking and hard copy receipting screens will commence alongside testing of updated mark schemes for UG modules.

The team will shortly lead the roll out of ESD (helpdesk) support process for Programme Administrator queries and will start high level planning of Foundation and PGT sub modular assessment and marks in RISIS.

Continued communication and engagement with SDTL/Schools in readiness for Module Convener and Marker screens will be ongoing. The team will also continue the initial scoping of requirements for integration between RISIS and Blackboard.

E Submission, Feedback and Grading

eSFG will establish a Special Interest Group for reporting. This group will identify overarching, additional reporting needs in relation to assessment.

The team is also planning to attend the Head of School session for SAPD.

The Work Stream will test agreed processes in Blackboard with the TEL team.

A Training Coordinator will be recruited to support Early Adopters and plan for roll out to future schools.

We will agree actions in response to recommendations outlined in the inclusivity review.

Special projects will continue to progress.

Supporting Change for EMA

We will continue to update the EMA website, improve visibility surrounding Programme team members, provide more details on upcoming communications, disseminate the delivery timeline and improve FAQs.

The Work Stream continues to baseline metrics and benefits for the programme. The team will be meeting with MCE to ensure continued alignment with organisational comms and branding which will help the EMA programme fit into the overall communication picture.

We will look to gain approval for the Engagement & Communications Strategy and Change Management Strategy as well as a full review to ensure inclusion of Change Management activities in existing plans.

The Work Stream will continue to review policies aligning with the work of EMA in order to highlight potential queries or amendments that may arise. The team will produce a draft set of E-submission protocols for submission to the next Pedagogical Steering Group in November.

EMA Dashboard & Learning Analytics

The team will be defining a working dashboard scope and consulting on high level dashboard requirements in conjunction with building the business case for Learning Analytics to identify synergies.

A requirements workshop will be running with a range of stakeholders. The team will engage a Solutions Architect to support both Dashboard and Learning Analytics scoping.

We will continue to collate overarching assessment reporting requirements to enable comparison against dashboard requirements.

An important activity in the next reporting period will be to start the business case development of Learning Analytics following possible approval by the Programme Board.

The Feedback Dashboard Work Stream will be working closely with the Learning Analytics Work Stream during the business case stage to ensure synergies are managed.