Pilots Completion Report

Document details

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Issue date	

Version control

Date	Version	Change details

Title of the Pilot	Open Educational Resource for teaching parametric pattern construction
Pilot ID Number	ID70

Pilot Completion Report Template

Report Category	Report Requirement
Overall Rating *(Fully Delivered, Partially Delivered, Not Delivered)*	
Summary	*Please give a summary of what your pilot delivered. With a focus on progress toward the original aims. (Circa 1000 words).* *The project was able to transition the existing resource to UoM hosting from its external host. It was possible to create a structure within the University platform to ensure access to the resource. It was not possible however, to further develop the resources with the addition of new materials. It was possible to explore development of further resources with different software, but the difficulties employing existing PGR's and in securing necessary resources from UoM were a major barrier to delivering on the intended outcomes. .*
Deliverables	*Please list your pilot's deliverables* *This part of the form is illustrative of the workload burden positioned on those leading projects, having to link multiple documents and feedback in a system like this is not at all helpful. I cannot recommend these types of programmes to other researchers; there is limited support and poorly designed and implemented processes. To transition the resource meant I relied on my existing networks.*
Relevance	*Has the pilot topic and its activities met the information/experience needs of the intended stakeholder groups? To what extent are the completed pilot outcomes still in line with the needs and priorities of the Flexible Learning Programme?* *We were not able to expand on the initial interface and whilst we could develop further video guides we were unable to host these as intended. There is clear evidence that online flexible learning resources can be developed in this area, but there must be adequate support.*
Efficiency	*To what extent did the methods/approaches used in this pilot lead to improvements in efficiency (financial/staffing/resourcing etc)? What other approaches could be considered in light of the pilot - would these be more or less efficient?* *To move this process forward was a huge burden on the team resources. Havign support for the employ,ent of existing PGR's would have allowed for sufficient staffing to better deliver the project aims.*
Effectiveness	*To what extent did the methods/approaches used in this pilot lead to improvements in effectiveness (learning/outcomes/experience/flexibility etc)? What other*

	approaches could be considered in light of the pilot - would these be more or less effective?
Outcome	*To what extent was the pilot able to meet/exceed its objectives? To what extent has the pilot led to improved outcomes or behaviours in the stakeholder groups? Were there any other unintended positive or negative outcomes from the pilot?* We had to make us of existing networks to create the web space and we utilised eLearning staff to create our hosting space for the OER. Difficulties employing existing PhD researcher, a lack of internal support and the lack of any skilled support from the FLP team, which had been promised would be provided caused us to have to significantly restrict what we were able to deliver. Until there is support for short term staff and the employment of PhD researchers, it will be difficult to deliver these projects alongside other activities that project leads must undertake. Future projects like this must have access to the necessary resources to support those in receipt of these funds to deliver projects.
Sustainability	*To what extent has the pilot identified the potential for its activity to lead to the long-term behaviour/operational change? What would need to happen to make these changes happen?*
Financial	*See separate report but use this space for any financial narrative that needs to accompany the report.* *We were able to pay eLearning to transition the resource to internal hosting* *We also purchased licences for software and explored developing complementary resources for learning.*
Lessons Identified / Learned	*Please Consider enabler and inhibitors in the following areas:* • *Systems and process* • *Incentives and capacity* • *Policy and strategy* • *Student experience* • *Physical Estate* • *Culture*
Materials or publications	*Please list all the materials/publication against this evaluation report*
Report approval and comments	*To be completed by a delegated person agreed by the workstream governance group.*

Cost Type	Description	Costs and Total

Staff	*Insert staff name and grade, post, FTE in the quarter in this quarter and the post.*	*Please add the cost of each post and the total claim for staff, this can then be added to the retrospective costs in the forecast form.*
Non-Staff	*Please add in any actuals (received and receipted paid in the quarter).* *Non staff can include any other approved cost category including:* • *Goods* • *Services (inc. Consultancy)* • *Travel* • *Fees*	*Please add the cost of each post and the total claim for staff, this can then be added to the actuals in the forecast sheet.*
Adjustments	*Please add any adjustments from previous quarters. This will be added or subtracted from your quarterly request for payment.* *Please give details of the original cost and the reason for the adjustment.*	*Please give the adjustment amount.*
Final reconciliation	*Please calculate the total costs of the pilot and the total income to ensure the claim has covered all eligible costs.*	
Request for payment	*The payment in the next box should include all staff costs, non-staff costs and adjustments total.* *By submitting this form, you are a confirming that the figures are correct to the best of your knowledge and the correct processes for recruitment procurement and selection have been followed.*	*Please provide:* • *total staff costs* • *total non-staff costs* • *total adjustments* • *final reconciliation* • *Total request for payment*