

# Quality Enhancement Support Scheme

**Progress Report**

**Project No. : 11/QESS/2014**

Reporting Period : From September 2014 (month/year) to February 2015 (month/year)

## Part A

Project Title : Location aware e-Portfolio System

Name of Grantee : Tung Wah College

Project Period : From September 2014 (month/year) to November 2016 (month/year)

## Part B

Please use separate A4-size sheets to report the progress with regard to the following aspects:

1. Types and brief descriptions of Project activities held/completed during the reporting period (*the information may be presented in the form of a table*).
2. The dates, time, venues and number of participants / beneficiaries of Project activities held, and resources (e.g. equipment, manpower) used for the implementation of Project activities.
3. Project milestone(s) and deliverables attained at the end of the reporting period and evidence showing the attainment of milestones and deliverables.
4. The percentage, in terms of key tasks, of the Project completed at the end of each reporting period.
5. Project variation\*, if any, during the reporting period, together with details and justifications

Signature of Authorised Person: \_\_\_\_\_



Name of Authorised Person : \_\_\_\_\_

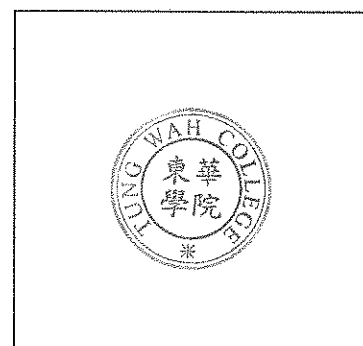
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Position of Authorised Person : \_\_\_\_\_

SENIOR ADVISOR TO PRESIDENT

Date : \_\_\_\_\_

21. 3. 2015

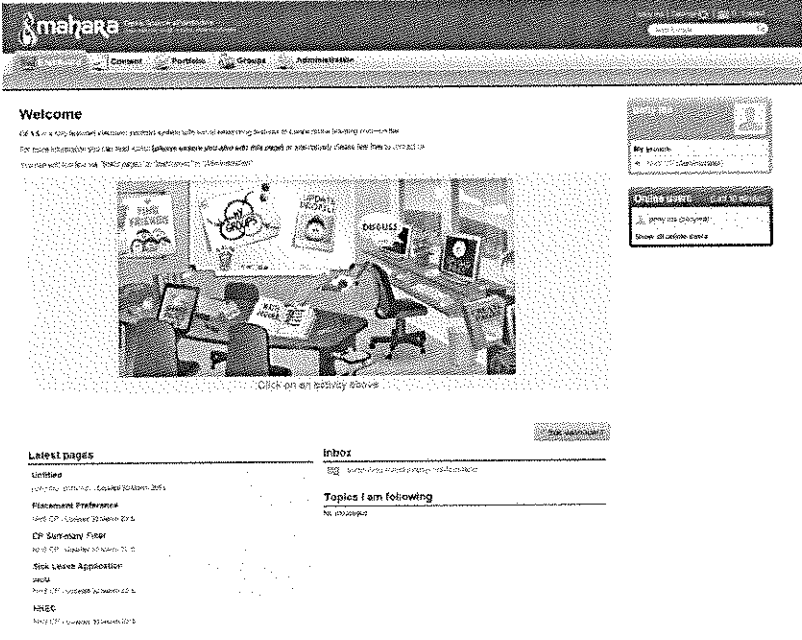


**Organisation Chop**

\* A separate written application should be submitted to the Grantor for prior written approval.

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## 1. Project activities held/completed during the reporting period

Dates, time and venues	Brief descriptions of activities and resources used for implementing the Project *	Number and types of participants (if applicable)
23 Feb 2015	<p>Project Officer, Ms. Amy Lam, reported duty and started to perform implementation of the project. Setup of testing environment for development was completed on 27 February 2015. (<a href="http://mahara.twc.edu.hk/mahara">http://mahara.twc.edu.hk/mahara</a>)</p> 	

\* Evidence showing the attainment of milestones scheduled for completion during the reporting period should be attached (e.g. photos, learning materials, webpage screens, promotion leaflets / posters, relevant reports, etc.).

## 2. The percentage, in terms of key tasks, of the project completed at the end of the reporting period

Milestones scheduled for completion during the reporting period **	%	Remarks
Recruitment of Project Officer	100%	Ms. Amy Lam reported duty on 23 February 2015
Purchase of workstation, software development tools	100%	Project Officer is working on the workstation and platform for development is developed with open source package Mahara. The workstation is a PC (i5 CPU, 4GB memory and 500GB Harddisk) provided by the College. Mahara is a fully featured web application to build student electronic portfolio. Students can create journals, upload files, embed social media resources from the web and collaborate

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		with other users in groups. This serves as the basic platform for us to build the clinical education management system and location map functions through its Application Interface. There is no expenditure on this milestone at the moment and we will reserve the budget for purchase of equipment and software in the next milestone.
<b>Overall Project</b>		
<b>** Please seek prior approval from the Education Fund Secretariat if the project milestones cannot be completed at the end of the reporting period.</b>		

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3. Project variation (a separate written application should be submitted to the Education Fund Secretariat for prior written approval.)

Descriptions of variations (e.g. change of the project scope or duration, deferral of completion date, relocation of an amount exceeding 10% between items of expenditure in the budget)	Date of approval sought from Education Fund Secretariat

4. Financial position as at the end date of the reporting period

Expenditure items	Approved budget (a)	Committed or actual expenditure (b)	Balance [(a)-(b)]
a. Manpower	774,900	5,785.71	769,114.29
b. Equipment / facilities	1,039,664	0	1,039,664
c. Services	0	0	0
d. General expenses	5,000	0	5,000
e. Others	66,978	0	66,978
<b>Total</b>	<b>1,886,542</b>	<b>5,785.71</b>	<b>1,880,756.29</b>
<i>Project Income (if any)</i>			
<i>Total Balance</i>			<b>1,880,756.29</b>