

Quality Enhancement Grant Scheme

Progress Report
Project No. : 05/QEGS/09-10

 Project Period : From September 2010 (month/year) to December 2012 (month/year)

Part A

 Project Title : Learning in an Outcome-based System via Technology and Enhancement of Regulations Strategies (LOBSTERS)

 Name of Grantee : Caritas Francis Hsu College

 Project Period : From September 2010 (month/year) to February 2011 (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:

Organization Chop:

 Name of Authorized Person: Reggie KWAN

Name of Grantee

 Organization: Caritas Francis Hsu College

Position of Authorized

 Person: Professor and President

 Date: 30 March 2011

* 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)
Sept 2010 – Feb 2011 Tseung Kwan O Campus	<ul style="list-style-type: none"> • Completed the appointment of project officer and liaison officer, and the recruitment of consultant and programmer for the project • Completed the selection of the targeted platform for the learning management system (LMS) which will comprise the Moodle system and a supportive layer to provide system integration (for Moodle and other systems such as Turnitin) and other services (e.g. email, on-line storage, video conferencing, etc), based on cloud computing technology • Completed the acquisition of most hardware and software items for the project, except the above-mentioned cloud-computing-based supportive layer whose development is now conducted through tender. The tendering process is expected to be completed by end of April 2011 • Conducted two staff development workshops on the usage of Moodle during the reporting period (Another workshop on Turnitin was conducted on 21 March 2011) • Completed the initial review of the sub-degree programmes of CBCC and CFHC; confirmed the template for adopting the outcome-based teaching and learning (OBTL) approach in the detailed course design for these programmes • Pilot-tested the Moodle system as a platform for delivery of ICT-based learning materials • Refined the questionnaire for collecting student feedback on the learning environment and students' learning strategies, pilot-tested the questionnaires on two groups of students: Project Yi Jin students (manual administration during class) and sub-degree students (on-line administration via a web-based prototype) 	9 major participants: <ul style="list-style-type: none"> • Vice-President (Research / Academic); • Dean of CFHC (Person-in-Charge of the Project); • Dean of CBCC; • Registrar; • Project Officer; • Liaison Officer; • Head of Department of Computer Science; • Two colleagues from the Information Technology Services Centre

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The following items are attached to show the attainment of the planned milestones:

1. A leaflet for the LOBSTERS project (*Attachment 1*)
2. A list of the staff development workshops (and a photo taken for one workshop) (*Attachment 2*)
3. The OBTL template for course design (*Attachment 3*)
4. The refined questionnaire (*Attachment 4*)
5. A webpage screen for the Moodle system (*Attachment 5*)
6. A webpage screen for the web-based prototype for questionnaire administration (*Attachment 6*)

* 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.).

- 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 **	% attained	Remarks
Selection of target platform for the LMS	100%	The tendering process for cloud-computing -based supportive layer is expected to be completed by end of April 2011.
Conduct of series #1 of staff development seminars/workshops	100%	There was a slight delay in the last workshop (for Turnitin), which was conducted after the reporting period, on 21 March 2011
Overall Project	20% (Estimated)	

** Please seek prior approval from the QEGS Secretariat if the project milestones cannot be completed at the end of the reporting period.

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- Project variation (a separate written application should be submitted to the QEGS 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 QEGS Secretariat
N/A	N/A

- 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	504,000	0	504,000
b. Equipment / facilities	370,000	140,230	229,770
c. Services	20,000	0	20,000
d. General expenses	65,000	863	64,137
e. Others	50,000	0	50,000
Total	1,009,000	141,093	867,907
<i>Project Income (if any)</i>			<i>0</i>
<i>Total Balance</i>			<i>867,907</i>