

# Quality Enhancement Grant Scheme

<b>Progress Report</b>	<b>Project No. :</b>
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Reporting Period : From 11/11 (month/year) to 4/12 (month/year)

## Part A

Project Title : Development of Mobile Learning Platform, Production of Mobile Learning Content and Integration with Learning Management System

Name of Grantee : The Chinese University of Hong Kong – Tung Wah Group of Hospitals Community College

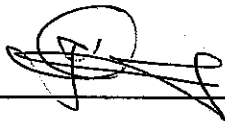
Project Period : From 11/11 (month/year) to 10/13 (month/year)

## 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: \_\_\_\_\_



Organisation Chop: \_\_\_\_\_



Name of Authorised Person: Prof. Thomas Wong Kwok Shing

Name of Grantee: The Chinese University of Hong Kong - Tung Wah Group of Hospitals Community College  
 Organisation: Wah Group of Hospitals Community College

Position of Authorised

Person: President

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

**- 2 MAY 2012**

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

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## Part B

### Brief description of the project

This project aims to setup a technical infrastructure to enable the production of (and access to) mobile learning contents for students. It includes the provision of a LMS (learning management system) for the students to interact with the teachers outside the classroom.

### Milestones

Milestones	Status	Key work done
Identify detail requirements of the e-Learning system	100% completed	<ul style="list-style-type: none"> <li>● The team arranged several demonstrations from different suppliers to help the team understand the features and requirements of different e-Learning solutions. These include</li> <li>● The e-Learning solutions WebEx, Echo360 and Blackboard Collaborate</li> <li>● For the detailed requirements and reviews of the 3 e-Learning solutions, please refer to Appendix I</li> </ul>
Preparation of tendering specification and procedure	100% completed	<ul style="list-style-type: none"> <li>● We found that the following specifications are important for the e-Learning system:               <ul style="list-style-type: none"> <li>■ Synchronization of captured video (2 sources) and audio</li> <li>■ Video downloaded on local disk space and viewed on both desktop PC and mobile devices</li> <li>■ Uploading of learning materials (by students) such as PowerPoint presentations and PDF documents as well as multimedia fillies.</li> <li>■ Attendance to real-time class while outside the campus and perform the following interactions with the instructor:                   <ul style="list-style-type: none"> <li>◆ Text chatting</li> <li>◆ Sharing of student's screen</li> <li>◆ Video of student's face</li> <li>◆ multi-way audio</li> <li>◆ Virtual whiteboard</li> <li>◆ Group discussion</li> </ul> </li> </ul> </li> </ul>

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		<ul style="list-style-type: none"> <li>◆ Quiz</li> <li>◆ Vote</li> <li>■ Realize the above functions on both desktop PC and mobile devices</li> <li>● In order to develop the eBook prototypes and acquire the necessary equipments for the production of learning materials, the team has already completed the procurement procedures of the necessary software and hardware in March 2012.</li> <li>● The installation of software and hardware has been completed.</li> <li>● The list of purchased software and hardware is shown under the "Other Key Tasks Completed" section.</li> <li>● The tendering of e-Learning system is still in-progress:             <ul style="list-style-type: none"> <li>■ Additional demos/testing will need to be conducted in order to complete the comparison and evaluation of different systems</li> <li>■ Some of the specifications are subject to the review of the prototype and further internal discussion.</li> </ul> </li> <li>● The tendering of e-Learning system will be completed in Phase 2</li> </ul>
Development of Prototype	100% completed	<ul style="list-style-type: none"> <li>● The team has adopted the development of iBooks textbook as a prototype for initial development.</li> <li>● iBooks textbook is a eBook format released by Apple Inc. in January 2012.</li> <li>● This eBook format allows the integration of multimedia such as video, image gallery and self-assessment for interactive learning.</li> <li>● It can also allow users to make notes within the iBook and to listen to computer-generated reading of texts selected.</li> <li>● We have started to develop an iBook textbook for a college course in "Operations Management" and we are planning to continue to develop more courses after pilot testing the first iBook with students.</li> <li>● For the screen shots of the prototype, please refer to</li> </ul>

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		Appendix II.
Functional specification review and confirmation	100% completed	<ul style="list-style-type: none"> <li>● In the 1<sup>st</sup> Project Steering Committee Meeting (20/2/12), several points were raised to address the needs in the college.</li> <li>● Some of the important points are:               <ol style="list-style-type: none"> <li>i. It is desirable for the videos shown to the students to contain captions (subtitles) for easy understanding</li> <li>ii. Accessing learning materials on mobile devices is necessary as students can make good use of their time during commuting.</li> <li>iii. Self practice is an essential element of a language learning course, allow students to do recording and listening their own recording on mobile devices would be useful.</li> <li>iv. The iBooks textbooks need to be integrated with the Blackboard system (LMS currently used by the college) in order to maximize interaction between the students and the instructor.</li> <li>v. The system should allow mobile upload of presentations (i.e., videos) made by the students when they are having learning activities outdoor.</li> <li>vi. A consistent place for retrieving of different learning materials would be more convenient for the students.</li> <li>vii. Students should be allowed to participate in a live lesson outside the classroom.</li> <li>viii. Self-review function should be included in the self-learning materials.</li> </ol> </li> </ul>

## Other Key Tasks Completed

### Forming of Project Steering Committee

- Committee members:

- Prof. Thomas WONG (College's President and Chairman of the committee)
- Dr. KK LAM – Academic Director

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- Dr. Jinghan CHEN – Acting Head of Nursing and Health Sciences
  - Dr. Ka-wing YIP – Assistant Professor of Humanities and Social Sciences
  - Mr. Pony MA – Head of ITSU
  - Mr. Tony FUNG – Project Manager
- The 1<sup>st</sup> Committee Meeting
    - Date: 20/2/12
    - The background information and objectives of the project were introduced to the committee members in the meeting.
    - The members shared their views on the kinds of function and content could be covered in the Mobile Learning system in order to benefit the students' learning.
    - The minutes of the meeting is attached in the Appendix III.

## Employment

- The Project Manager, Mr. Tony FUNG has reported for duty from 3/1/12.
- After the discussion with the Committee Chairman, the College's President, it was decided that the project will deliver 2 Business courses as the initial effort in the mobile learning project in which iBooks textbook would be the main learning material.
- In order to achieve this objective, the following tools and skills are required:
  - Illustration
  - 2D animation
  - Video shooting and editing
  - Book layout design

## Budget variance

- In order to author the iBooks textbook and carry out performance tests of learning materials on different mobile devices, several hardware and software were acquired. The application for budget variance was submitted for approval on 9/2/12.
- The budget variance proposal was approved on 13/2/12 by e-mail.
- The budget variance is attached in Appendix IV.

## Acquisition of Hardware, software and AV equipments

- Items purchased and installed during the 1<sup>st</sup> stage in order to author the learning materials
  - iMac
  - iBooks Author (free)
  - Adobe Master Collection CS5.5
  - Sony Handycam and accessories including tripod, microphone, batteries and carrying bag
  - iPhone and Samsung Android phone

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**Financial position (1/11/11 – 30/4/12)**

<b>Expenditure items</b>	<b>Approved budget (a)</b>	<b>Committed or actual expenditure (b)</b>	<b>Balance [(a)-(b)]</b>
a. Manpower	960,000	124,441.9	835,558.1
b. Equipment / facilities	508,000	31,098.9	476,901.1
c. Services			
d. General expenses			
e. Others: Project Audit Fee	15,000	0	15,000
<b>Total</b>	<b>1,483,000</b>	<b>155,540.8</b>	<b>1,327,459.2</b>
<i>Project Income (if any)</i>			
<i>Total Balance</i>			<b>1,327,459.2</b>