My Profiling - Evaluation Schedule

29/05/2017

Schedule of Activity

Research	Due Date	Completion Date
Review My Profiling website and available tools	x	
Review My Profiling Terms and Conditions	x	
Gain access to My Profiling demo system & trial usability		02/06/2017
Review briefs and approvals for My Profiling		08/06/2017
Meet with CIT My Profiling - training and familiarisation	x	
Identify RTO/Employer/Student for survey samples	24-Jul	
Develop Evaluation Tools		
Schedule of Activities		08/06/2017
Terms of Reference for the Evaluation Working Group (EWG)		18/07/2017
Seek input from the Evaluation Working Group on survey tools		18/07/2017
Student Survey		10/07/2017
Employer Survey		10/07/2017
RTO Trainer Survey		10/07/2017
Questions for engaging with CIT Support Services		05/07/2017
Stakeholder Engagement		
Introduction to each participating RTO		05/07/2017
Invite Evaluation Working Group to first meeting		11/07/2017
Initial Evaluation Working Group meeting		18/06/2017
Amend evaluation tools - based on EWG feedback		28/07/2017
Distribute the Australian Apprentice - Student Survey		03/07/2017
Distribute the Employer Survey		03/07/2017
Distribute the Trainer Survey		03/07/2017
Conduct interviews/survey with participating RTO's	14-Aug	
Conduct interview with AASN providers	14-Aug	
Engage with CIT Support Services - Liaison Officers	08-Aug	
Engage with Skills Canberra - Field Officers	08-Aug	
Progress Up-date - Evaluation Working Group meeting		01/08/2017
Final Evaluation Working Group meeting		
Provide an up-date & seek endorsement - Skills Canberra		01/08/2017
Evaluation Report		
Prepare Report Structure and Content		
Conduct data analysis		
Finalise Evaluation Report first draft		
Seek Initial Evaluation Report Feedback (Project Owner)		
Amend Evaluation Report		
Seek Evaluation Working Group feedback		
Finalise and Submit Evaluation Report - Director Skills Canberra		

Tuesday, 30 May 2017
Wednesday, 31 May 2017
Thursday, 1 June 2017
Friday, 2 June 2017
Monday, 5 June 2017
Tuesday, 6 June 2017
Wednesday, 7 June 2017
Thursday, 8 June 2017
Friday, 9 June 2017
Monday, 12 June 2017
Tuesday, 13 June 2017
Wednesday, 14 June 2017
Thursday, 15 June 2017
Friday, 16 June 2017
Monday, 19 June 2017
Tuesday, 20 June 2017
Wednesday, 21 June 2017
Thursday, 22 June 2017
Friday, 23 June 2017
Monday, 26 June 2017
Tuesday, 27 June 2017
Wednesday, 28 June 2017
Thursday, 29 June 2017
Friday, 30 June 2017
Monday, 3 July 2017
Tuesday, 4 July 2017
Wednesday, 5 July 2017
Thursday, 6 July 2017
Friday, 7 July 2017
Monday, 10 July 2017
Tuesday, 11 July 2017
Wednesday, 12 July 2017
Thursday, 13 July 2017
Friday, 14 July 2017
Monday, 17 July 2017
Tuesday, 18 July 2017
Wednesday, 19 July 2017
Thursday, 20 July 2017
Friday, 21 July 2017
Monday, 24 July 2017
Tuesday, 25 July 2017
Wednesday, 26 July 2017
Thursday, 27 July 2017
Friday, 28 July 2017
Monday, 31 July 2017
Tuesday, 1 August 2017
Wednesday, 2 August 2017
Thursday, 3 August 2017
Friday, 4 August 2017
Monday, 7 August 2017
Tuesday, 8 August 2017
Wednesday, 9 August 2017
Thursday, 10 August 2017
Friday, 11 August 2017
Monday, 14 August 2017
Tuesday, 15 August 2017
Wednesday, 16 August 2017
Thursday, 17 August 2017
Friday, 18 August 2017
Monday, 21 August 2017
Tuesday, 22 August 2017
Wednesday, 23 August 2017
Thursday, 24 August 2017
Friday, 25 August 2017
Monday, 28 August 2017
Tuesday, 29 August 2017
Wednesday, 30 August 2017
Thursday, 31 August 2017
Friday, 1 September 2017
Monday, 4 September 2017
Tuesday, 5 September 2017
Wednesday, 6 September 2017
Thursday, 7 September 2017
Friday, 8 September 2017
Monday, 11 September 2017
Tuesday, 12 September 2017
Wednesday, 13 September 2017
Thursday, 14 September 2017
Friday, 15 September 2017
Monday, 18 September 2017
Tuesday, 19 September 2017
Wednesday, 20 September 2017
Thursday, 21 September 2017
Friday, 22 September 2017
Monday, 25 September 2017
Tuesday, 26 September 2017
Wednesday, 27 September 2017
Thursday, 28 September 2017
Friday, 29 September 2017