

## Project Plan

**'ACCESS DENIED' CAMPAIGN PROJECT PLAN**

<b>Project Title</b>	<b>Start Date</b>	<b>End Date</b>
Access Denied	August	Ongoing

<b>Lead Officer/Rep</b>	Matt	<b>Officer Support</b>	Laura, Amanda
<b>Staff Support</b>	Rose/Toby/Demi	<b>Exec Support</b>	Jamie, Alex

<b>The problem</b>	<b>Evidence</b>	<b>Vision</b>
<p><i>What's the issue? Why are you doing this campaign?</i></p> <p>FST students have insufficient access to facilities at weekends e.g. Compass House/Marconi, which contain specialist equipment that is too expensive to buy or won't run on a non-specialist machine.</p>	<p><i>How do you know it's a problem?</i></p> <p>Students have been bringing the matter up for several years (SSLCs).</p> <p>Trial in 17/18 SEM2 was a success after students were informed. (CH)</p> <p><i>A number of students commented on their inability to access the PCs in Compass House, both out of hours and during other classes. One requests "24-hour computer access" – CAT SSLC SEM1 16/17</i></p> <p><i>A lot of the other students would like Compass House to be open more hours – CAT SSLC SEM2 17/18</i></p> <p>Petition about 24/7 access to the Studio and Computer labs which student handed to The Chair. The petition had been signed by 140 students (Marconi). 16/17 <i>3<sup>rd</sup> Year Course Rep – SEM1</i></p>	<p><i>What do you want the outcome of this campaign to be?</i></p> <p>Round the clock access to specialist facilities e.g. AV and Gaming labs, Architecture studios.</p>

Aim	Objectives
<p><i>What is the purpose and broad activity of the campaign?</i></p> <p>Students will have 24/7 access to Compass House in order to complete work at times that work best for them.</p>	<p><i>What are the specific objectives of this campaign?</i> <i>What will it achieve?</i></p>
	<p>Students will be able to access specialist software at all times</p>
	<p>Students will have better mental health as a result of being able to spread their workload more.</p>
	<p>Students will have better academic performance in coursework that requires specialist software.</p>

Key Stakeholders	How to get them on board
<p><i>Who will play a big part in your campaign?</i></p>	<p><i>How are you going to win them over/get them involved?</i></p>
<p>Peter Crabtree</p>	<p>Video testimonials</p>
<p>Marcian Cirstea</p>	<p>Video testimonials, facts and figures.</p>
<p>Steve Oxnard</p>	<p>Organise meeting, discuss further involvement</p>
<p>Senir Dinar</p>	<p>Organise meeting, discuss further involvement</p>
<p>Security team</p>	<p>Organise meeting, ask about potential issues and how it will affect their team.</p>
<p>Compass House/Marconi Students</p>	<p>Find out what they want and then do it. Keep them in the loop about everything.</p>

### Project Team and responsibilities

*Who is going to help you and what are their responsibilities?*

Jamie, Tavonga, Emma and Toby to assist with gathering and compiling student feedback and Rose to advise on campaigning.

Consultation/Approval	Date	
<p><b>Campaigns Coordinator</b></p>		<p>✓</p>
<p><b>Executive Committee</b></p>		<p>✓</p>
<p><b>Students</b></p>		<p>✓</p>

Deliverables	Departments Involved in Delivery	Monitor, Measure and Evaluate (KPIs)
<i>What will the outputs of the project be (an event, a facebook group)</i>	<i>Are there any specific Students' Union departments/teams that you would like to be involved?</i>	<i>How will you measure the success of the project? How will we know if it has achieved its objectives?</i>
Specialist spaces being open at weekends.  (If necessary) Occupation.  Establishing the need of Chelmsford students for Marconi.	Rose Guy Representation team	Continued trial of opening hours for Compass House (Avenues for Marconi to be explored).  Number of students using the facilities is greater than 17/18 SEM2 trial.  Two students from each course feedback about satisfaction/use of CH/Marconi.

Detailed Timeline & budget				
Dates activity	Activity	Action	Who's doing it	Cost
<i>When?</i>	<i>What?</i>	<i>List what needs to happen for your activity to take place</i>	<i>Who is responsible?</i>	<i>How much money will this cost?</i>
Feb (FPT?)	Present statistics from SEM1 access as a case for permanent opening.	Students to have used the buildings.	Matt.	N/A
Dec	POTENTIALLY Department(s) trial late night access over exam periods if they refuse to	Must convince, Peter, Marcian, Security, HoS (Sport Science and Creative Industries)	Matt.	N/A

	extend hours fully.			
3/10/18	FSE FEC	Update on plans moving forward.		N/A
16/1/19	FSE FEC	Assess first semester of stuff.		N/A
1/5/19	FSE FEC	Summarise the development of the project over the year.		N/A
August/Sept	Gather anecdotal/video testimonials	Message people to schedule in times	Matt	£0, Will need editing etc though (will do myself)
Feb	Occupy Buildings if no progress	Organise group of willing students, create banners, come up with catchy slogans	Matt, Rose (To advise on campaigning)	£30 for signs and banners

**TOTAL COST: £30**