



**Section 1**

***Project Title***

What is the title of your project?	PADDI – Portable Access Device and Development Initiative
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***Project Partners***

Who is the lead organisation?	Dundee College
Please provide contact details for the lead organisation (name, address, telephone and email)	Sam Stirling, Dundee College, Old Glamis Road, Dundee, DD3 8LE 01382 834850 <a href="mailto:s.stirling@dundeecollege.ac.uk">s.stirling@dundeecollege.ac.uk</a>
Who is the project manager (name, organisation, address, telephone and email)?	Sam Stirling, as above.
Who are the other project partners?	JISC RSC Scotland North & East

***Project description***

Please give a brief description of your project (no more than 150 words).	<p>'AccessApps' is a collection of portable open source and freeware applications provided by the JISC Regional Support Centre Scotland North &amp; East (RSC). The collection is designed to support learning, supplying students with the tools that meet their individual needs. The portable nature of AccessApps means that they can have these tools easily and accessibly, whenever they need them, on a device (a USB drive) small enough to fit in their pocket. A range of solutions support reading, writing and planning as well as sensory, cognitive and physical difficulties.</p> <p>Staff at Dundee College contacted the RSC to investigate how additional value could be provided to students by integrating library and information resources within the overall AccessApps collection. The PADDI project emerged from this original idea, and the college successfully applied to SLIC's Innovation and Development Fund, winning generous financial support for the project.</p> <p>Following a pilot training and support programme</p>
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	<p>- to targeted students and staff (Catering, Care and Special Programmes) – PADDI/AccessApps has now been widely deployed at Dundee College.</p> <p>The library has played a pivotal role in making the project a success which, in return, has helped enhance the profile of the library within the college.</p> <p>PADDI has proceeded in close partnership with the JISC Regional Support Centre Scotland North &amp; East.</p>
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***Amount of Award***

How much was awarded from the Innovation and Development Fund?	£7600
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## Section 2

### ***Project Name***

PADDI Project

### ***Project Aims and Objectives***

The project aimed to:

- Source and identify a range of library induction, research and information skills for inclusion on the USB pen.
- Produce a portable package of tools based on the needs of learners in specific curriculum areas, based on the RSC's pioneering work with AccessApps.
- Deliver training to college staff to enable them to support learners in using the resources
- Develop a training programme for staff and learners in partnership with JISC RSC Scotland N&E.
- Use existing RSC support materials where feasible, and where appropriate develop new training materials as required to exploit library resources.
- Provide targeted training to a) groups of learners across the college and b) training to individuals on an elective basis.

**a)** Focus on three curriculum areas in the pilot: Care (50 students), Catering (25 students) Special Programmes (50). These sessions were held in a library environment.

**b)** This was achieved in two ways. Students were either identified by Library and Student Services support staff as suitable candidates or were self-referred after viewing promotional materials.

- Evaluate the success of the training programmes through surveys and focus groups of learners and staff.
- Produce a written report outlining good practice in the use of the resources as a tool for improving the overall learning experience of learners.

In terms of the SLIC priorities the project addresses:

Working with users:

- This project has involved working directly with users – both in the initial stages of determining appropriate resources to meet the needs of different curriculum areas through monitoring and on to evaluation of the project.

Staff and Workforce Development

- A number of Library staff have taken part in BRITE training with some undergoing the full programme of BRITE training. This project has up-skilled a far wider range of staff from the College Library, Learning Centres and Student Services.

### ***Summary of Outputs and Outcomes***

The outcomes of the project include:

- The provision of assistive technologies and other tools and materials (such as library resources) to learners in the 3 pilot groups, as well as those who attended drop-in

sessions. Learners received training to support them in the use of the technologies on offer. By the end of the project, 81% of students (who received training and participated in the final project evaluation) were using AccessApps and could see the benefits of using such tools to support their learning. Indeed, many students went on to cite specific applications that they had found useful during their studies. These ranged from assistive technologies to study skills applications. The majority of students had also linked to library resources and services via AccessApps, thus enhancing student awareness of the library and associated services.

- The addition of 15 key applications and library materials to all Dundee College networked computers via the 'AccessApps' icon on the Start Menu.
- Off-campus access to the full range of technologies (over 50 applications) and materials for students via the provision of USB pens. The content and layout was designed to meet the needs of Dundee College learners and included local materials (such as links to library guides and resources) as well as the full range of applications. It was evident from the evaluation that students were using the full suite of tools on offer, thus supporting the view that AccessApps can help to meet the specific needs of individual learners. (200 pens were produced by the RSC in consultation with project staff and distributed to students).
- The provision of comprehensive online and paper based support materials to students. Many of these had been developed by RSC Scotland North & East and made freely and openly available on the web. The materials were collated by Dundee College Library who contextualised them for Dundee College students, making them available (along with other support materials, such as library resources) via the college VLE. 71% of students reported that they had accessed the support materials on the VLE.
- Staff training on AccessApps delivered by the JISC Regional Support Centre for Scotland North & East. Ongoing support for staff is available from the RSC.
- Student training delivered by Dundee College staff.
- Project evaluation

## ***Methodology***

- In order to obtain suitable library materials, a comparison of our existing materials was made with 'best practice' examples found in the other Scottish colleges. Changes included the development of a Library Podcast and the rewriting of the main Dundee College User Guide to meet QELTM standards. These resources and the link to the Library Catalogue were added to the USB pen.
- Key Dundee College staff reviewed the existing AccessApps materials and selected the applications that were felt best suited to students' needs. A suitable USB pen that included the Dundee College branding was then sourced and 200 ordered. These were then sent to JISC RSC Scotland N&E, who developed an interface to meet the needs of Dundee College students and added the selected AccessApps and library materials.
- Due to a perceived security risk, the use of the USB pen in College was restricted to standalone machines and laptops. To overcome this 15 key applications and the Library Podcast, Catalogue and User Guide were added to all College network machines.

- A review of training needs was undertaken by the project manager and key staff to ensure that all staff who were involved in the project received the necessary training to be able to support the learners in using the resource. A comprehensive training programme was developed; initially led by JISC RSC Scotland N&E. Further training was carried out in house by key project staff.
- Existing RSC support materials were reviewed by the project manager and key support staff. The majority of materials were then adapted to meet Dundee College's specific requirements and incorporate College accessibility information. These materials were added to the College's VLE Blackboard and made available to all College staff and students.
- Training sessions for all three student pilot groups were delivered and drop-in sessions were advertised in three campuses during December and January. All students who completed the training received a USB pen to use outside of College.
- Evaluation of the project included start and end project surveys and two focus groups, all conducted by RSC staff. The project manager also carried out two one-to-one interviews with students. A final evaluation report was produced by RSC staff to deliver and review the project's findings.

### ***Appraisal of project in terms of service and professional practice enhancement***

The project has enhanced the service that is on offer in all campus libraries and learning centres, through the provision of additional support resources that are accessible to all learners via the networked computers.

The applications have also been highlighted to students via the Learner Services Induction that is offered to all Dundee College students.

Staff now feel that they are more knowledgeable about the applications available and are therefore more confident in helping learners with them in the library environment. In addition, a member of the library staff, who played a key role in the project, is using this experience as the basis for her BRITE case study.

The materials developed will be made available under the creative commons licence (<http://creativecommons.org/licenses/by-nc-sa/2.5/scotland/>) to the Library Community.

### ***Lessons for other services' developments***

To make any IT-related project successful, it is vital that key staff from the ICT section are consulted at an early stage and included on the project steering group. This provides the necessary knowledge and assistance required and helps prevent misunderstandings and unnecessary delays in service delivery.

Although the original intention was to provide USB sticks to students for use on and off campus, concerns about network security caused the IT staff to place restrictions on the use of sticks on college machines. In effect, they required to disable any executable files on the USB sticks, resulting in the apps not working on campus in portable format. (This did not affect the students' use of the USB sticks on their own computers, or at home. The understandable caution of the IT dept resulted in a beneficial outcome in general as it was agreed instead to install a core set of applications on the network. This cut-down networked version of AccessApps has therefore been made available to a far greater number of students within the college (e.g. students outwith the pilot groups). Thus causing the project to reach wider, providing even greater equity of access to college resources.

## **Publications**

Dundee College Learner Resources Bulletin

### **Section 3**

#### **Milestones**

Please list the milestones agreed as condition of grant and report progress against them		
Milestone	Progress	Remedial action if required
Evaluate library induction, research and information skills by August 2009.	Achieved. Library Guides, Online induction and Services links added to AccessApps folder along with eight applications.	N/A
Development of training programme with teaching staff by November 2009.	Achieved. Awareness Session conducted by RSC and Project Team for all Dundee College staff 18/08/09.	N/A
Support materials developed by November 2009.	Achieved. Training materials developed and added to AccessApps Blackboard page. Added to all student accounts.	N/A
Delivery of training materials to staff and learners by March 2010.	Achieved. JISC led training 29/10/09 to all academic staff. Student drop-in and class based training December 09.	N/A
Evaluation processes developed by November 2009.	Introductory survey developed by RSC, a link added to Blackboard, and completed by all students participating in training.	N/A
Evaluation and final report by June 2010.	Achieved. Additional survey and focus groups conducted by RSC. One-to-one interviews also carried out by project manager. Final evaluation report produced by RSC staff.	N/A

#### **Problems and solutions**

Please list any problems encountered and the solutions to them		
Problems	Solutions	Notes
College's Computer Services Department raised concerns regarding the use	Eight of the key applications were added to the network. This was expanded to cover 12	

of executable files via the USB.	applications as the project developed.	
Applications would only run on new CC4 network machines.	All PCs in areas participating in the project were upgraded onto the CC4 network as a priority.	

### **Project costs**

Please list expenditure related to SLIC funding to date		
Item	Cost	
Staff development and evaluation	£1820	
Development of support and training packages	£2360	
Delivery of training	£1100	
Evaluation and report writing	£640	

### **Dissemination**

<p>SLIC will disseminate reports from your project through its website.</p> <p>SLIC will also require a follow-up report about the impact of your project between 12 and 24 months after the funding period.</p> <p>What support is the project providing for dissemination of the lessons learned from the project to the wider sector?</p>	
In what publications has the project presented its lessons to?	Dundee College and the RSC are currently actively seeking external opportunities for publishing PADDI project outcomes.
What websites has the project presented its lessons to?	<p>Now that the final evaluation results are available, the RSC proposes to make available to the sector the results and methodology of this successful project. This will be done through the RSC's own website and through the RSC's popular fortnightly news bulletin: NewsFeed. In addition, the RSC e-Advisor for Learning Resources will publish information about PADDI on the RSC's Online Resources Blog, which is read widely by librarians in Scottish FE colleges.</p> <p>The project materials will also be available via Dundee College Website and VLE, Dundee College Library Facebook and Twitter feeds and SLAINTE websites.</p>
What mailing lists has the project presented	N/A

its lessons to?	
What seminars has the project presented its lessons to?	
What conferences has the project presented its lessons to?	
Are there other dissemination routes the project will use or has used?	<p>The RSC is one service of 13 similar units throughout the UK. RSC Scotland North &amp; East will communicate information about the PADDI Project to RSC colleagues throughout the UK with a view to sharing best practice more widely. AccessApps was recently 'Featured case study of the month' on the LSIS 'Excellence Gateway' (<a href="http://bit.ly/bzcluT">http://bit.ly/bzcluT</a>) due to the work of the RSC in the SW of England with Somerset College. RSC throughout the UK are already engaged with AccessApps and the PADDI project will provide further confirmation that the resources are in tune with students' requirements. The innovative library-related connections of PADDI will be especially interesting to this community, which seeks to communicate successful ideas to a wide range of learning providers.</p> <p>SLIC IDF Showcase and SLIC FE Conference.</p>

### **Declaration**

The information provided in this final report is correct to the best of my knowledge			
Name	Sam Stirling	Signature	
Position	Learning Centre Team Leader	Date	