

# Technology-Enabled Activity Planning Document

This document may help you plan your creation, as well as encouraging you to estimate how much time you will need to invest.

Title:	Media Usage for Group Project in Project Management
Tool using:	Screencast-o-matic
Idea:	Develop mini-videos on instructions for students to complete assessment.
Curriculum integration:	<p>Media usage with instructions and navigating through research and LMS</p> <p>CLO - Create a comprehensive project plan by applying key project management tools to a health information management focused project/concept.</p> <p>CLO - Discuss the selection and application strategies to effectively manage inter-organizational relations and contracts with stakeholders, suppliers and contractors. Identify and select project control processes, identifying potential problems and project change management strategies.</p> <p>EES - Communicate clearly, concisely and correctly in the written, spoken and visual form that fulfills the purpose and meets the needs of the audience</p> <p>EES - Apply a systematic approach to solve problems</p> <p>EES - Manage the use of time and other resources to complete projects</p> <p>VLO - Develop, implement, and evaluate health information management practices, policies and processes to support client care, organizational goals, operations, and regulatory compliance.</p> <p>VLO - Work professionally, ethically and collaboratively with stakeholders and as a member of an interdisciplinary health care team, to enhance the collection, distribution, use, security and awareness of quality health information and its impact on client care</p>

Now, identify what tasks are involved in your creation and estimate how much time it will take to complete them. It's not a commitment to a particular approach, rather a guide for you to anticipate what will be required.

Enter an 'X' in any column next to a task your creation will entail, and then predict how long it will take you to do (in hours).

[ X ] Task	Est. time (in hrs)
Generate ideas	1

	Record & edit audio	1
	Record & edit video	1
	Identify and remedy any accessibility barriers (e.g. captioning)	1
	Review for errors	1