



Evaluating the viability and determining the requirements of an e-learning dispensation for dairy technical training in the secondary dairy industry

(PRJ-0168-2017)

SAMPRO (Training)

Quarter 4 2017/2017 (October 2017 till December 2017)

Project goals

Goal 1 - Obtain submission(s) on the design and features of e-learning systems with the aim of informing potential users of the requirements of implementing such a system and thus to enable potential users to evaluate the viability thereof.

Achievements

Two different consultants were commissioned to make presentations to the relevant Advisory sub-committee on

1. The requirements for an e-learning system for dairy technical training

so that members of the committee who are dairy processors and human capital development functionaries can consider

2. the viability thereof for potential users.

(1) This was done by discussions with consultants, followed by presentations to the committee and finally by requests to both consultants to make final recommendations on design, development, resources required, investment in infrastructure and the 'ideal' utility of such a system,

so that

(2) The potential users - which were committee members who process dairy, plus a few more potential users who are not committee members - could consider and express themselves on the viability of deploying such a system.

An abridged report of the two consultants' reports were compiled by the Project Manager and circulated to potential users, which included members of the Advisory sub-committee, together with the full reports from the consultants, with the request to present feedback on the utility and desirability of an e-learning system designed and developed along the lines proposed by the consultants (in the first quarter of 2018).

Non-achievements / underperformance

At the time of compiling this report, feedback from potential users have not been received in writing. It must be stated, however, that there has been support for this type of development in the Advisory sub-committee and in the management of SAMPRO for some time. The availability of surplus funds which could be used for this investigation made it possible to perform to initiate - even though on a first level of analysis - this endeavour.

Reasons for non-achievements / underperformance

Date for feedback set as end January 2018.

Planned remedies for non-achievements / underperformance

Reminder to be sent to original addressees in third week of January 2018.

Goal 2 - Determine what inputs in terms of learning materials (downloadable learner guides; instructor guides, audio-visual aids etc.) are required that are not currently available

Achievements

Depending on the envisaged end results and utility of the 'ideal' e-learning system, the following are identifiable resources that still has to be developed:

- 1.1 Approximately 76 curriculum-based modules for the Laboratory Analyst qualification;
- 1.2 At least 19 previously identified videos encompassing approximately 50 topics. Estimated to be approximately 11 hours of audio-visual resources;
- 1.3 A number - as yet unspecified in magnitude – of theory tutorials to be recorded as audio-visual units, the estimate of which indicates 200 recordings to cover the three intended qualifications' theory.

Non-achievements / underperformance

Apart from the 76 curriculum-based modules intended for the Laboratory Analyst and which, as result of delays at FoodBev SETA in terms of curriculum design has not been developed (but scheduled for this reporting year by the project), none of the other identified resources were planned for development in 2017. There is also not any indication as yet from Milk SA whether such an endeavour could/would be committed to post 2018.

Reasons for non-achievements / underperformance

None practically, as the development of the 76 modules for Food Laboratory Analyst does not impact directly on whether or not an e-learning system is to be established or not.

Planned remedies for non-achievements / underperformance

Submission of reports from consultants to Milk SA Board of Directors (with Project Manager's abridged report) for consideration (as Additional documentation to this report).

Goal 3 - Planning for the development (with costing) of materials required for establishing an e-learning system that are in arrears

Achievements

Included in reports from consultants, with summary in Project Manager's abridged report.

No Non-achievements / underperformance has been reported

Goal 4 - Arranging for (at least four) additional Advisory Sub-committee meetings to workshop this endeavor in 2017

Achievements

Only two meetings were held for presentations by consultants to Advisory sub-committee on requirements. It would seem that any further meetings could be superfluous, as the committee members are informed well enough via the two meetings, to be able to consider the desirability and viability of such a system once the final report from consultants are circulated to them. Initially it was estimated that a greater number of meetings could be required, but in the mean time this view has been curtailed.

No Non-achievements / underperformance has been reported

Income and expenditure statement

Income and expenditure statement	FinTrgSecNov17.pdf
Unnecessary spending during period	No

Popular Report

[E_learning report 2017.pdf](#)
[Popular 4th quarter PRJ_0168.pdf](#)

Additional documentation

[Moodle Report for Sampro.pdf](#)
[Siyandza SAMPRO ELP and Document Repository - Nov17.pdf](#)

Statement

Levy funds were applied only for the purposes stated in the contract	Yes
Levy funds were applied in an appropriate and accountable manner	Yes
Sufficient management and internal control systems were in place to adequately control the project and accurately account for the project expenditure	Yes
The information provided in the report is correct	Yes