

**Name of Principle Investigator:** Christine Faraday

**Project Title:** Multimedia Innovation Instruction Technology (MIIT)

1. Please consider the original timeline and deliverable targets. How is your project progressing compared with the original estimates?

We are definitely behind schedule based on our timeline. Our original timeline did not take into account the fact that the grant funds would not be released until Fall 2013. We created a new timeline over the summer that took this factor into account. We have been meeting most of our objectives based on this new timeline.

2. How is spending progressing when compared with the original budget estimates?

We had to spend more money than we originally estimated although we are still within our budget. Our project requires two major pieces of equipment: a Mediascape mini and laptops. The Mediascape mini model that we based our budget on was no longer available by the time we ordered it. The new model was over \$900 more than the original. Additionally, the laptop model we chose was no longer available at the original price when we submitted our requisition. Though we were able to locate the model from a different store, it cost an additional \$140. We had to make major changes to our budget in order to deal with these unexpected price changes.

3. Please provide feedback regarding your experience with the project execution. In particular, any issues or roadblocks you've encountered that may have been unexpected.

We are in the process of dealing with a major roadblock at the moment. Our new procurement director bundled our laptop requisition with other tech fund requests in error. Due to this, our requisition has been placed on hold until it is approved by the Board of Trustees. Though this seems like it would be a simple mistake to fix, it is proving very difficult to remedy this situation. We are trying to devise alternative solutions in case our laptops do not arrive in time to be used by students by our projected start date.

4. What are your positive observations or pleasant surprises about your team's interaction or project process that might would be helpful to other PI's?

We have had terrific communication and cooperation on our team. I think regularly scheduled meetings help and also PIs should be willing to add people to the team as the project progresses and objectives shift.

5. Please describe any challenges you've encountered working with your project team that you've found solutions for that might be helpful to other PI's.

Scheduling meetings at a time when everyone can attend is probably our biggest obstacle. I send out emails with three possible meeting dates and times and choose the one that is best for the majority of the group. I do my best to accommodate everyone's schedules and email any documents that will be discussed ahead of time.