The Programme and Course Information Management (PCIM) project is looking at how we store, manage and use academic information. The attached diagram shows the type of information that is being considered. The project aims to enhance the student experience by providing accurate, consistent and usable information to support academic choice. The project also aims to support staff by delivering robust solutions to the management of information and to reduce duplication of effort.

Where does this project fit?

The PCIM project fits within the Student Experience Project (SEP). See [http://edin.ac/YPDTMM](http://edin.ac/YPDTMM) for further information.

Timing

Phase 1 of the project runs from March to September 2013.

Outputs

At the end of phase 1, the project vision and approach will be presented for approval to the Curriculum and Student Progression Committee on 20 September 2013 and the Learning and Teaching Committee on 25 September 2013. An outline implementation plan and projected costings will also be produced at the end of phase 1.

Stakeholder Engagement

A key part of phase 1 is to speak to staff and students across the University about their usage and experiences of such academic information. Members of the Project Team will approach key contacts as they are identified. All staff are encouraged to:

- Advise the Project Manager of the key contacts for their area.
- Inform the Project Manager of any key meetings or events that are taking place where the project could be introduced or discussed.

External Benchmarking

The Project Team will benchmark with peer institutions during phase 1.

Communication

Communication of project developments is very important and staff are asked to advise the Project Manager of any suggested approaches to ensure effective project communications.

Contacts

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Project wiki: [http://edin.ac/10ujfdf](http://edin.ac/10ujfdf)