



Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

ECDE 7021

Exploring Contemporary Issues in Education
2: applying critical skills, contributing to
knowledge: leading improvement

Session 2: 6th May 2025

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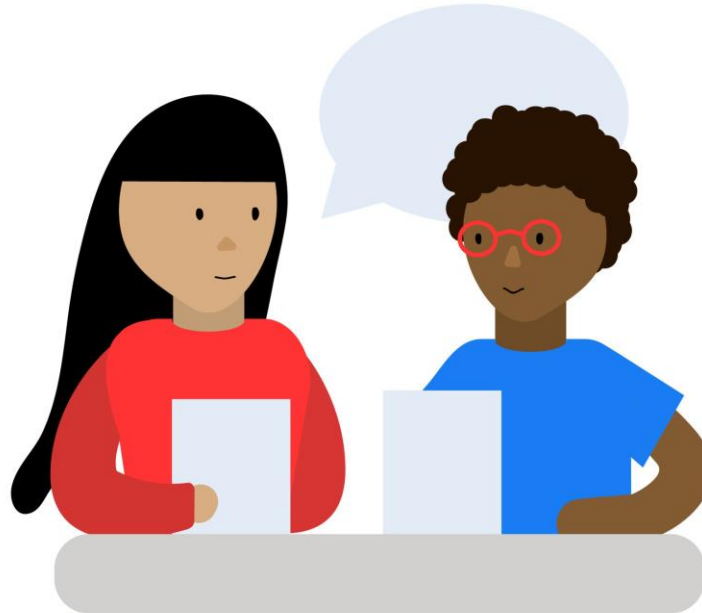
Trawsnewid Addysg, Trawsnewid Bywydau
Transforming Education, Transforming Lives

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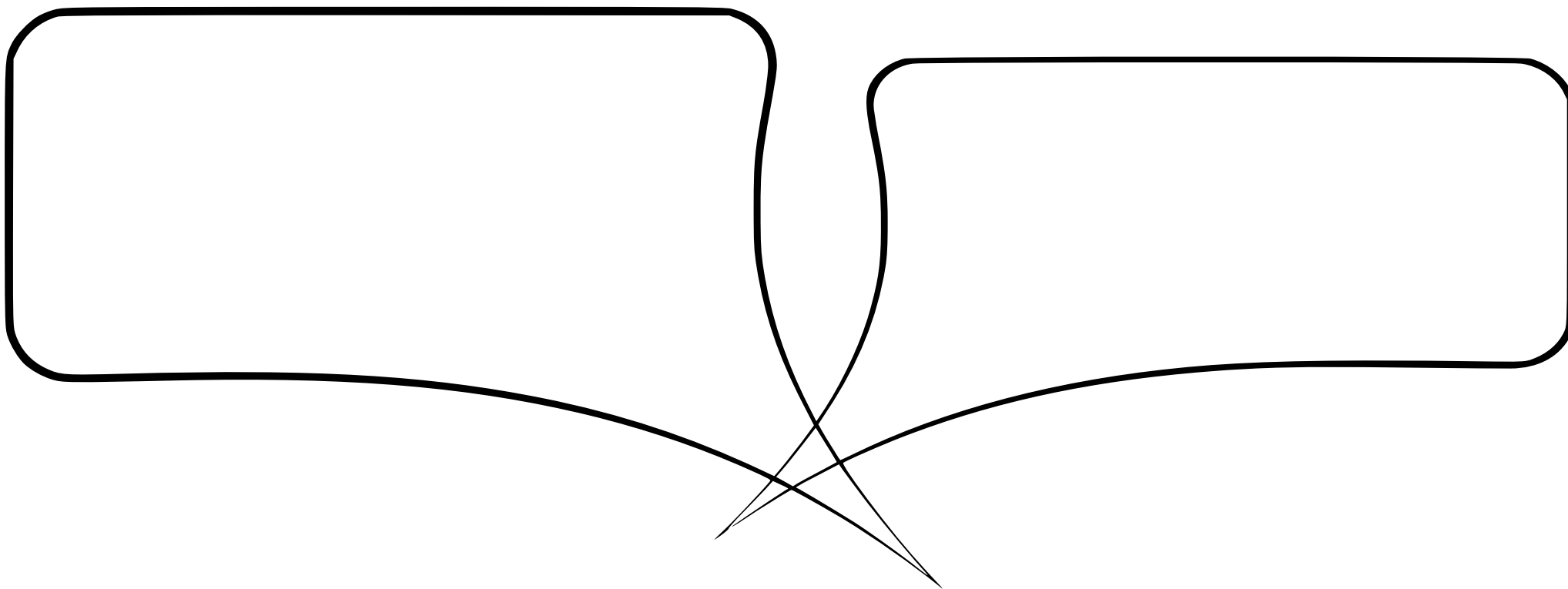
Timeline for completion of ethics form:



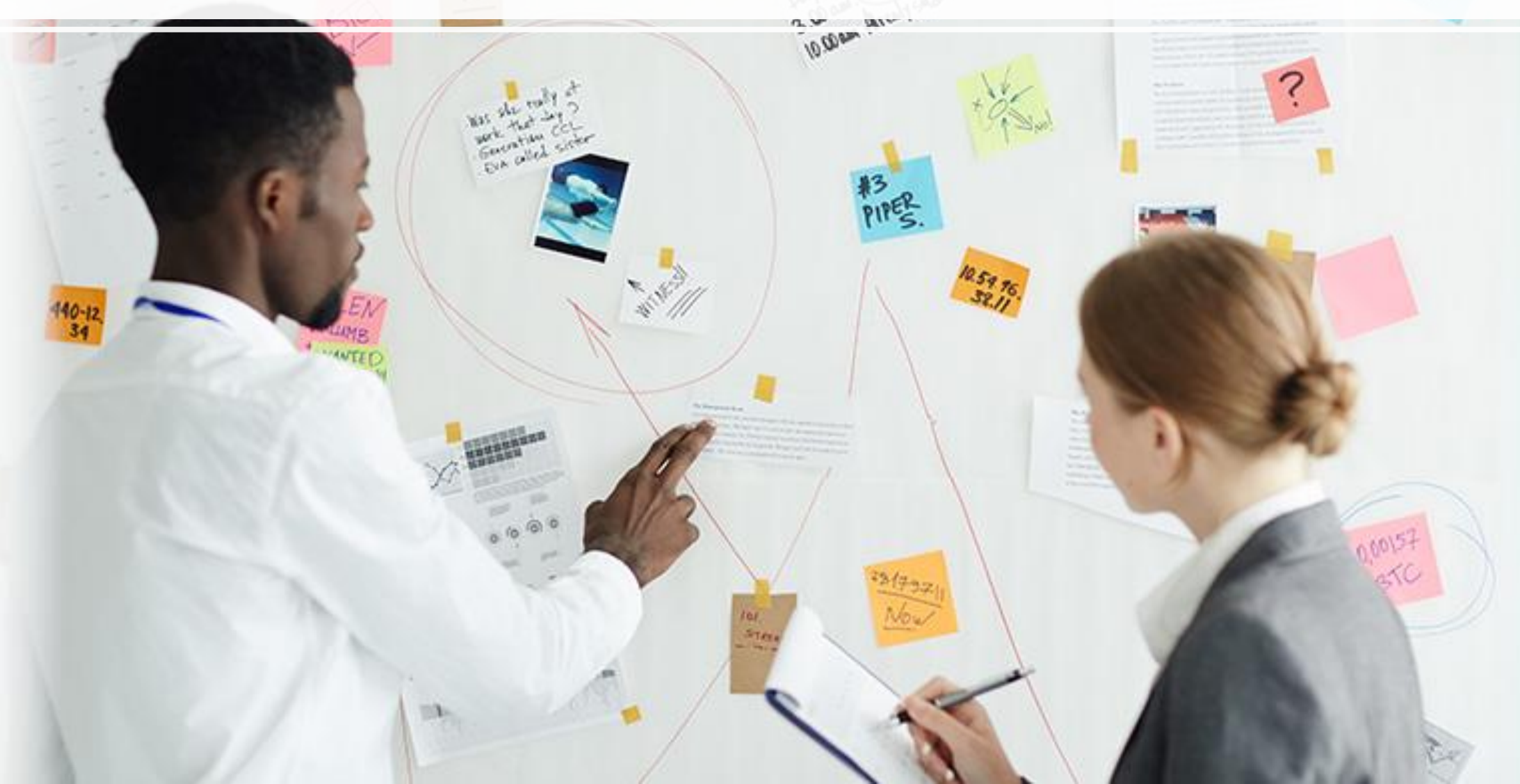
Peer-assessment task:

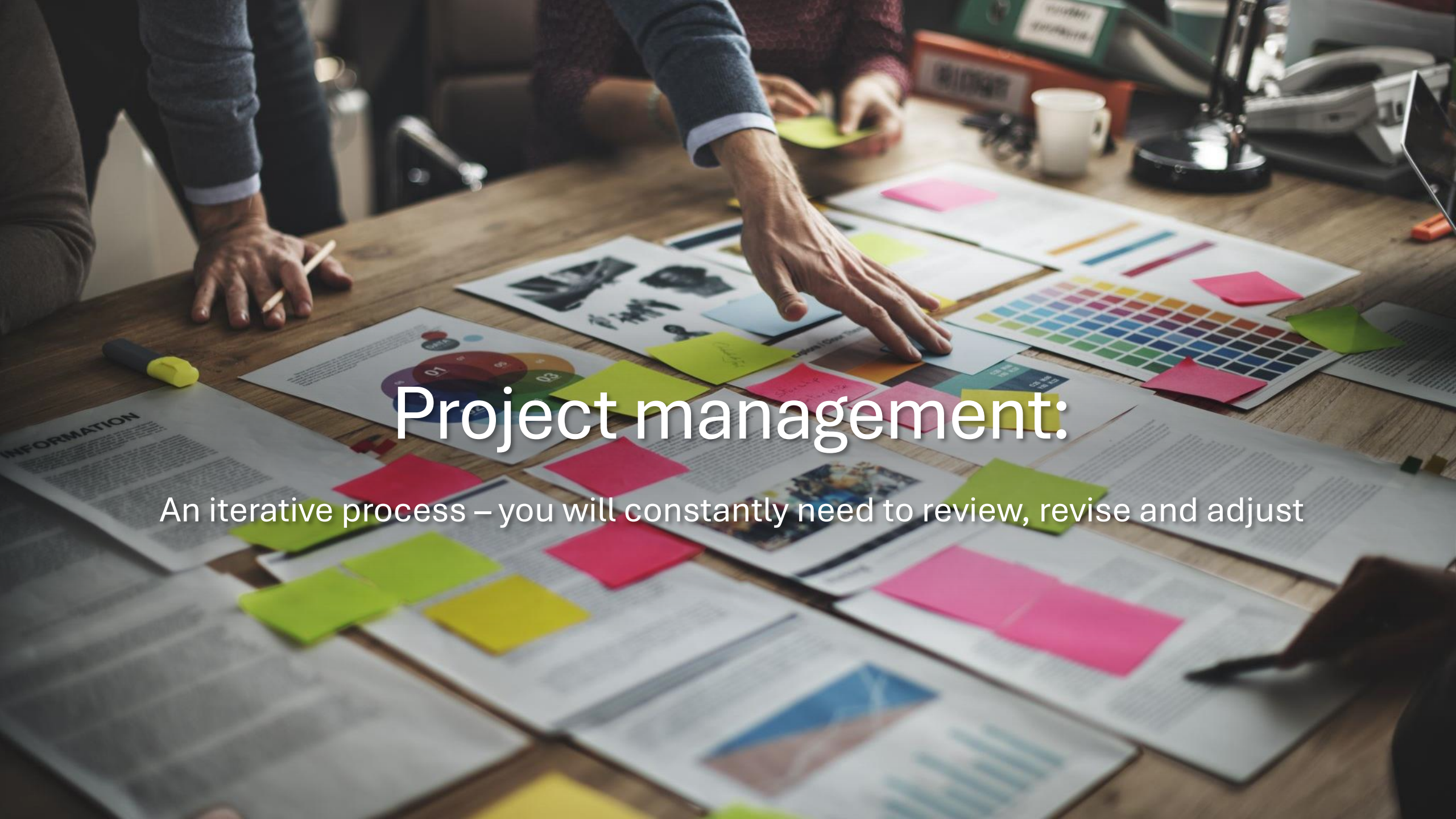


Feedback:



Research Project Management

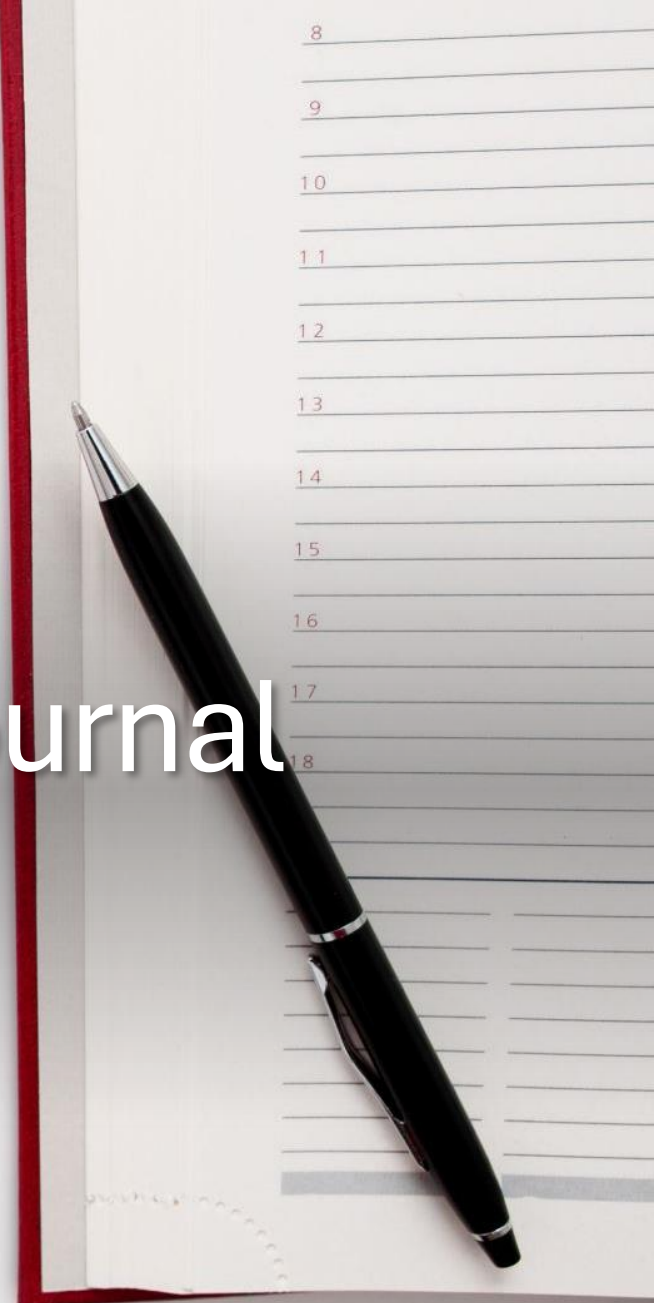


A collaborative workspace with a wooden table covered in project management documents, sticky notes, and a color palette. Several people's hands are visible, interacting with the materials. One hand is pointing at a document, another is holding a pen, and a third is near a color palette. The documents include a circular diagram with numbers 01, 02, and 03, a color palette, and various text-heavy pages. Numerous colorful sticky notes (pink, yellow, green) are scattered across the documents. In the background, there are office supplies like a white mug, a black lamp, and a printer.

Project management:

An iterative process – you will constantly need to review, revise and adjust

Keeping your own project journal



A stack of three books is positioned on the right side of a light-colored wooden desk. The books have white, dark brown, and light grey covers. In the background, a bright, out-of-focus light source creates a warm, golden glow across the scene.

Why might it be useful to keep a
research journal?

Things that you might record:



What you have read/references



Any thoughts or reflections surrounding the project, particularly when you change your earlier intentions



Appointments made/to be made – an aide memoire



Taking stock of where you are at each stage – it can be an opportunity to reflect on progress, problems, suggestions and worries



Reflections on how you might be influencing the research filed or findings

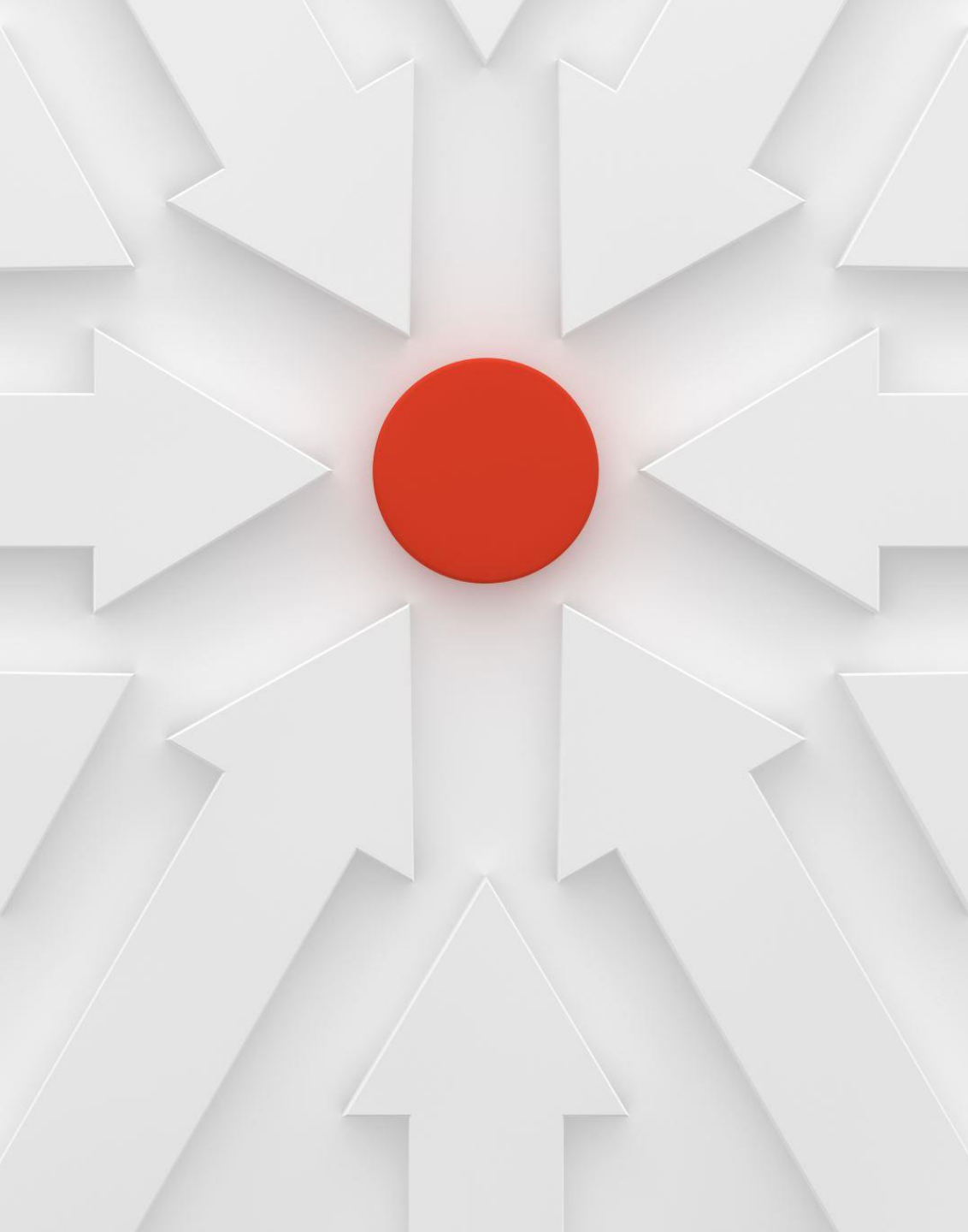


Can also act as an audit trail



Project plan

- Objectives and constraints
- Stakeholders
- Resources
- Phases and tasks
- Outputs



Objectives and constraints

- What are you trying to do?
- What are your limitations?
- How will success be measured? This may take different forms at different times – measures, targets



Stakeholders

- Roles
- Expertise
- Responsibilities
- Credit/compensation



Breaking down a research project

- Identify key phases:
 - Proposal development.
 - Literature review.
 - Methodology design.
 - Data collection and analysis.
 - Writing and revising.
 - Submission and defense.
- For each phase, establish objectives, deliverables, and timelines.

Stakeholders



Who are the stakeholders involved in your project?



Who are the intended participants?



Who needs to be involved and when?

Tools and Techniques

- Tools: Gantt charts, Trello, Notion, Microsoft Project, or similar platforms.
- Techniques: SMART goals, Eisenhower Matrix, and Kanban boards.
- Time management strategies: Pomodoro technique, block scheduling.



Planner

MS Planner

Boards

Zettel Note Archive / Knowledge Base / Wiki

Alfa

- improve the structure of essays by rewriting
- Birth of Brookings
- Facebook Hoax Hoax
- Productivity vs. Age in Foraging Societies
- Pedersen Index
- Add a card...

Bravo

- Greater Voter Volatility in Late 1970s
- The Disappearance of Presidential Campaign Volatility
- Culture War and Campaign Volatility
- Mass Communication and Voter Volatility
- Voting Math
- Suicide and the Asian-American Student
- Add a card...

Charlie

- Intrinsic Motivation
- Beer's Exile
- Project Cyberbyn
- Economic Automated Management System
- Cybernetic Red Scare
- Add a card...

Delta

- OGAS
- Techno-Pastoralism
- Houseboat Summit
- Ulm School of Design
- Tea Kettle Tech
- Add a card...

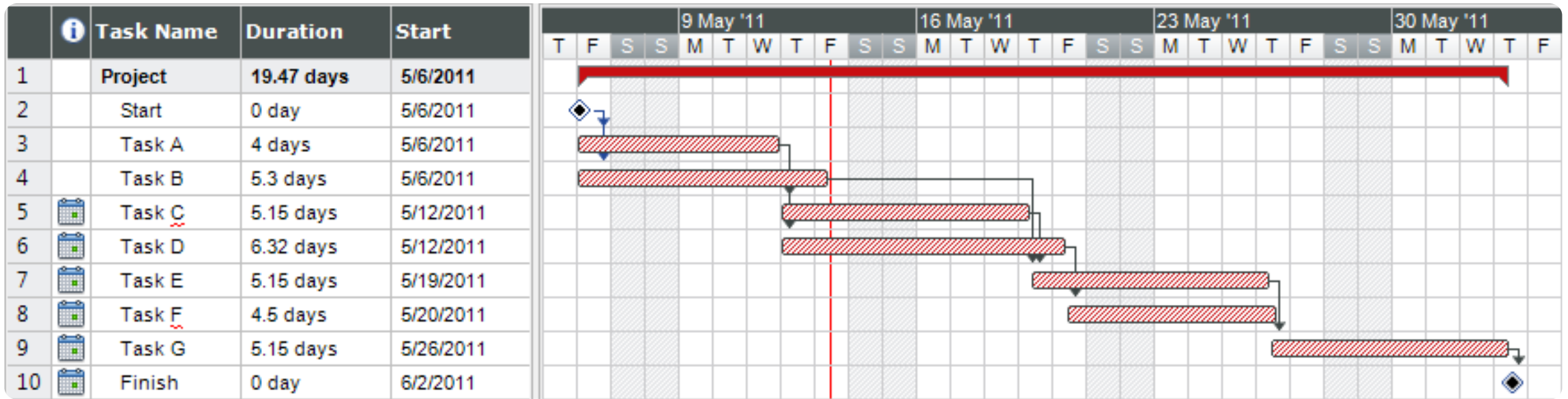
Echo

- Alarm Fatigue
- False Alarms
- Viable System Model
- The Cussedness of Things
- Empathy Stereotypes
- Add a card...

Foxtrot

- First I
- Ham
- Sleep
- Add a card...

Trello



Gantt Chart: a project management tool that visualises work progress over time

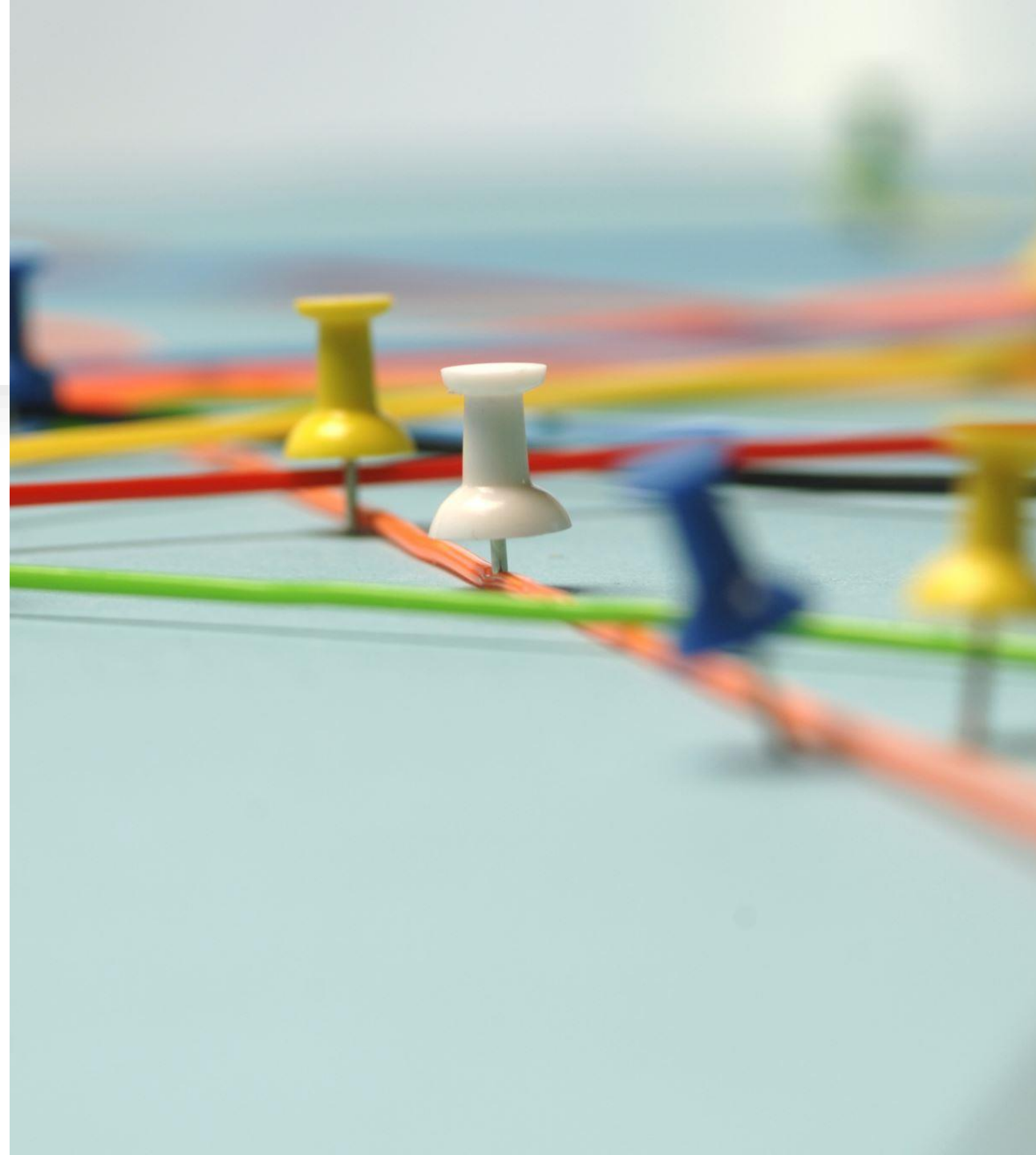
Left side – lists all tasks and activities

Right side - a horizontal timeline with bars representing each task's duration (which adds up to the entire project duration).

These schedule bars clearly show the start and end dates of tasks, making it easy to see what's in progress, what's upcoming, and what's completed.

How to construct a Gantt chart

- Creating a Gantt chart from scratch requires several steps, from gathering all the different tasks and subtasks to defining dependencies, and creating a horizontal timeline. While this can be done independently, it's a lot easier to start with the help of a project management platform with built-in Gantt chart views and templates.



Establish task durations and deadlines

- Once you have a clear project task list, determine how long each task will take to complete. Assign start and end dates for each task based on the project timeline. This helps in setting realistic deadlines and planning resources effectively.



Identify task dependencies

- Tasks in a project are often interconnected. Use your Gantt chart to visualize which tasks depend on others. For example, task B cannot start until task A is complete. Identifying these dependencies is crucial for a smooth workflow and helps prevent bottlenecks later.



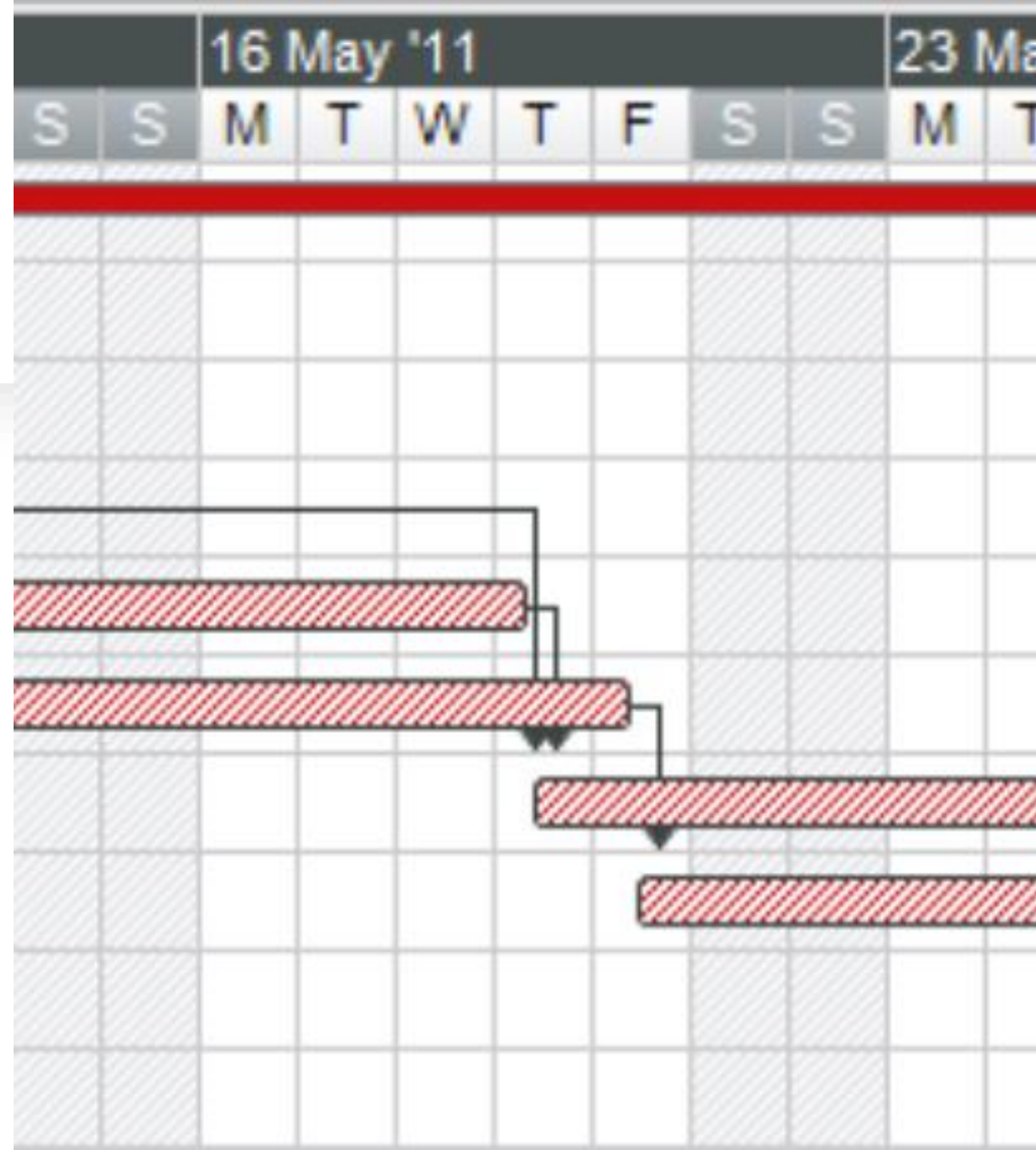
Build your Gantt chart timeline

- Now that you have all the information ready, it's time to visualize it. Use monday work management to create your Gantt chart with just a few clicks. Start by adding your tasks, setting durations, and linking dependencies. You'll see your project timeline take shape, providing a clear, visual overview.



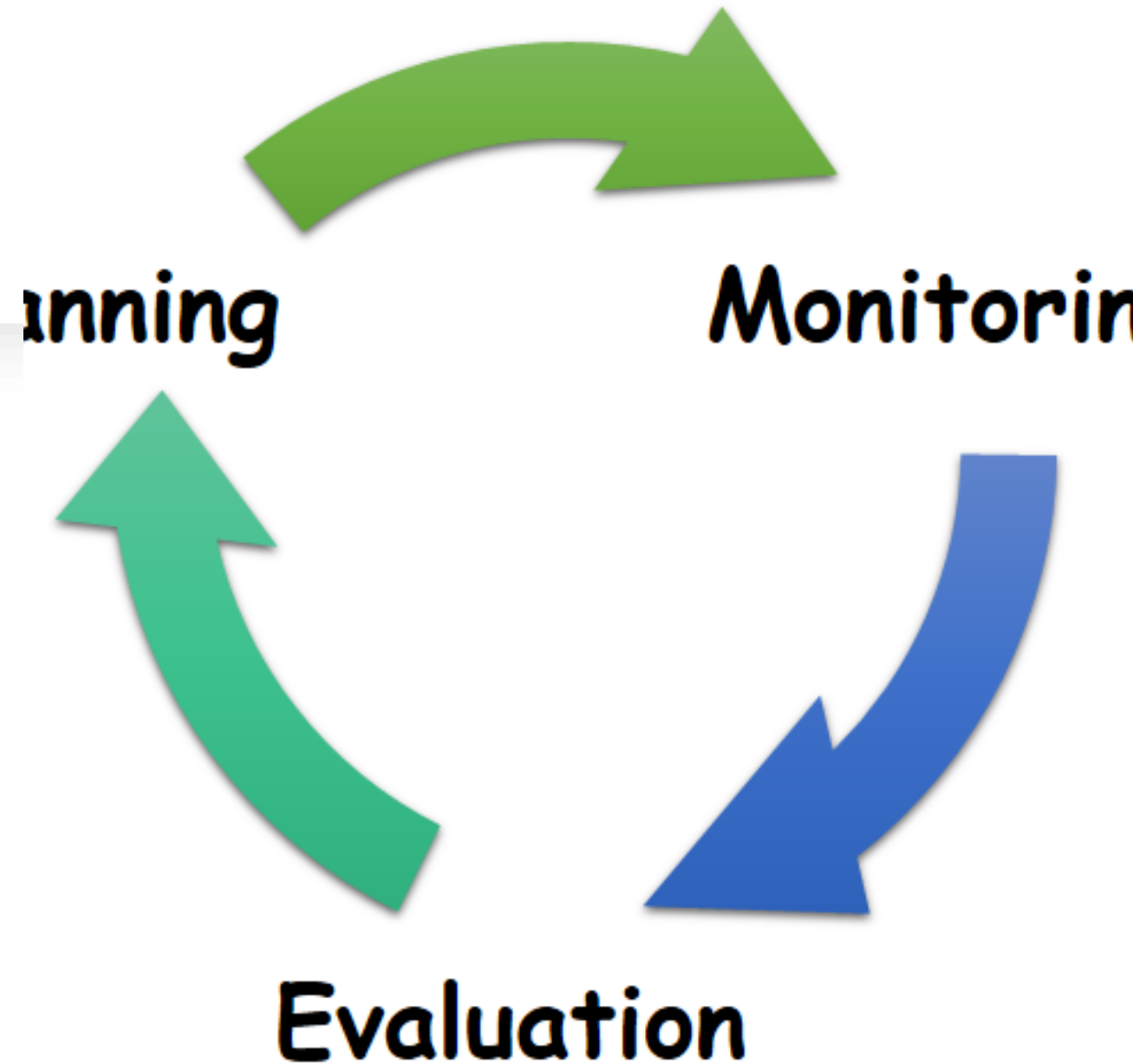
Customise your Gantt chart view

- Every project is unique, so customize your Gantt chart to fit your team's needs. Use colors, labels, and filters to highlight important milestones, deadlines, or critical paths. With monday work management, you can add widgets to your dashboard for a high-level overview or zoom into specific tasks for more detail.



Monitor progress and make adjustments

- A Gantt chart is a living document that needs to be updated as your project progresses. Track task completion, monitor timelines, and adjust as needed if deadlines shift or new tasks arise. With monday work management, updates are easy — you can make changes directly on your Gantt chart, keeping everyone on the same page.

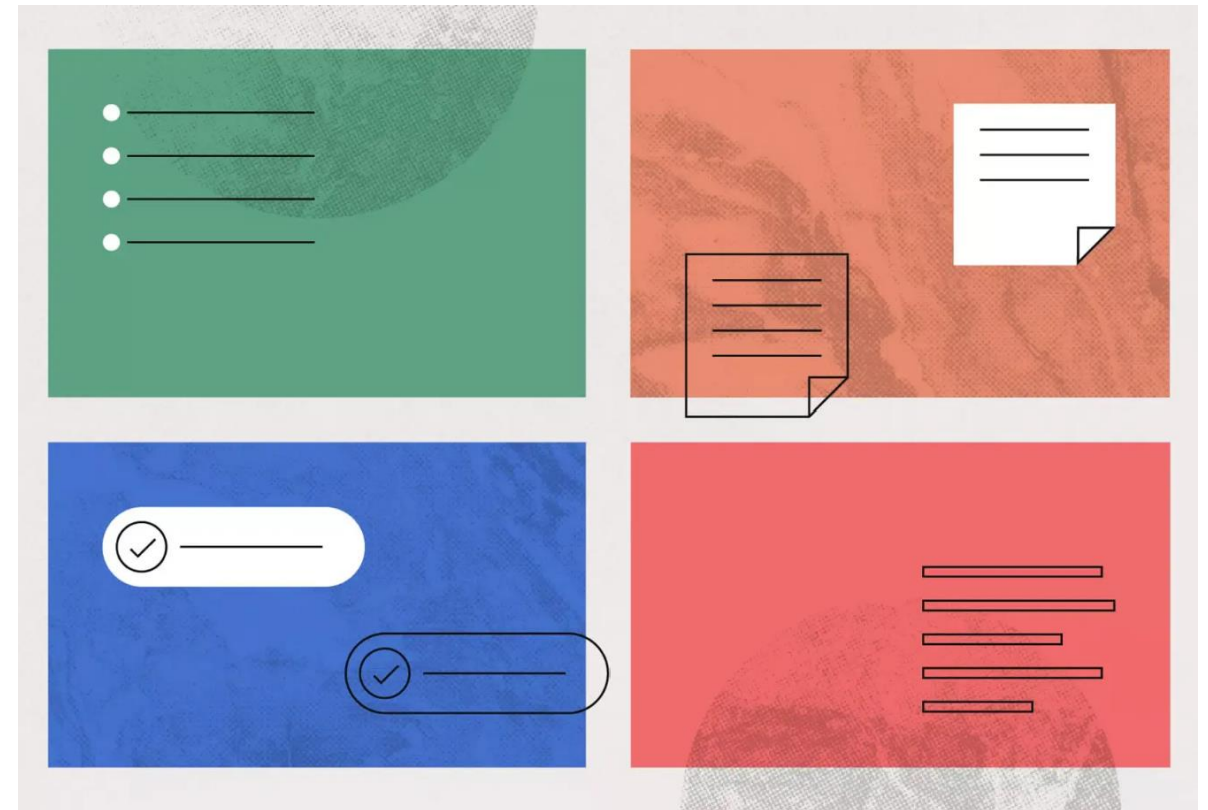
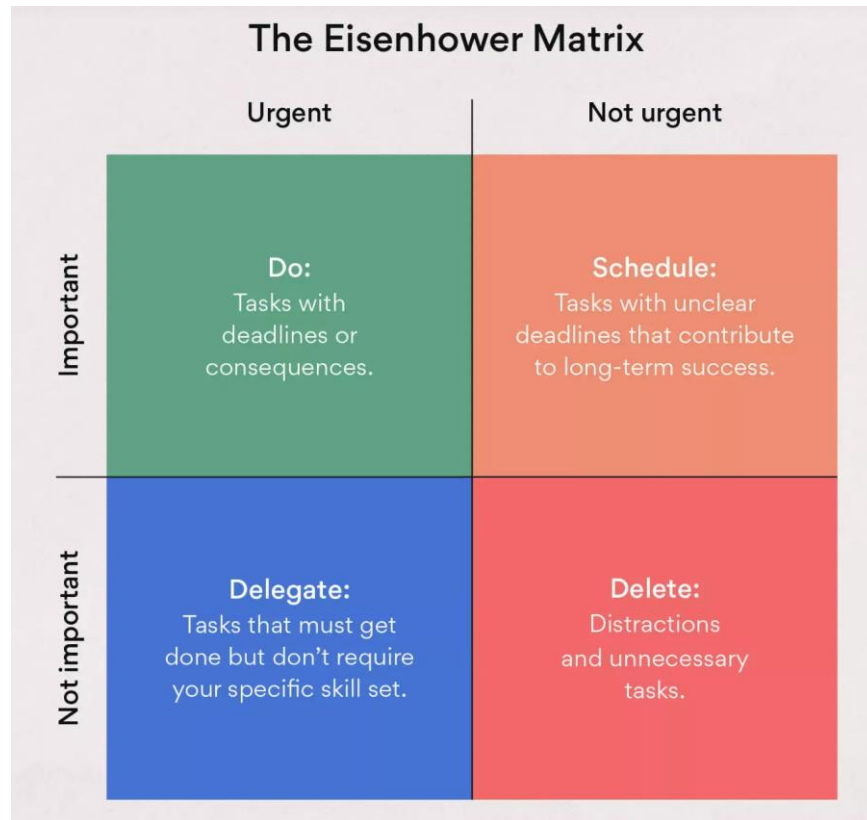


Techniques

SMART goals

Eisenhower matrix

Kaban boards



Eisenhower Matrix

SPECIFIC



Answer the 5W's:

- Who's involved?
- What do I want to accomplish?
- When do I want to achieve this?
- Where does my goal take place?
- Why is the goal important?

MEASURABLE



What metrics are you going to use to determine if you meet the goal?

If it's a project that's going to take a few months to complete, then plan and set some milestones by considering specific tasks to accomplish.

ACHIEVABLE



The goal is meant to inspire motivation. Think about how to accomplish the goal and if you have the tools/skills needed.

If you don't currently possess them consider what it would take to attain them.

RELEVANT



A goal needs to align with your company objective.

- Does this seem worthwhile?
- Is this the right time?
- Does this goal align with my other goals?
- Am I the right person to be working on this project/task?

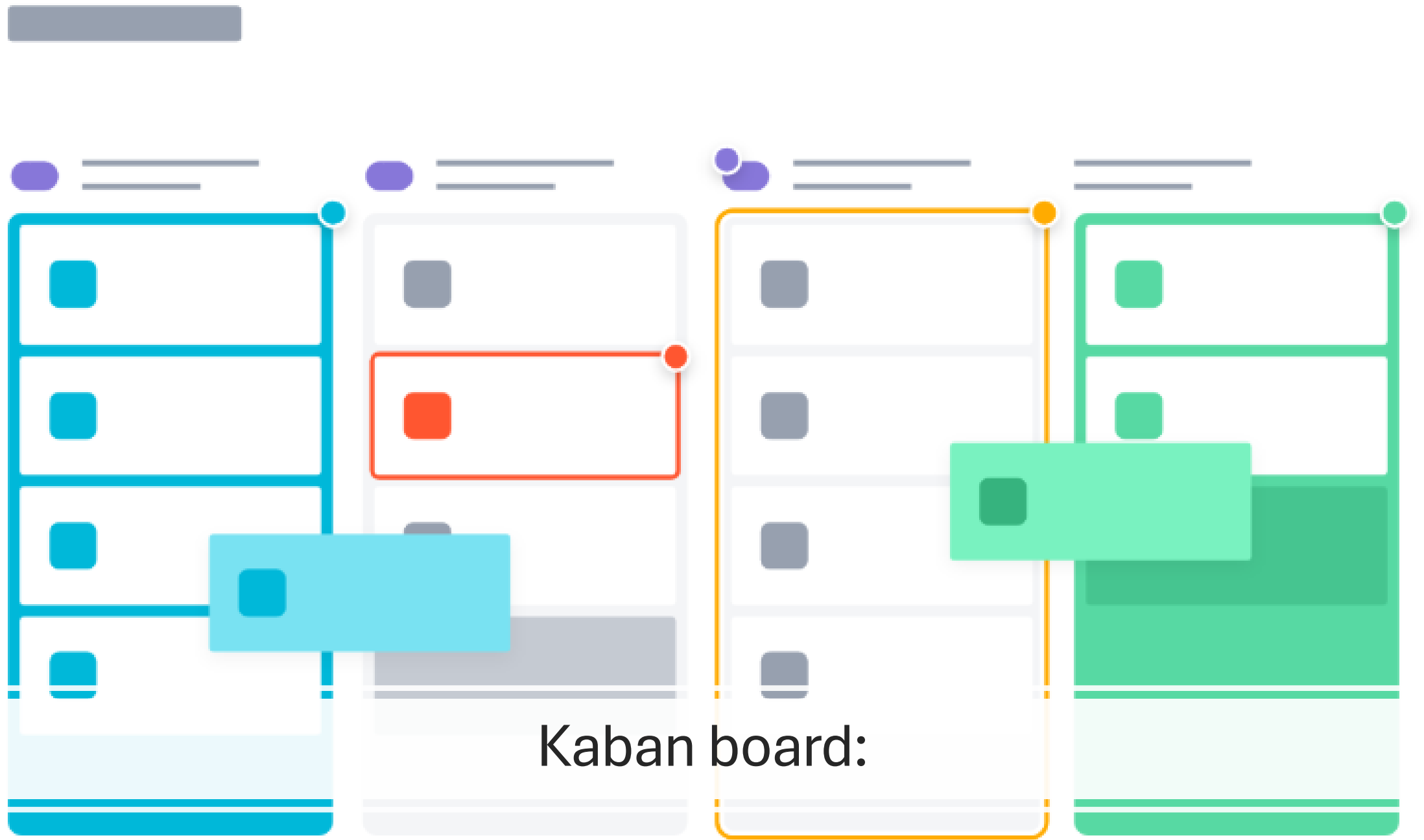
TIME-BASED



Anyone can set goals, but if it lacks realistic timing, chances are you're not going to succeed.

Ask specific questions about the goal deadline and what can be reached and accomplished within that time period.

SMART goals:



Time management strategies

- Pomodoro technique
- Block scheduling



Pomodoro Technique

THE POMODORO TECHNIQUE[®]

A SIMPLE METHOD TO BALANCE FOCUS WITH DELIBERATE BREAKS



- 1 PLAN YOUR TASKS
How many pomodoros might you need?

- 2 DO 1 POMODORO
Time for 25 mins then take a 5 min break

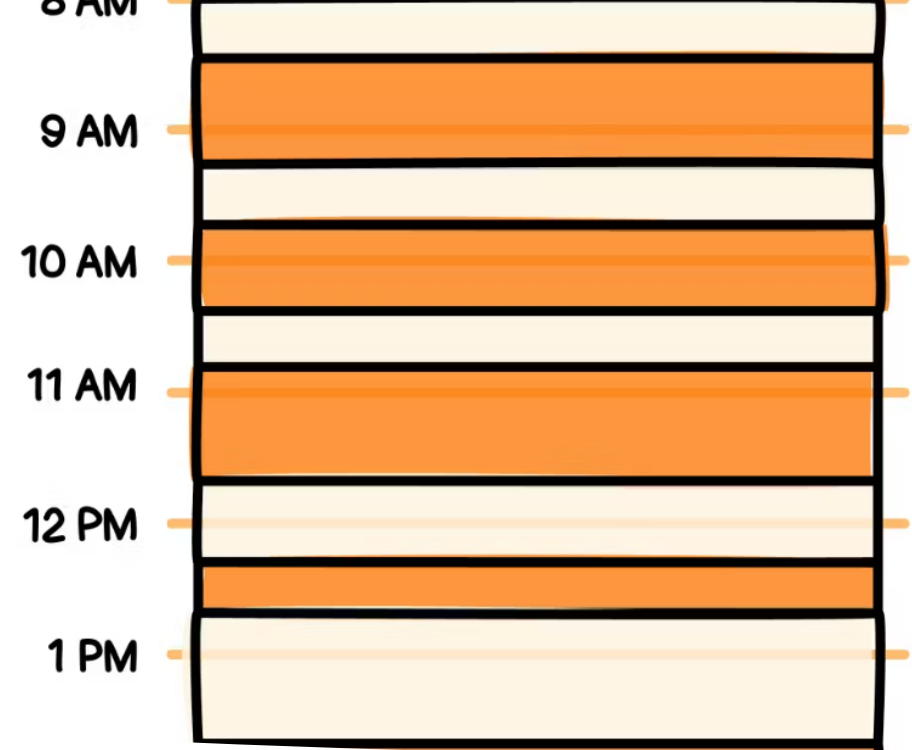
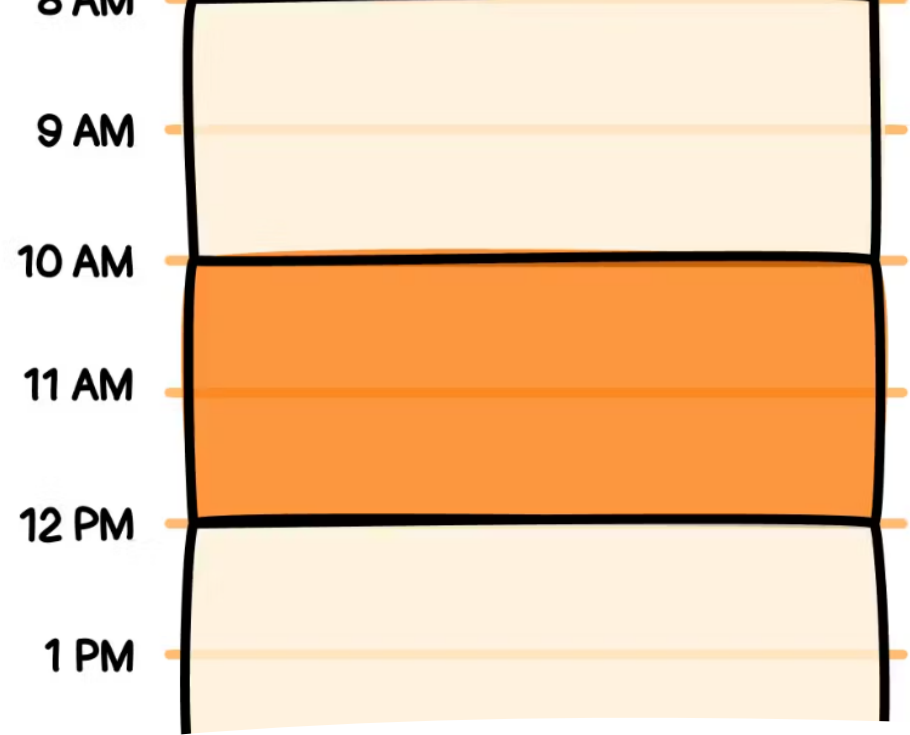
NO SNEAKY
WORKING!

PROTECT
YOUR POMODORO!

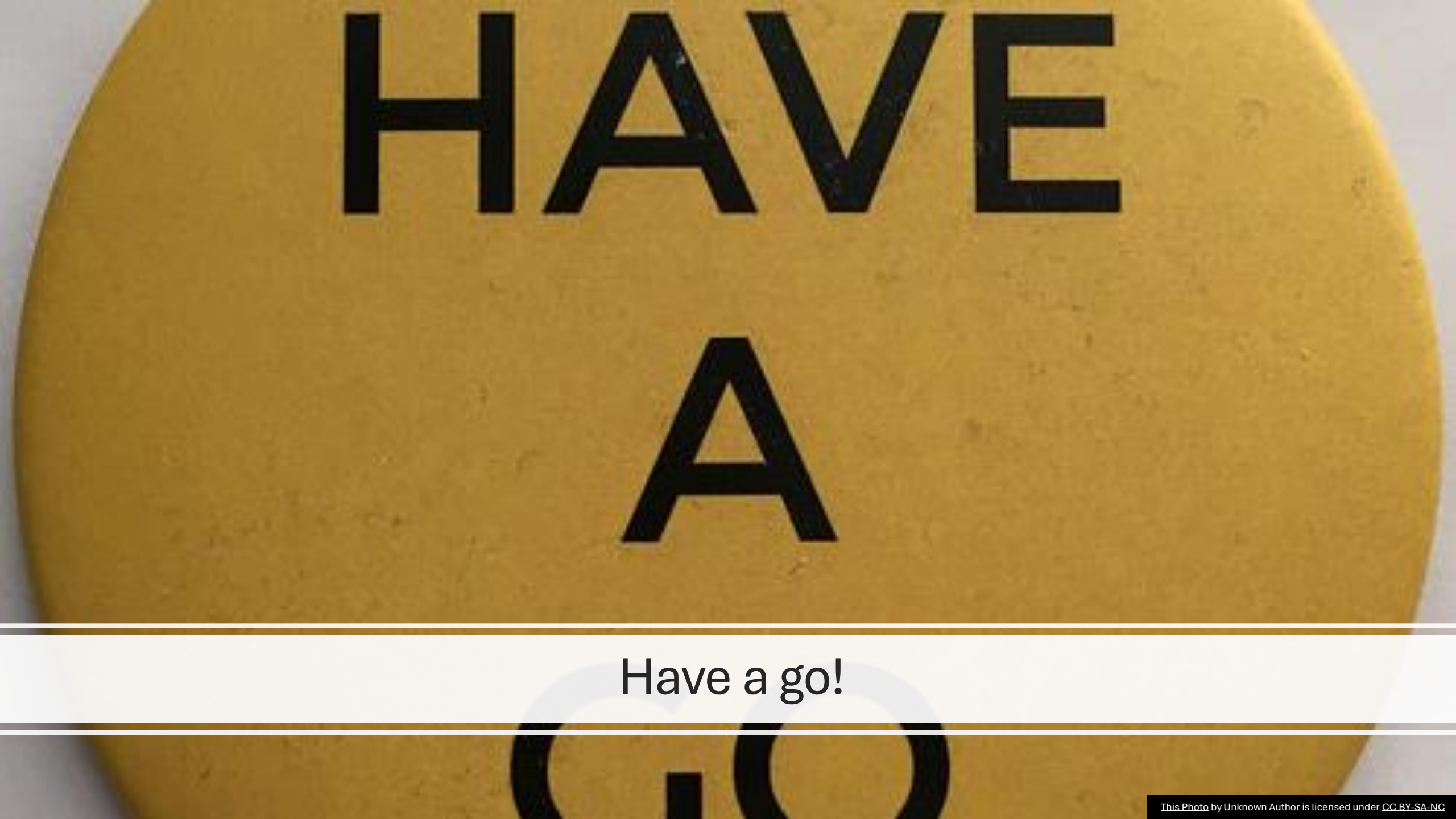


- 3 REPEAT x 4 POMODOROS
Then take a longer break





[Beginner's Guide to Time Blocking - YouTube](#)



HAVE

A

Have a go!

RESEARCH STUDY — FOLLOW UP TASK 1

Review the literature pertaining to your area of research

Scope out the shape of your literature review

This can be one side of A4, a PowerPoint slide, a poster

Ensure that you lead the reader to towards a clear identification of the gap(s) in knowledge or understanding that you seek to fill

Building your literature review will support you significantly in carrying out your research and reporting on it

You will present your ideas in small groups on 13th May.



A blurred background of a crowd of people, with a hand raised in the foreground, suggesting a public event or a Q&A session.

Any questions?