

“Fill in the Gap” - Project Description:

This project is to research the various fundraising, customer, and donor-based software programs that are in use by nonprofit organizations. By reviewing the major programs, which may be listed in posted job descriptions, I will be able to articulate an understanding of the programs as they relate to prior experience in the use of a medical customer relationship management (CRM) program.

Strategies/Tactics:

- Pull nonprofit job descriptions from Mac’s List
- Use bookmarked websites from Diigo list
- Review YouTube videos and any online tutorials
- Report on findings which will serve as a CRM “cheat sheet”

Project Goal:

- Develop a CRM “cheat sheet”
- Articulate experience onto a resume

Evaluation Standards:

- Am I able to answer questions about specific CRM programs?
- Can I explain a specific CRM program to another person? Possibly one who does not know what a CRM program is?
- Is the “cheat sheet” understandable for someone else to read? And can they use it for themselves?

Timeline:

Prior to Week 1: Printed off over 10 job descriptions and listed out the various CRM program names mentioned in them

Week 1: Shared with class my areas of interest/work; bookmarked CRM websites found by Eric

Week 2: Submit project proposal to Eric for feedback, review websites and tutorials/videos

Week 3: Draft “cheat sheet”, Refine “cheat sheet”

Week 4: Finalize “cheat sheet”, Draft a resume with articulated experience in CRMs

Week 5: Present “cheat sheet” at Midterm Presentation

Week 6: Move on to next project

Week 7: Work on other project

Week 8: Work on other project

Week 9: Work on other project

Week 10: Tuesday, May 31 OR Thursday, June 2, 2016, Final presentation

Strategic Plan for Professional Project – Project Description:

This project will be in collaboration with Cait Bothwell and Sarah Wyer as we will be developing the look of a strategic plan for our Professional Project partner, Oregon Supported Living Program: Arts & Culture. After pulling identified themes from OSLP: A&C, we will suggest goals and actions steps that will be articulated in a seven to twelve-page document which can be used within the program. Ideally, we will want to complete the strategic plan by May 13th, date of our Master Presentation, and to create the strategic plan in Adobe InDesign.

Strategies/Tactics:

- Each person in the group will take on a theme which can then inform the goal and actions steps
- Use class share outs as a time to check in with each other and to get feedback from others
- Communicate outside of class as well if we are hitting roadblocks or need to bounce ideas off of each other

Project Goals:

- Have an engaging and understandable strategic plan design.
- Completed strategic plan submitted no later than June 2, preferably by May 13 (or at least a draft for the Master Presentation)

Evaluation Standards:

- Do the themes, goals, and action steps make sense?
- Is the document easy to follow?
- Is it attractive enough to be picked up and read through?
- Will OSLP: A&C accept it?
- Will the recommendations be implemented?

Timeline:

Prior to Week 1: Interviews with key stakeholders, onsite observations of comparable organizations, literature review of strategic plans and relevant media

Week 1: Express interest in working collaborative in the creation of a strategic plan in Adobe InDesign

Week 2: Submit proposal for review and feedback, develop a wireframe or list of potential goals

Week 3: Flesh out goals (as based on themes uncovered during research), Structure layout in InDesign

Week 4: Finalize goals, start writing out action steps, update InDesign document (?)

Week 5: Present status of strategic plan, receive feedback at Midterm Presentation

Week 6: Have a draft completed with any incorporated images

Week 7: Refine draft for Masters Presentation on May 13

Week 8: Complete new draft based on feedback from Masters Presentation

Week 9: Refine next draft

Week 10: Have a new draft completed for Final Presentation in class, receive feedback

Branding Myself – Project Description:

In this project, I will move my blog site from being hosted through the University of Oregon and onto another site that supports Word Press formatting. Additionally, I will design an infographic resume and graduation announcements in InDesign to keep my Adobe product skills current.

Strategies/Tactics:

- Research inexpensive host sites and then select one, possibly looking to Google Domain
- Utilize online tutorials and experienced classmates for assistance in using features in Adobe InDesign and Photoshop
- Keep design elements realistic and simple as time is limited with two the projects
- Research examples of infographic resumes designed by other professionals

Project Goals:

- Move UO Blog to another host site
- Design and send out graduation invitations by May 13
- Design a Master Infographic resume that is ready to use for job applications

Timeline:

Week 1: Submit ideas in class for feedback and direction

Week 2: Submit proposal for more comprehensive feedback, begin research on infographic resumes

Week 3: Use found job descriptions from “Fill in the Gap” project to guide main ideas for infographic, decide on which hosting site to use

Week 4: Move blog to new host site, have a wireframe or rough sketch of infographic resume

Week 5: Present results in moving blog and sketch of infographic resume for feedback for the Midterm Presentation

Week 6: Move onto working on Strategic Plan

Week 7: Work on Strategic Plan, design graduation announcements

Week 8: Work on Strategic Plan

Week 9: Work on Strategic Plan

Week 10: Present any completed work during Final Presentations

Evaluation Standards:

- Are there code breaks in transferring data?
- Will these items be outside of my individual scope of time?
- Can I effectively communicate to another person my invaluable skills and knowledge in a one-page infographic?