

	November 2013	December 2013	January 2014	February 2014	March 2014	April 2014	May 2014
Kate	<p>Texts for 10 topics: initial focus Global citizen and African animals (also identifying images or drawings by DL to use).</p> <p>Complete report of prepilot for Megan and Martha to correct.</p>	<p>Create template design options for worksheets, by dec 16th?, liaise with Martha, meeting at DLC?</p> <p>Skype call with Megan and Martha if possible to review progress</p>	<p>Early January final cut for texts, images and objects.</p> <p>Finalize image-text-object choices via Skype or Google hangout meeting</p> <p>Report of prepilot to Adrian.</p> <p>Initiate contact with schools in Edinburgh and the Lothians.</p>	<p>Arrange any photography that needs taken</p> <p>Check usage rights for photographs (of children in classrooms, of objects from DLC, etc)</p>	<p>Final arranging of worksheets. Print example packs. Arrange introduction lecture for teachers in DLC and Napier?</p> <p>Contact National Museums Scotland, TradeAid and British Council to begin dissemination process.</p>	<p>Pilot with Calderside. Progress review</p> <p>Develop student Top 5 list</p> <p>Begin to plan phase 2 of pilot: other parts of Scotland and UK?</p>	<p>Breathe sign of relief, collapse quietly in a corner.</p>
Martha	<p>Identify objects and establish what needs photographed (possibly with assistance of Anne Martin?)</p>	<p>Review template design options for worksheets, liaise with Kate, meeting at DLC?</p> <p>Skype call with Kate and Megan if possible to review progress.</p> <p>Review Kate's initial report.</p>	<p>Early January final cut for texts, images and objects.</p> <p>Finalize image-text-object choices via Skype or Google hangout meeting</p>			<p>Pilot with Calderside. Progress review</p>	
Megan	<p>Texts for 10 topics: initial focus Slavery and Geography (also identifying images or drawings by DL to use)</p> <p>Discuss outreach section of website with web design team</p>	<p>Skype call with Kate and Martha if possible to review progress.</p> <p>Review Kate's initial report.</p>	<p>Early January final cut for texts, images and objects.</p> <p>Finalize image-text-object choices via Skype or Google hangout meeting</p> <p>Keep in touch with web design</p> <p>Update and review compliance matrix</p>			<p>Progress review. Check if themes will work outside UK.</p> <p>Begin to plan phase 2 of pilot: other parts of Scotland and UK?</p>	<p>Design US pilot</p> <p>Outreach / pen pal program to Zambia / Tanzania</p> <p>Deliver outreach packs (10 themes) for website</p>

