



? What is Project Management and its relevance to SIP?

According to PMI.org, project management, is the application of knowledge, skills, tools, and techniques to project activities to meet the project requirements. Project management brings a unique focus shaped by the goals, resources and schedule of each project.

From the SSE to the SIP action plan, a complete project management cycle can be followed by the school management team. These are data-rich tools that are used to effectively deliver projects/interventions on time, within scope and with the required resources.



1. Analyse

- Complete the SSE profiling tool
- Enter **data points** that can be used for measuring progress against



2. Problem solve

- Select the amber and red line items from the SSE
- Using the data points, conduct a **root cause analysis** to identify causes of the low scores



3. Plan

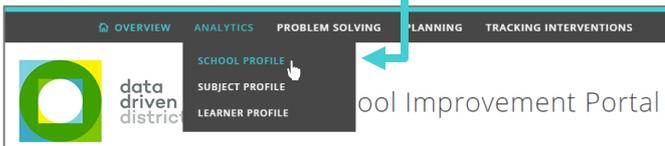
- **Plan interventions** to improve the line items' scores
- Include **deadlines** for each step of the plan
- Outline the expected **outcome** of the action plan and level of **quality** needed
- Determine the **scope** or objectives of the action plan
- Identify **costs** involved



4. Track

- Compare the SIP action plan with the actual progress of actions
- Complete the **measurement** (changes to data points over time) and **evaluation** (has the objective been achieved?)
- Repeat step 3 if no improvement is seen

Use the guidelines found on the School Improvement Portal to assist with completing each of these steps. [Click here](#) to go the Portal, then click **SCHOOL PROFILE** under the **ANALYTICS** tab in the black bar:



? Project Managers, data and accountability

- The SIP action plan allows principals to be Project Managers.
- Data is included so that principals or managers can measure progress of the programme and provide further guidance to the implementing team, if required.
- The SIP action plan is included in school meeting agendas, to allow for discussion about the progress against activities and feedback can be given. The principals hold their managers accountable using the available data.

By using SIP as a project management tool, we can make sure activity in the school holds learner achievement as the central focus. The assumption is that if a school is functioning through effective SIP implementation, a conducive environment for teaching and learning will be created.

