

TRANSIT Online Registration System (TORS)

Orienteering Victoria Board Meeting – July 2011

ACTIONS/DECISIONS/RECOMMENDATIONS

- No requirement for TORS committee – done informally
- Agree to revised timeline
- Acknowledgement of “other considerations” and strategy to resolve/implement before TORS release

OVERALL STATUS

Behind Schedule

1. BACKGROUND

Timeline as provided to SRV

Date	Task
Jan-Mar 2011	Set up TORS committee to research and recommend to OV Board the best system of Online Registration
Apr-Dec 2011	TORS committee to work with Individual/Company to build a customised system
Oct-Jun 2012	Trial system – sort out any problems

Requirements specification document provided to me 24 June 2011

Further documentation (grant application) provided by Peta 27 June 2011

2. ACTIVITIES AND PLANS

Familiarised myself with documents

Have developed a detailed Request for Proposal document

RFP provided to several parties

Revised timeline

Date	Task
22 July 2011	Responses from providers
29 July 2011	Decision on provider to engage
5 August 2011	Provider engaged – agreements signed (agreement will have high level milestones to keep project on track).
12 August 2011	Initial meeting with provider
Aug-Sep 2011	Development & test membership system
Oct-Nov 2011	Development & test registration system
Nov 2011	User testing with small group ie 10-20ppl
Dec 2011	System changes; bug squashing etc
Jan-Feb 2012	Deployment of membership system (refer to 4)
March 2012	Limited deployment of registration system (refer to 4)
May 2012	Full deployment of registration system
Jun 2012	Finalisation of SRV project (reporting)

3. ISSUES, CONCERNS & RISKS

Main concern is getting project back on track. Time is of the essence if the system is to be developed and tested by December 2011.

There has been no mention of any TORS committee members. Suggest separate committee is over-kill given the scale of the project. The OV Board will be involved to verify the selection process (by circularisation) and execution of agreement/contract to engage preferred supplier (president and secretary). In addition, a small group of enthusiastic members from a cross section of the orienteering community will be sought for testing the system functionality prior to sign-off. All of this will be managed by Craig Feuerherdt (Vice President).

Given the linkages between the various elements (events, membership, maps and results) it is difficult to define a boundary between TORS and the existing web site. Undertaking and implementing TORS will also be impacted by the (web site functionality review) consultancy currently being undertaken by OA. This presents a risk in terms of expectation (scope) creep amongst orienteers. It is pertinent that the OV Board clearly communicate the purpose and goals of TORS to the Victorian orienteering community.

4. OTHER CONSIDERATIONS

In reference to the proposed new timeline above it would be beneficial for the Board (and ultimately Council) to make decisions regarding;

- Proposed changes to existing membership structure as tabled at the June Council meeting. While TORS will accommodate changes to membership fees, it would be advantageous to implement any new membership changes in conjunction with the deployment of the new system.
- Implementation of event registration system. There has been some discussion over the last year or more about increasing utilisation of the event registration system. While the (perceived) failings of the current system provide some explanation, consideration needs to be given to strategies to make online registration the preferred method. Once again, implementing these strategies when commissioning TORS provides the best opportunity to engage with the orienteering community.