

TOR

Project overview:

The objective of this project is to create a knowledge and resources repository that can be used by different school administrations to manage their schools effectively. The repository will include best practices, policies, tools, standard operating procedures (SoPs), and resources related to school management, such as tests and their frequencies, extracurriculars, global citizenship, school hygiene, etc. Users will be able to access the repository on three levels: admin, technical, and management. No login is required to access the repository, as it will be a backend resource.

Key Features:

Content Types: The repository should accept various types of content, including text, PDF, embedded videos, and images. Content creators should be able to upload their content effortlessly.

Categories: The content should be categorizable (up to three levels of sub-category) based on the user's selection while uploading the content.

Search: Users should be able to search for content using specific keywords, categories, or tags.

Filters: The repository should have filters that allow users to refine their search results. These filters can be based on different parameters like date, content language, content subject or other custom fields.

Content Management: The repository should be designed with WordPress, allowing the admin to manage the content and categories with ease while maintaining high levels of security and performance.

Downloadable Content: Some content should be downloadable for the users, such as PDFs or other documents.

Progress and Activity Logging: The repository should be able to track and log user progress and activities.

Content Reporting: The repository should be able to generate reports on the content, such as the number of downloads and views, geolocation, number of visitors, and time spent.

Responsive Design: The repository should be responsive and mobile-friendly, ensuring that users can access the content on any device.

Technical Specifications:

WordPress: WordPress is essential to simplify content management and ensure easy updates and maintenance. It provides extensive documentation and is highly customizable. It will allow the admin to manage content and categories with ease while maintaining high levels of security and performance.

Version Control: The code should be well-documented and stored on a version control system like GitHub for easy updates, upgrades, and maintenance.

Security: The repository should be secure, with user authentication and authorization to prevent unauthorized access to content.

Documentation: The deliverable code should be well-documented, with comments and instructions for easy updates, upgrade and maintenance.

Reporting: For the progress and activity logging and content reporting, the repository can use third-party analytics tools like Google Analytics or custom-built reporting tools.

Timeline:

The estimated timeline for this project is approximately 6-8 weeks.

Conclusion:

In summary, the proposed TOR outlines the development of a knowledge and resources repository that can be used by different school administrations to manage their schools effectively. The repository will be designed with WordPress, version control, security features, and reporting capabilities. It will be responsive and mobile-friendly, and the code will be well-documented for easy updates, upgrades, and maintenance. If you have any questions or require further clarification, please email tech@lal.ngo.