

: Project Plan Essay – Civic Engagement Research Project

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As in my previous report on finding a local non-profit organization to work with, I found one called "Furever Yours Pet Rescue and Placement Services". I figured they would need help in the IT department in areas that would include in keeping data that they have secured, or having a proper database where to store their animal's information to help the place run smoother. I would now have to find a way how to implement the project within the organization, to make them aware of how taking steps to secure their information is very important for them and how it can be beneficial.

To make my project visually appealing and to get my point across better to the company I will be creating a video on the matter. So timeline wise gathering everything up leading to the presentation should be about two weeks or so. At first I would have to let the patrons know what I am planning to do and what I'm going to be informing them of and set a date and a time and location of where I will be doing the presentation. I should also let them know how important it is for me to do this presentation as it is so the organization can be more prepared, secured, and run more effectively. Once I get the green light on the project then I should organize what information should be going into the video. I believe I should organize the topics by importance and firstly stating what possible issues could arise if certain things are not done or prevented, for example, such as letting the volunteers that are in charge of putting information into their databases to not open suspicious spam emails or open unsecured websites because that could lead into unwanted hackers into the system and gather

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information that they should not have of the people trying to adopt their pets. That could lead to the organization having a lot of legal problems. In the instance of having another person helping me out with this project would be ideal because we could share different ideas of how to get this information across and would help with finishing up the project faster. A con would be maybe we would have differences in ideas and that could slow down our progress.

Furthermore, then would go into filming the video with the information and make sure it can be engaging to the viewer as most people tend to not pay attention to these types of presentations. That's where the editing of the video will take over to make sure there are smooth transitions and the information flows and stays with the viewer as it is to help the organization thrive. All this in my timeline would take up a week and a half and leave the first three days to rehearsing what will be said during the presentation and to be prepared for what questions the viewers may have afterwards. The day of the presentation me and my team should make sure all equipment is functioning properly before the presentation and that we are overall prepared to give out this information.

All in all, this project for the organization will hopefully assist it for the better as after hearing about the project and watching the video they will become more aware of the do's and don'ts of using their computer systems so they can better prevent any digital issues in the future. With the timeline I presented I believe in those two weeks I will be able to complete the project to where it can be most informative and memorable to the viewer.

