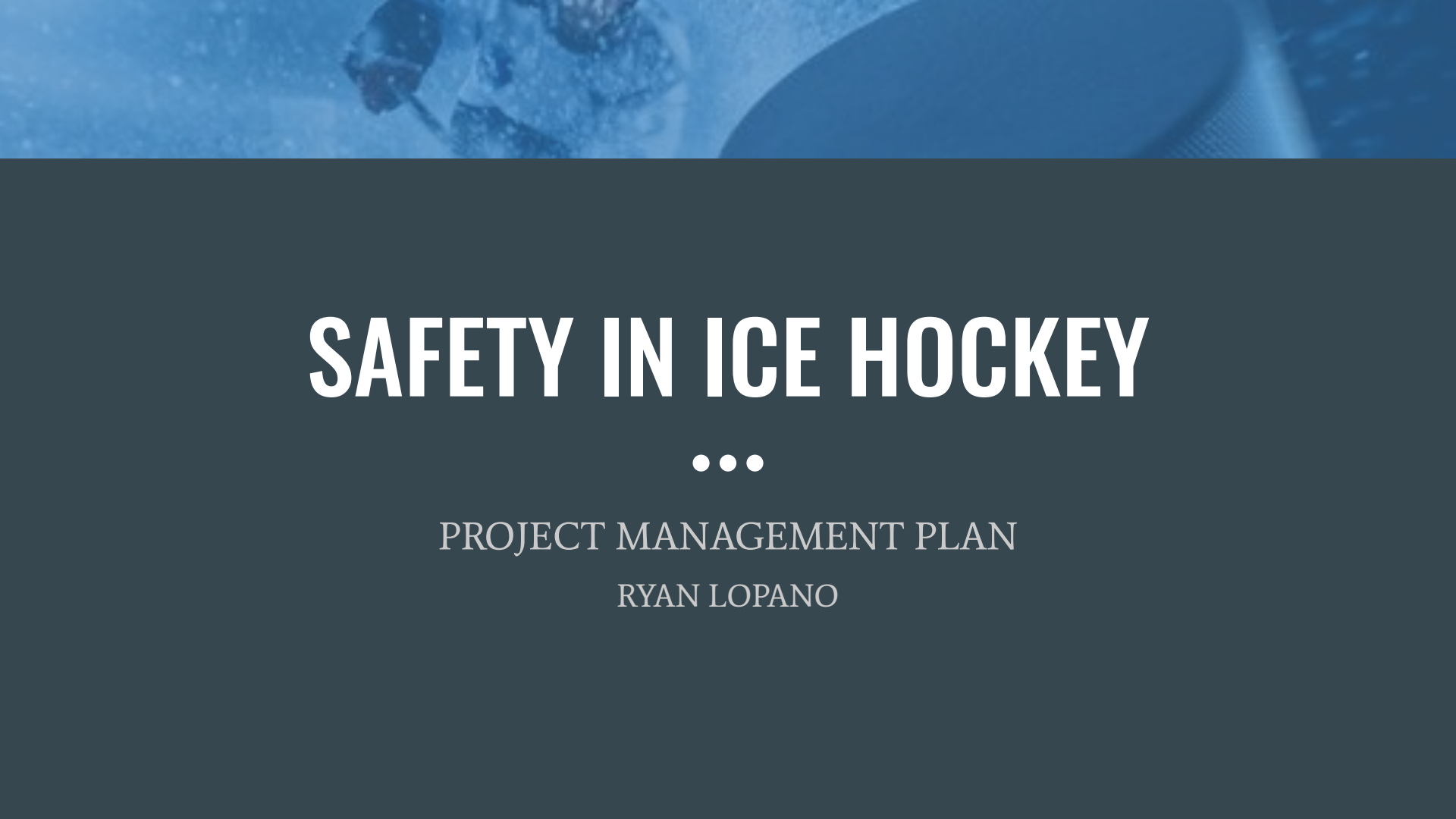




SAFETY IN ICE HOCKEY

...

PROJECT MANAGEMENT PLAN

RYAN LOPANO



PROJECT OVERVIEW

Unlike basically every other sport, hockey is the only team activity played on ice. Ice is obviously much harder than grass and makes it more dangerous. On top of this, the players are skating around, which makes it even more dangerous when you consider the fact that they have sharp blades on their feet. Those two mixed in with the fact that hockey is a very physical sport, it shows why the safety should be a massive concern. Because of this, hockey gear brands have done so much to innovate and create the safest gear they could. Compare this to the past and players, and even goalies, weren't wearing helmets. Using social media would be beneficial for seeing the progression of this gear and could be quite interesting for showing off the safety facts. This could overall aid hockey players and fans alike by teaching them this information.



PROJECT MANAGEMENT APPROACH

The project management site I intend on using is Trello. This is a system I have use very minimally but it seems to work with this project and my organization system alike. Trello uses a “Kanban-board system” to sort through their information, which helps it stay organized. In addition, it is high customizability and very collaborative making it perfect for working in groups. I intend on using Trello for planning and tracking what needs to be done when it comes to the Safety in Ice Hockey project.

To Do

4 ...

Writing Script

☑ 0/2

Recording Videos

☑ 0/1

Editing

☑ 0/3

Posting

+ Add a card



Doing

2 ...

Week Two Blog

☑ 4/9

Research Phase Two

+ Add a card



Done

3 ...

✓ Initial Research

☑ 3/3

✓ Preparation

☑ 3/3

Week One Blog

☑ 9/9

+ Add a card



+ Add another list



ACTION PLAN

The plan I intend on following is:

- **Week One: Initial Research**
 - Research the topic and finding related articles and resources
- **Week Two: Preparation**
 - Finding good topics to talk about and seeing if they can be related back to things going on
- **Weeks Three to Five: Writing and Recording**
 - Taking the ideas and research from weeks one and two and creating a well crafted script. After that editing together the audio clips of me with graphics/footage
- **Weeks Six and Seven: Editing and Posting**
 - Taking the group of videos and posting them throughout the two week on TikTok



WEEK-BY-WEEK TASKS

Week One: Initial Research

- Search for related sources talking about hockey and the safety within the sport
- Figure out the target audience for creating educational hockey content
- Developing a plan of action moving forward

Week Two: Preparation

- Expanding on the plan of action and making it more specific
- Developing an organization system through Trello
- Increase efficiency through project management system

✓ Initial Research

+ Add

🏷 Labels

🕒 Dates

☑ Checklist

👤+ Members

> Description

☑ Checklist

Hide checked items

Delete

100%

- ☑ ~~Search for related sources talking about hockey and the safety within the sport~~
- ☑ ~~Figure out the target audience for creating educational hockey content~~
- ☑ ~~Developing a plan of action moving forward~~

Add an item

✓ Preparation

+ Add

🏷 Labels

🕒 Dates

☑ Checklist

👤+ Members

> Description

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Hide checked items

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- ☑ ~~Expanding on the plan of action and making it more specific~~
- ☑ ~~Developing an organization system through Trello~~
- ☑ ~~Increase efficiency through project management system~~

Add an item



WEEK-BY-WEEK TASKS

Weeks Three to Five: Writing and Recording

- Take the information from the research and craft short digestible content out of it
- Turn the “boring” safety content into something that all ages could be interested in

Weeks Six and Seven: Editing and Posting

- Take the content recorded and edit it together with graphics and videos, using CapCut
- Release the videos on TikTok using appropriate titles and hashtags

○ Writing Script

+ Add

🔗 Labels

🕒 Dates

☑ Checklist

👤 Members

> Description

☑ Checklist

Delete

0%

- ☐ Take the ideas and research from weeks one and two and create a well crafted script
- ☐ Add human elements to make the video entertaining as well as educational

Add an item

○ Recording Videos

+ Add

🔗 Labels

🕒 Dates

☑ Checklist

👤 Members

> Description

☑ Checklist

Delete

0%

- ☐ Take the written script and execute

○ Editing

+ Add

🔗 Labels

🕒 Dates

☑ Checklist

👤 Members

> Description

☑ Checklist

Delete

0%

- ☐ Find B-role/Create graphics
- ☐ Take assets and combine it with voice over
- ☐ Polish rough draft

BLOG DOCUMENTATION PLAN

The following checklist demonstrated the process being taken to write the weekly blogs:

☒ **Checklist** Delete

0%

- ☐ Research Blog Topic
- ☐ Search for Sources
- ☐ Draft One
- ☐ Read and Review
- ☐ Create Title
- ☐ Design Header Image
- ☐ Double Check Article
- ☐ SEO and Tags
- ☐ Publish