

FY11 Q2 Project Reviews
October 26, 2010
W92-106 Back Bay A&B

Project Review Goals

- To provide senior leadership an overview of IS&T's portfolio of work
- To get a sense of where projects are within the project life cycle
- To discuss issues and risks and how they are being viewed and mitigated
- To promote an environment of collaboration and transparency within IS&T
- To share lessons learned more broadly and apply them to other projects

The Project Review Schedule

Tuesday October 26, 2010			
W92-106 Back Bay A&B			
Lunch	All	12:30	20 minutes
Welcome	Marilyn Smith and Pat Sheppard	12:50	10 minutes
OI: Exchange 2010 Upgrade with SharePoint	Deb Bowser/Richard Edelson	1:00	15 minutes
OI: PGP Desktop Software Rollout	Michael Halsall	1:15	15 minutes
OI: Identity Finder Service Rollout	Michael Halsall	1:30	15 minutes
Break	All	1:45	15 minutes
OI: MITnet Upgrades	Andrew Bonvie	2:00	15 minutes
DM: Reporting & Forecasting Tool (Raft) Phase II	Amon Horn	2:15	15 minutes
ES: Stellar NG Setup	Derek Jaeger	2:30	15 minutes
Break	All	2:45	15 minutes
ES: Online Grading Implementation	Zahida Taher	3:00	15 minutes
ES: Scheduling Analysis	Lori Singer	3:15	15 minutes
ES: Online Registration Phase I	Lakshmi Thanga-Raja	3:30	15 minutes
Wrap Up	Marilyn Smith and Pat Sheppard	3:45	10 minutes

465 OI: Exchange 2010 Upgrade with SharePoint

Last Update
Prepare **9/29/10**
4:57:19 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
Upgrade of Exchange 2007 to 2010 including installation of SharePoint		
Core Team		
Project Manager Richard Edelson X	Project Sponsor EVP	
IS&T Organizational Dependencies		
Dependencies CS	Handoffs CS	
Key Dates		
	Original	Revised
Start Date	6/1/10	6/1/10
End Date	3/31/11	3/31/11

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks Impact Probability					
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total	Actual Labor Cost	
0	0	0	0	0	
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Testing Implementation	6/1/10	11/15/10		In Progress
2	Plan Community	10/1/10	11/15/10	11/15/10	Completed
3	Migration	1/10/11	3/15/11		Not Started
4	Support Model	2/1/11	3/31/11		In Progress

Scope Status
Initial deployment phase defined but looking for additional input from stakeholders.
Budget/Resources Status
Project is on budget.
Sponsor Relationship Status
Project Timeline Status
Exchange 2010 Server upgrade/migration = Q3 Sharepoint 2010 = Q3 following the exchange upgrade.
The current Exchange server 2007 environment was upgraded to SP2 which was a requirement to upgrade to Exchange server 2010. This work was completed at the end of July.

426 PGP Desktop Software Rollout

Execute & Control

Last Update
4/13/10
5:39:58 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information

This project's goal is two-fold: to comply with Massachusetts Regulations and to reduce unauthorized access to sensitive data by known or unknown parties. This will be accomplished by the installation of PGP Desktop software on laptops and other portable devices of MIT knowledge workers.

Core Team

Project Manager	Project Sponsor
	Deb Fisher & Marilyn Smith

IS&T Organizational Dependencies

Dependencies	Handoffs
ES, Admin	OI

Key Dates

	Original	Revised
Start Date	2/1/09	2/10/09
End Date	12/31/10	9/30/10

Top Issues and Risks for the Project

Issues Owner Current Status

Risks Impact Probability

Project Budget and Forecasts

Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
0	0	0	0

Key Milestones and Deliverables

#	Name	Begin	Original End	Rev. End	Task Status
1	Install PGP Universal Server	2/10/09	2/10/09	2/10/09	Completed
2	Test PGP Desktop Client	2/20/09	4/2/09	4/2/09	Completed
3	Demo for Desktop Support (DITR) on PGP	11/2/09	11/2/09	11/2/09	Completed
4	Brief Service Desk on PGP	1/25/10	1/25/10	1/25/10	Completed
5	Create PGP Desktop Client Support Documentation	2/2/10	2/19/10	2/19/10	Completed
6	Create PGP Desktop Client Download Site	2/19/10	2/19/10	2/19/10	Completed
7	Grant Accounts Team WDRT Access	3/1/10	3/1/10	3/1/10	Completed
8	Determine Service Desk Point Person for PGP	4/2/10	4/6/10	4/6/10	Completed
9	Coordinate DS/DS+ Installation Support Resources Within CSS	4/5/10	4/9/10	4/9/10	Completed
10	Add Service Desk Point Person to PGP Customer Support	4/7/10	4/7/10	4/7/10	Completed
11	Access Jeff and Mike Upgrade PGP Universal to 3.0	4/6/10	4/6/10	4/6/10	Completed
12	Draft Announcement of Installation Intention for CSS	4/2/10	4/5/10	4/5/10	Completed
13	Green Light: Installation Announcement	4/13/10	4/13/10	4/13/10	Completed

Scope Status

The current scope for PGP Desktop software deployment/installation includes knowledge workers who work with, or are likely to receive, PIRN - Personal Information Requiring Notification, as defined by Massachusetts Law.

Budget/Resources Status

1001 licenses were granted by PGP Corporation to MIT for the cost of yearly support and maintenance, as they waived the license fee. Additional licenses may also be made available at minimal cost in the future, as PGP Corporation is currently offering a similar offer.

Resources will be needed within IS&T to help install and support PGP software.

Sponsor Relationship Status

Project Timeline Status

#	Name	Begin	Original End	Rev. End	Task Status
	to CSS				
	Active: CSS				
14	Installations	4/14/10	5/11/10	5/11/10	Completed
	Green Light: Installation Announcement				
15	to All IS&T	4/19/10	4/19/10	4/19/10	Completed
	Active: All IS&T				
16	Installations	4/20/10	9/1/10	5/20/10	Completed
	Draft PGP Communication to MIT				
17	Community	5/10/10	5/10/10		Overdue
	Green Light: Installation Announcement				
18	to MIT	5/11/10	5/11/10		Overdue
	Active: All MIT				
19	Installations	5/12/10	9/30/10		Overdue

463 Identity Finder Service Rollout

Prepare **Last Update**
9/24/10
12:27:48 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Identity Finder is a proven multi-platform sensitive data discovery tool. It runs on Windows and Macintosh computers today.		
Building on successful experience of the client-side-only version of Identity Finder in DUE, HR, and IS&T offices, IS&T licensed additional client software licenses, and the Identity Finder enterprise server technology.		
This project encompasses the entire lifecycle of software acquisition, packaging, QA, server installation, customer installation, documentation and support.		
Core Team		
Project Manager	Project Sponsor	
Michael Halsall	Fisher, Ruiz, Smith	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
SE	OI	
Key Dates		
	Original	Revised
Start Date	8/2/10	7/1/10
End Date	6/30/11	4/8/11

Top Issues and Risks for the Project						
Issues Owner Current Status						
Risks Impact Probability						
Project Budget and Forecasts						
Budget	Estimated Expenses	Estimated Labor Cost	Total Labor Cost	Actual Labor Cost		
0	0	0	0	0		
Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	License acquisition	7/1/10	7/1/10	7/1/10	Completed	
2	Server configuration	7/12/10	8/3/10	8/3/10	Completed	
3	Client configuration	8/5/10	9/15/10		Overdue	
4	Server-client testing	9/8/10	10/22/10		In Progress	
5	Communication plan	9/1/10	11/17/10		In Progress	
6	Rollout	10/25/10	4/8/11		Not Started	

Scope Status
We are currently wrapping up client-server interaction, client profile behavior settings and client packaging for deployment to workstations.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
We are targeting 4 months out to have our base rollout complete - base rollout encompasses areas like: VPF, SAIS, HR, Medical, MIT Press, OGC, MITEI (totaling ~500 users).

204 OIS: MITnet upgrades

Execute & Control

Last Update
3/29/10
6:42:49 PM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>The MIT network is comprised of thousands of devices located throughout the MIT campus, including both wired and wireless devices. As part of the continual renewal of the network we strive to upgrade 25% of the installed wired network infrastructure (Switches) each fiscal year and 33% of the installed wireless network infrastructure (access points) each fiscal year.</p> <p>FY11 Buildings: 2, 4, 17, 44, E15, E34, E38, Endicott, & Bates.</p>		
Core Team		
Project Manager	Project Sponsor	
Andrew Bonvie	Theresa M Regan	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM	ES	
Key Dates		
	Original	Revised
Start Date	1/1/04	7/1/08
End Date	6/30/10	6/30/11

Top Issues and Risks for the Project						
Issues Owner Current Status						
Risks Impact Probability						
Project Budget and Forecasts						
	Budget	Estimated Expenses	Estimated Labor	Total Cost	Actual Labor	Actual Cost
	\$4,713,900.00	0	0	0	0	0
Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	E15 Upgrade	7/1/08	6/23/10	6/23/10	Completed	
2	2 Upgrade	6/1/09	12/31/10		In Progress	
3	4 Upgrade	10/7/08	10/22/10		In Progress	
4	E38 Upgrade	7/1/08	1/10/11		In Progress	
5	17 Upgrade	2/1/10	6/30/11		Not Started	
6	44 Upgrade	3/1/10	6/30/11		Not Started	
7	E34 Upgrade	9/1/10	6/30/11		Not Started	
8	Endicott Upgrade	7/1/10	1/31/11		Not Started	
9	Bates Upgrade	7/1/10	6/30/11		Not Started	

Scope Status
<p>Fiscal challenges affect our ability to move forward with some of these projects due to the level of investment and activity required during a building-wide network upgrade. The networks in these buildings are very delicate and any type of partial activity would jeopardize the existing network services to the clients in these buildings</p>
Budget/Resources Status
<p>Budget Range from 2 Million to 6 Million.</p>
Sponsor Relationship Status
Project Timeline Status

422 Reporting & Forecasting Tool (Raft) - Phase II

Execute & Control

Last Update
10/18/10
4:06:11 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information
<p>The RAFT (Reporting and Forecasting Tool) project provides a targeted tool for departments', labs and centers to view the financial health of particular cost objects at a particular point in time according to a user-defined collection of GL categories. Features include:</p> <ul style="list-style-type: none"> • Development of user-friendly scenario and forecasting system that address PI resources, group resources and overall DLC resources. • Provide a comprehensive view of DLC resources that takes into account financial commitments, existing resources, staff, faculty and student appointments and support requirements. • Development of a forecasting and reporting that can be adapted for Institution-wide roll out • Develop basic modeling and forecasting using "what if" scenarios, hypothetical appointments and funding. • Download and/or create pre-defined reports • Demonstrate the integration of data from multiple sources. (including SAP, COEUS, and ESDS) <p>This tool will help users to track the causes of variance against expectations. It is also useful for reporting the current financial status to primary investigators.</p> <p>Phase II includes: Extension and development of additional functionality to support departmental needs. This includes:</p> <ul style="list-style-type: none"> • COEUS Proposal and Award Budgets • Ability to enter expense and person forecasts • Multiple what-if scenarios encompassing multiple projects/people per user • Ability to store and label search criteria for later reuse • Ability to define project years/periods • Additional collection of standard reports

Core Team				
<table border="0"> <tr> <td>Project Manager</td> <td>Project Sponsor</td> </tr> <tr> <td>Amon Horne</td> <td>Claude Canizares</td> </tr> </table>	Project Manager	Project Sponsor	Amon Horne	Claude Canizares
Project Manager	Project Sponsor			
Amon Horne	Claude Canizares			

IS&T Organizational Dependencies				
<table border="0"> <tr> <td>Dependencies</td> <td>Handoffs</td> </tr> <tr> <td>OI</td> <td>CS</td> </tr> </table>	Dependencies	Handoffs	OI	CS
Dependencies	Handoffs			
OI	CS			

Key Dates		
	Original	Revised
Start Date	2/22/10	3/1/10
End Date	1/31/11	2/1/11

Top Issues and Risks for the Project	
Issues	Current Owner Status
Resource constraints	
The following resources are still open for the project: * Javascript/Jquery programmer (required) * PHP Programmer (preferred)	
Front-end development is being held until a resource for the first item is identified.	
Consultant candidates are in review	
Impact: Project Timeline	Overdue
Testing Group concerns	
Members of the testing team have expressed concerns in that we are addressing Financial Analyst/Financial Officer needs before we address Primary Investigator(PI) concerns. This is due to the fact that we do not expect direct usage of the system by PIs until baseline forecast information (currently entered in Excel) is available in the product	
Impact: Expectations	
Remediation: Secondary review of scope and initial module deployments with steering committee (completed) and project sponsors.	Overdue

Project Budget and Forecasts			
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
\$429,780.00	0	0	0

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Requirements Gathering	3/1/10	3/22/10	3/22/10	Completed
2	Focus Groups	3/1/10	3/5/10	3/5/10	Completed
3	Documentation	3/8/10	3/12/10	3/12/10	Completed
4	Steering Committee Review & Prioritization	3/15/10	3/22/10	3/22/10	Completed
5	Design	3/16/10	5/19/10	5/19/10	Completed
6	Requirements Review	3/16/10	3/18/10	3/18/10	Completed
7	Initial Design	3/19/10	4/1/10	4/1/10	Completed
8	Design Review 1	4/2/10	4/2/10	4/2/10	Completed
9	Design Updates	4/5/10	4/9/10	4/9/10	Completed
10	Design Review	4/12/10	4/12/10	4/12/10	Completed

Scope Status
In review with sponsor/key stakeholders: * Initial scope sign off completed with Steering Committee and sponsors * Design sign off with Steering Committee completed * Review of testing group member concerns complete * Review of testing group concerns with steering committee * Final review of testing group concerns with stakeholders complete
This item will get reviewed in release 3

Budget/Resources Status
Budget utilization is increased due to use of consultants.

Sponsor Relationship Status

Project Timeline Status
Timeline pushed out due to: Resource constraints: * Currently only one developer * Interviewed candidates for Javascript/PHP Consulting position - 3 have taken other opportunities - Currently interviewing 2 additional consulting candidates
New timeline reflects worst-case scenario if resource issues cannot be resolved.

#	Name	Begin	Original End	Rev. End	Task Status
2	Design				
11	Updates	4/13/10	4/19/10	4/19/10	Completed
	Design Review				
12	3	4/20/10	4/20/10	4/20/10	Completed
	Design				
13	Updates	4/21/10	4/27/10	4/27/10	Completed
	Design Review				
14	4	4/28/10	4/28/10	4/28/10	Completed
	Design				
15	Updates	4/29/10	5/5/10	5/5/10	Completed
	Design				
16	Approval	5/6/10	5/6/10	5/6/10	Completed
17	Design Review	5/12/10	5/19/10	5/19/10	Completed
18	Development	3/1/10	2/1/11		In Progress
19	Release 1.1	3/1/10	4/15/10	4/15/10	Completed
	Release 1.1				
20	Development	3/1/10	4/7/10	4/7/10	Completed
	Release 1.1				
21	Final Commit	4/8/10	4/8/10	4/8/10	Completed
	Release 1.1				
22	Deployment	4/9/10	4/15/10	4/15/10	Completed
	Phase II:				
23	Sprint 0	6/21/10	7/13/10	7/13/10	Completed
	HTML				
24	Mockups	6/25/10	7/13/10	7/13/10	Completed
	Phase				
25	Development	6/21/10	7/13/10	7/13/10	Completed
	Release 2 (PII:				
26	Sprint 1)	7/14/10	10/26/10		In Progress
	Backlog				
27	Review	7/14/10	7/14/10	7/14/10	Completed
	Release 2				
28	Development	8/16/10	10/11/10	10/11/10	Completed
	Usability				
29	Testing	10/12/10	10/18/10		Overdue
	Acceptance				
30	Testing	10/19/10	10/21/10		Not Started
	Steering				
	Committee				
31	Approval	10/22/10	10/22/10		Not Started
	Release 2 -				
32	Final Commit	10/19/10	10/19/10		Overdue
	Release 2				
33	Deployment	10/20/10	10/26/10		Not Started
	Release 3 (PII:				
34	Sprint 2)	10/27/10	12/14/10		Not Started
	Backlog				
35	Review	10/27/10	10/27/10		Not Started
	Release 3				
36	Development	10/28/10	12/6/10		Not Started
	Usability				
37	Testing	12/7/10	12/7/10		Not Started
	Acceptance				
38	Testing	12/8/10	12/10/10		Not Started
	Steering				
	Committee				
39	Approval	12/13/10	12/13/10		Not Started
	Release 3				
40	Final Commit	12/7/10	12/7/10		Not Started
	Release 3				
41	Deployment	12/8/10	12/14/10		Not Started

#	Name	Begin	Original End	Rev. End	Task Status
42	Release 4 (PII: Sprint 3)	12/15/10	2/1/11		Not Started
43	Backlog Review	12/15/10	12/15/10		Not Started
44	Release 4 Development	12/16/10	1/24/11		Not Started
45	Usability Testing	1/25/11	1/25/11		Not Started
46	Acceptance Testing	1/26/11	1/28/11		Not Started
47	Steering Committee Approval	1/31/11	1/31/11		Not Started
48	Release 4 Final Commit	1/25/11	1/25/11		Not Started
49	Release 4 Deployment	1/26/11	2/1/11		Not Started

464 ES: Stellar NG setup

Execute & Control

Last Update
10/18/10
5:43:54 PM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
This project covers the technical work and customer outreach/training/support effort involved in setting up the Stellar NG application for the Spring 2011 pilot.		
Core Team		
Project Manager	Project Sponsor	
Derek Jaeger	MITSIS	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	ES	
Key Dates		
	Original	Revised
Start Date	10/4/10	10/6/10
End Date	1/28/11	12/10/10

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks Impact Probability					
Project Budget and Forecasts					
	Estimated Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost	
	\$154,000.00	\$154,000.00	0	0	
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Application setup and course import	10/6/10	10/26/10		In Progress
2	Building block customization	10/26/10	11/15/10		Not Started
3	Front-end and workflow customization	11/8/10	12/3/10		Not Started
4	Support training	12/1/10	12/10/10		Not Started

Scope Status
Within scope.
Budget/Resources Status
Within budget.
Sponsor Relationship Status
Stakeholders have been apprised of goals and timeline.
Project Timeline Status
Within timeline.

425 ES: Online Grading

Execute & Control

Last Update
10/18/10
10:36:56 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>This project is to implement an online grading application for the Registrar's office. The project will be implemented in 2 Phases Phase 1 will include online data entry, special report sheets, grade entry import, summary pages, reports, user setup, grading periods and will go live for the January IAP term 2011 and will include 6 departments (Architecture, Electrical Engineering and Computer Science, Foreign Languages, Mathematics, Mechanical Engineering and Sloan). The project milestones reflect this Phase.</p> <p>Phase 2 will include re-writing the Grade Application job which is currently in Pro-C. This phase is expected to go live in Summer 2011 and will include all departments. Phase 2 Detailed Design will start in January 2011.</p>		
Core Team		
Project Manager	Project Sponsor	
Zahida Taher	Mary Callahan, Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	3/8/10	3/8/10
End Date	8/30/11	1/13/11

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks			Impact Probability		
<p>Risk: Extensive testing will be required Mitigation: 1. Developers to write automated unit testing 2. Own environment to run parallel testing (compare existing and new grading functions) 3. Identify 'unique' grading subjects/student types and include in System Integration Testing 4. Include SME help during System Integration Testing 5. QA resource has been included in design sessions and is assisting to identify test data needs and key testing areas</p>			Medium Medium		
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Labor Cost	Actual Labor Cost	
\$250,000.00	0	0	\$78,515.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Design	3/8/10	7/9/10	7/9/10	Completed
2	Development	7/6/10	10/18/10	10/18/10	Completed
3	Test	10/1/10	11/12/10		In Progress
4	User Testing	11/1/10	12/10/10		Not Started
5	Implementation	12/15/10	1/13/11		Not Started

Scope Status
The Functional Spec has been signed-off by the Subject Matter Experts and Sponsors. Development has been completed based on this signed-off document.
Budget/Resources Status
Steve Turner was added to the project to help complete development. He has completed his development tasks and will be available to fix defects as needed.
Sponsor Relationship Status
We have a good relationship with the sponsors and they help with escalated issues and risks.
Project Timeline Status
Development has been completed, System Integration (QA) testing in progress and is expected to be completed by Oct 29th. User Acceptance Testing is scheduled to begin Nov 4th and end on Nov 22nd.
We have done an application walk-through with the users/sponsors to identify any key issues and will include key users to start testing earlier than UAT.
Usability Testing has been completed, recommendations have been prioritized and scheduled for Phase 1 and Phase 2.
The timeline is yellow because QA and UAT have to be completed and it is a complex application that needs a lot of testing. Refer to open Risk item

456 ES: Scheduling Analysis

Execute & Control

Last Update
**10/18/10
2:00:52 PM**

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>The Scheduling Analysis project is the first step in replacing the existing Classroom and Student Scheduling system. This new system will:</p> <ul style="list-style-type: none"> - Meet the current needs of the Registrar's Office and Academic Departments, and - Be flexible enough to support future changes <p>This project contains the following phases:</p> <ol style="list-style-type: none"> 1. Requirements Phase: Gather requirements from the Registrar and Academic Departments and create the Business Requirements document 2. Solution Decision Phase: Research vendor packages to determine whether any can be used to meet the requirements 3. Detail Design Phase: Create the Functional Specification and Technical Design documents. In addition, identify how to address all integration points. <p>At the end of this project, a detailed schedule, budget and resource plan will be documented for the Implementation project.</p>		
Core Team		
Project Manager	Project Sponsor	
Lori Singer	Mary Callahan and Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	6/30/11	6/30/11

Top Issues and Risks for the Project				
Issues Owner Current Status				
Risks Impact Probability				
Project Budget and Forecasts				
	Estimated Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
	0	0	0	0
Key Milestones and Deliverables				
#	Name	Begin	Original End	Rev. End Task Status
1	Design	7/1/10	6/30/11	In Progress

Scope Status
A Scope Statement was created at the beginning of this project. This was reviewed and signed-off by the Sponsors.
Budget/Resources Status
This is in yellow due to resource conflicts with business users in the Registrar's Office. Once the Online Registration project started, a decision was made that, if there was a conflict with Registrar resources needed on that project, work on the Scheduling Analysis project would be altered. Therefore, the review of the Business Requirements document has been going slower than originally planned.
Sponsor Relationship Status
The working relationship with the Registrar has been very strong and they have provided us with information and access to other departments, as needed.
Project Timeline Status
The Business Requirements are complete and are being reviewed with the Registrar's Office. This review is planned to be completed at the end of October with sign-off on November 5. However, this may be delayed due to resource conflicts with the Registrar's Office.
The project team has started working on identifying vendors to start the Solution Decision phase.

461 ES: Online Registration

Execute & Control

Last Update
10/18/10
2:06:32 PM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>The purpose of this project is to deliver a solution in FY '11 that will meet Online Registration requirements and focus on short-term business needs. It will be a component of a comprehensive Online Registration solution.</p> <p>The project will focus on the following functions: Student: - Access and Maintain Registration Selections - Submit Registrations</p> <p>Advisor: - Access and Maintain Registration Selections - Approve Registrations</p> <p>Registrar: - Online Registration Administration</p>		
Core Team		
Project Manager	Project Sponsor	
Lori Singer	Mary Callahan and Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	8/16/10	8/16/10
End Date	6/30/11	12/10/10

Top Issues and Risks for the Project				
Issues Owner Current Status				
Risks Impact Probability				
Project Budget and Forecasts				
	Estimated Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
	0	0	0	0
Key Milestones and Deliverables				
#	Name	Begin	Original End	Rev. End
1	Plan	8/16/10	9/7/10	9/7/10
2	Design	9/8/10	12/10/10	
				Task Status
				Completed
				In Progress

Scope Status
The scope is in yellow. A Scope Statement has been created and signed-off by the Sponsors. However, to meet the aggressive timeframe, some functions may be deferred to a later phase. This will not be known until after the Detail Design phase has completed.
Also, the Sponsors have stated that the timeline may move to include needed functionality and guarantee product quality.
Budget/Resources Status
There are no budget or resource concerns.
Sponsor Relationship Status
There are no sponsor relationship concerns.
Project Timeline Status
The timeline is in yellow due to the aggressive schedule needed to launch in FY'11.
The Business Requirements document has been completed and is in final review. Sign-off is expected by the Sponsors on October 27.
The project team is conducting design sessions to outline the page mockups and functionality.