

484 ADMIN: Accounting and Reporting Process Standardization

Execute & Control

Last Update
1/19/11
2:26:10 PM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
Develop and implement standard processes around accounting, forecasting and budgeting of expenses.		
Core Team		
Project Manager Allen Wallace	Project Sponsor Marilyn Smith and VPF	
IS&T Organizational Dependencies		
Dependencies Admin	Handoffs AS, ES, DM, SE, CS, OI	
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						
Limited ability of staff to capture all changes occurring across the organization Medium Medium						
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	New Accounting Structure and remapped FY11 budget	7/1/10	9/30/10	9/30/10	Completed	
2	Standard SWD Project accounting, forecasting, and budgeting processes	7/1/10	12/31/10	12/31/10	Completed	
3	FY12 IS&T Budget developed and submitted to EVP/VPF	11/1/10	2/8/11		Overdue	
4	Finance Team policies, forms, reports located in central repository	10/1/10	6/30/11		In Progress	

Scope Status
No Change
Budget/Resources Status
Internal resouces (GIB Funded)
Sponsor Relationship Status
No Change
Project Timeline Status
Budget Letter one week behind, but on target for February 8th Budget Presentation.

479 ADMIN: IS&T Change Communication Pipeline

Execute & Control

Last Update
11/16/10
10:38:54 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
Develop a vehicle for communication, planning and coordination of changes being implemented in the MIT production environment.		
Core Team		
Project Manager Patricia Sheppard	Project Sponsor IS&T Senior Staff	
IS&T Organizational Dependencies		
Dependencies DM, SE, CS, OI	Handoffs DM, SE, CS, OI	
Key Dates		
	Original	Revised
Start Date	10/13/10	10/13/10
End Date	9/30/11	9/30/11

Top Issues and Risks for the Project						
Issues Owner Current Status						
Risks Impact Probability						
Limited ability of staff to capture all changes occurring across the organization Medium Medium						
Project Budget and Forecasts						
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost			
\$65,000.00	0	0	0			
Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Weekly Pipeline Meetings	10/13/10	9/30/11		In Progress	
2	Group Charter	10/27/10	12/22/10	12/22/10	Completed	
3	IS&T Change Communication Calendar	11/3/10	11/17/10	11/17/10	Completed	
4	Review Charter and Amend as Needed	4/6/11	4/27/11		Overdue	

Scope Status
- Provide information from respective areas regarding end user changes, changes in test and stage environments - Provide awareness of resources needed or utilized for release efforts - Develop a release calendar that product and service owners maintain - Manage conflicts in terms of release dates and changes as appropriate - Support standard processes (best practices) for product and service release and delivery
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Meet weekly to communicate changes Membership has increased since January 2011!

454 ADMIN: Product and Service Portfolio Management Phase I - Desktop Release Processes

Execute & Control
Last Update: 12/10/10 3:27:42 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>The overall effort focuses on the processes by which IS&T introduces products and services to the MIT community. This includes the various steps involved in a software release process, IST service portfolio management, defining escalation paths and support levels, and change communication.</p> <p>Phase I is limited to developing release processes for desktop products and a decision guide for release managers, and piloting these tools with a minimum of three release teams in order to incorporate feedback and improve the tools.</p>		
Core Team		
Project Manager	Project Sponsor	
Patricia Sheppard	Steve Gass, Libraries	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
SE, CS, OI	AS, ES, DM, SE, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	7/27/10	8/10/10
End Date	5/13/11	6/30/11

Top Issues and Risks for the Project						
Issues Owner Current Status						
Risks						
Communication and Adoption of Release Processes will be slow to take on				Impact	Probability	
				Large	Medium	
Project Budget and Forecasts						
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost			
\$20,000.00	0	0	0			
Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Draft release processes	8/10/10	8/10/10	8/10/10	Completed	
2	Draft decision matrix	8/16/10	8/16/10	8/16/10	Completed	
3	Athena Fall Release pilot	8/24/10	8/27/10	8/27/10	Completed	
4	VLSL Product Release pilots	1/6/11	5/9/11		In Progress	
5	BES 5 Release pilot	9/15/10	1/5/11	1/5/11	Completed	
6	Hermes Roll Out of Library of Procedures	3/24/11	5/11/11		In Progress	
7	Office for Mac Release pilot	10/25/10	1/20/11	1/20/11	Completed	
8	Incorporate feedback from pilots into processes	11/8/10	6/30/11		In Progress	

Scope Status
Product Release Checklists and decision matrix are being rolled out.
Release Core consultations have started.
Urgent Response process (Problem Response Playbook) has been rolled out.
Budget/Resources Status
This project is using solely FTE resources from across functional areas in IST.
Sponsor Relationship Status
Libraries is sponsoring this phase of the project.
Urgent Response process to be reviewed with sponsor 4/26/11.
Project Timeline Status
Roll outs have taken longer than expected, not as many releases being piloted.

477 ADMIN: Product and Service Portfolio Management Phase II - IS&T Service Portfolio: Phase I Prototype

Execute & Control
Last Update: 12/10/10 3:17:39 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>In support of the product and service delivery, create a service portfolio prototype to support the release processes (identify owners, orphans, levels of support and escalation paths). In addition, create software advisory board to manage the portfolio, answer questions and make recommendations to staff doing releases, evaluate and improve the processes, and address community requests and issues.</p>		
Core Team		
Project Manager	Project Sponsor	
Patricia Sheppard	Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM	AS, ES, DM, SE, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	9/16/10	9/16/10
End Date	8/15/11	8/15/11

Top Issues and Risks for the Project						
Issues Owner Current Status						
Dependency: Service Catalog needs to formalize high level taxonomy for Service Portfolio to consume				Impact	Probability	
				Overdue		
Risks						
Integration and reconciliation of data with Service Catalog could take longer than expected and delay delivery of the Service Portfolio				Impact	Probability	
				Medium	Medium	
Project Budget and Forecasts						
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost			
\$44,600.00	0	0	0			
Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Planning	9/16/10	10/14/10	9/15/10	Completed	
2	Service Portfolio Conceptual Model	10/6/10	11/2/10	11/4/10	Completed	
3	Coordination with Service Catalog Effort	11/10/10	6/9/11		In Progress	
4	Service Portfolio: Requirements	11/18/10	2/9/11	2/9/11	Completed	
5	Library of Procedures	11/4/10	5/20/11		In Progress	
6	Service Portfolio: Data Dictionary	12/2/10	5/2/11		Overdue	
7	Service Portfolio: Data Collection and Mapping	2/3/11	6/1/11		In Progress	
8	Service Portfolio: Data Reconciliation	5/19/11	6/9/11		Not Started	
9	Service Portfolio: Roll Out of Prototype	6/16/11	8/15/11		Not Started	

Scope Status
Need to make sure that this effort is coordinated with the implementation of the IS&T Service Catalog and redesign of the IS&T Website.
Scope was scaled back from a software development project to a content delivery project.
Budget/Resources Status
Sponsor Relationship Status
Meeting every month for status briefs and issue resolution.
Project Timeline Status
Conceptual modeling took longer than first anticipated.
Time spent negotiating technology options set data collection back by approximately four weeks.

478 ADMIN: Project Management Process Standards

Last Update
Initiate 1/26/11 1:52:31 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Develop common project management guidelines and tools for each phase of a project life cycle.		
Core Team		
Project Manager Patricia Sheppard	Project Sponsor IS&T Senior Staff	
IS&T Organizational Dependencies		
Dependencies AS, ES, DM, SE, CS, OI	Handoffs AS, ES, DM, SE, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	11/3/10	11/3/10
End Date	10/28/11	10/17/11

Top Issues and Risks for the Project					
Issues			Current Owner	Status	
Experiencing scope creep for FY11. Working Group will reprioritize deliverables and amend time line as appropriate				Overdue	
Risks			Impact Probability		
Communication and adoption of standards may meet resistance			Medium	Medium	
Staff are over committed and project management standards may take a back seat to other work			Large	Medium	
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$141,500.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Charter	11/3/10	11/10/10	11/10/10	Completed
2	Work Plan	11/10/10	12/1/10	12/1/10	Completed
3	Roles & Responsibilities	11/16/10	12/17/10	12/17/10	Completed
4	Tool Inventory	11/30/10	2/1/11	2/2/11	Completed
5	Project Review Improvements	12/1/10	4/27/11	4/27/11	Completed
6	Conceptual Modeling and Reporting Requirements	12/15/10	1/25/11	1/25/11	Completed
7	Draft Task List by Project Phase	12/15/10	5/20/11		In Progress
8	Community of Practice Proposal	1/11/11	3/17/11	3/17/11	Completed
9	Budget Templates and Forecasting Process	2/2/11	3/1/11	3/1/11	Completed
10	Partnership Opportunities (Facilities, LL)	2/15/11	5/2/11		Overdue
11	Draft Business Case	3/1/11	4/15/11	4/15/11	Completed
12	Stakeholder Analysis	3/1/11	5/16/11		In Progress
13	Draft Scope Template	3/1/11	3/16/11	5/2/11	Completed
14	User Interface Design	3/1/11	4/19/11	4/19/11	Completed
15	Requirements Gathering	3/7/11	6/30/11		In Progress
16	Usability & Accessibility	3/7/11	5/10/11		In Progress
17	PMBA Resource Wiki	5/2/11	7/29/11		Not Started
18	Mentoring Resources	5/16/11	7/15/11		Not Started
19	CoP Roll Out	8/1/11	10/17/11		Not Started

Scope Status
Develop shared set of steps and roles/responsibilities for initial phases of the project life cycle, identify common tools for stakeholder analysis and engagement adopted across project teams, develop standard set of requirements gathering tools (including conceptual modeling and reporting requirements), piloted by IS&T project teams.
Currently task list is behind schedule - draft completed but final still in progress.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Working group currently meets every week.

391 ADMIN: Redesign of IS&T Online News

Last Update
Prepare 9/16/09 3:40:25 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>Redesign the IS&T news page (ist.mit.edu/news) to include a range of multimedia and distribution options. The goal is to make it easy for the MIT community to stay informed about IS&T services, announcements, and advisories and to let them customize what news they get (by category) and how they get it (e.g., web site visits, RSS feeds, Twitter, monthly emails).</p> <p>In addition to revamping the news page itself, the IS&T News Coordinator will send out a monthly email with some of the most important news item for the month (e.g., Spotlight, 5 Things You Should Know feature, multimedia clip, security news).</p>		
Core Team		
Project Manager	Project Sponsor	
Robyn Fizz	Christine Fitzgerald	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, CS, Admin	AS	
Key Dates		
	Original	Revised
Start Date	8/14/09	8/14/09
End Date	3/12/10	8/14/09

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	RFP	8/14/09	8/14/09		Overdue

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

485 ADMIN: Talent Management Plan and Implementation

Last Update
Execute & Control 1/28/11 2:16:47 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>Develop and implement strategy allowing IS&T to recruit, develop, and retain key talent.</p>		
Core Team		
Project Manager	Project Sponsor	
Steve Filipiak	Marilyn Smith / Alison Alden	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
Admin	AS, ES, DM, SE, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	9/1/10	11/1/10
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					
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	Management Skills Development Series	11/1/10	6/30/11		In Progress
2	Support Staff PA Process	1/3/11	3/31/11		Overdue
3	Workforce Assessment and Career Path Program	1/3/11	6/30/11		In Progress
4	Comp Analysis	11/3/10	3/31/11		Overdue
5	Admin Staff PA Process	3/15/11	6/30/11		Not Started

Scope Status
No change in scope.
Budget/Resources Status
Internal Resources. GIB funded.
Sponsor Relationship Status
No change.
Project Timeline Status
Online HR Guidelines and Best Practices Manual. Due 1/31. Currently two weeks behind.

439 AS: Open Enrollment 2011

Execute & Control

Last Update
10/15/10 4:48:36 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Changes and enhancements for Open Enrollment 2011		
Core Team		
Project Manager Desiree Roberts	Project Sponsor Alison Alden	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	6/1/10	5/3/10
End Date	1/31/11	1/31/11

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	\$94,000.00	0	\$6,765.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Planning	5/3/10	5/17/10	5/17/10	Completed
2	Requirements	6/1/10	8/2/10	8/4/10	Completed
3	Development	8/2/10	9/1/10	9/1/10	Completed
4	Testing	9/1/10	10/15/10		Overdue
5	Deployment & Review	10/15/10	1/31/11		Overdue

Scope Status
Major Changes include: Plan Redesign New Medical and Dental rates Web updates New Primary Care Provider functionality (including a new upload program) New Open Enrollment Confirmation Form
Budget/Resources Status
Sponsor Relationship Status
Business Owners understand the challenges of the new plan design and specifically maintaining and loading Primary Care Provider information. They are addressing this issue through their communications team.
Project Timeline Status
UAT is in process. Pilot is scheduled for the week of October 25.

455 AS: 2010 Year End SAP Support Pack Application

Execute & Control

Last Update
10/18/10 5:14:57 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
This project is an annual activity charged with installing, testing and implementing SAP delivered system changes, delivered through what SAP calls Support Packs, in an effort to keep the system current and enable the successful execution of calendar year end tax reporting.		
Core Team		
Project Manager Frank Quern	Project Sponsor Bart Dahlstrom	
IS&T Organizational Dependencies		
Dependencies DM	Handoffs AS	
Key Dates		
	Original	Revised
Start Date	8/23/10	8/23/10
End Date	12/13/10	12/13/10

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks					
Delay of implementation of pre-Support Pack Projects.			Medium	Low	
1. APR 1.1 (scheduled for October)					
2. OE (scheduled for October)					
3. EL (scheduled for October - went live 10/4)					
4. eW2 (scheduled for October)					
The introduction of Quality Center as a central repository for test cases.			Medium	Low	
1. New tool					
2. Learning curve					
3. Limited licenses (add'l licenses are being added)					
4. Large volume of test cases to convert					
Two Phase Testing Approach.			Large	Low	
1. Requires tight coordination and resource availability between the Business and IST					
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$250,000.00	0	0	\$44,240.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Planning	8/23/10	10/29/10	12/3/10	Completed
2	Development	10/13/10	11/3/10	10/29/10	Completed
3	Unit Testing	11/4/10	11/10/10	11/10/10	Completed
4	System Integration Test	11/11/10	12/9/10	12/9/10	Completed
5	Implementation (go-live)	12/10/10	12/13/10	12/17/10	Completed

Scope Status
Upgrade ERP 6.0 w/EHP4 HR SP14 to ERP 6.0 w/EHP4 HR SP27(the Support Packs)
Upgrade SAP Kernel to patch level 114 (released in October)
Upgrade Oracle db 10.2.04 to 11.2.
Apply current BSI TUBs 183 through 187
Budget/Resources Status
Sponsor Relationship Status
Our business process owners understand the need for and benefits of applying the SAP delivered changes to our implementation of SAP.
Project Timeline Status

402 AS: Administrative Systems Roadmap

Execute & Control
Last Update
3/30/10 5:16:46 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Build a case for a fundamental change in direction, encompassing governance, platform, functions and resources, that will reduce costs, deliver administrative functionality that meets the demands of MIT and sets us on the road to becoming a showcase for administrative systems and processes worthy of MIT in the 21st century.		
Core Team		
Project Manager	Project Sponsor	
Bart Dahlstrom	Christine Meholc	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM, CS, Admin	CS	
Key Dates		
	Original	Revised
Start Date	8/1/09	5/1/09
End Date	12/31/09	6/30/10

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks Impact Probability					
All team members are part time. Competition with other priorities could impact this work.			Medium	High	
Incomplete understanding of current MIT business process and systems.			Medium	Medium	
Limited knowledge of current capabilities of system products being considered.			Medium	Medium	
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$300,000.00	0	0	\$55,961.25		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Outsourcing assessment	5/1/09	12/31/09		Overdue
2	Administrative System Roadmap	8/3/09	12/31/09	4/1/10	Completed
3	SAP Portal Implementation	1/1/10	6/30/10		Overdue
4	Sourcing System Strategy	1/1/10	6/30/10		Overdue

Scope Status
Initial scope encompassed all 'Administrative Systems' and included an analysis of outsourcing opportunities.
Scope was narrowed to focus on 'VPF Sourcing' and 'Digital MIT' in December, 2009.
Budget/Resources Status
\$100K allocated to SAP portal implementation.
Sponsor Relationship Status
Project Timeline Status
'Administrative System Roadmap' recommendation and outsourcing analysis completed 12/2009.
SAP portal implementation and Sourcing System Strategy scheduled to be complete 06/2010.

222 AS: Appointment Process Redesign 1.0

Close
Last Update
10/18/10 2:34:51 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Project to redesign the appointment process and make it available via SAP Web for DLC Administrators.		
This project replaces "DLC Direct Entry (MSS)" project.		
The project was approved by ASPCC to start in FY09.		
The project aims to automate over 10,000 HR transactions across the community and embed hundreds of business rules and policies into the application.		
The HR transactions are grouped into 5 major categories (Terminations, Supplements, Leaves, Changes, and New Hires) and delivered to a pilot user group consisting of 24 departments representing all five schools and some central functions.		
Core Team		
Project Manager	Project Sponsor	
Shridhar Kulkarni	Israel Ruiz	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS	OI	
Key Dates		
	Original	Revised
Start Date	4/26/08	4/28/08
End Date	8/31/10	8/30/10

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		
\$2,150,000.00	0	0	\$2,023,054.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Go-live - Terminations	4/24/09	4/24/09	4/24/09	Completed
2	Go-live - Supplements	6/26/09	6/26/09	12/11/09	Completed
3	Go-live - Leaves	8/28/09	8/28/09	12/11/09	Completed
4	Development - Changes	9/1/09	2/16/10	2/16/10	Completed
5	Test - Changes	2/8/10	4/22/10	4/22/10	Completed
6	User Testing - Changes	4/27/10	5/28/10	5/28/10	Completed
7	Go Live - Changes	5/31/10	5/31/10	5/31/10	Completed
8	Design - New Hires	12/16/09	3/2/10	3/2/10	Completed
9	Development - New Hires	3/8/10	5/24/10	6/18/10	Completed
10	Test - New Hires	5/24/10	7/2/10	7/2/10	Completed
11	User Testing - New Hires	6/28/10	7/23/10	7/23/10	Completed
12	Go Live - New Hires	7/30/10	7/30/10	7/30/10	Completed

Scope Status
Pilot group now covers about 60% of the community.
School of Engineering and School of Science have identified a key enhancement that they would like to be implemented before they get all of their units on board.
Requirements gathering for that major enhancement (APR 1.1) is underway.
Steering committee recommended Release 2 of the project to address some of the big ticket items. No timeline or priority list has been established yet.
Budget/Resources Status
Sponsor Relationship Status
Israel Ruiz was given a demo of the application in February 2010 and was very pleased with the product.
Project Timeline Status
"New Hires": SIT behind schedule by a week due to the delays in backend testing. UAT for DLCs starting July 12th (behind schedule), but expect to keep the go live date for July 30th. Bart discussed the risk with steering committee and they decided to keep the go live date same.
"New hires" to go live 7/30/2010
Terminations went live April 25th 09. Supplements went live June 25th 09. Leaves went live August 28th 2009. Changes went live May 31st 2010

451 AS: Appointment Process Redesign
1.1

Last Update
Close 1/26/11 11:26:51 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
Critical enhancements to Appointment Process Redesign.		
1. Enhance Appointment extension to allow changes to % effort, salary, cost objects, and visa information.		
2. Display additional demographic and appointment details for the employee to initiators and approvers for all Change actions.		
3. Provide the ability to enter comments for approvers when they approve a request.		
Core Team		
Project Manager Shridhar Kulkarni	Project Sponsor Israel Ruiz	
IS&T Organizational Dependencies		
Dependencies AS	Handoffs AS	
Key Dates		
	Original	Revised
Start Date	7/19/10	7/1/10
End Date	11/30/10	11/30/10

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		
\$183,000.00	0	0	\$52,625.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Plan	7/1/10	7/1/10	7/1/10	Completed
2	Design	7/19/10	7/30/10	9/2/10	Completed
3	Development	8/2/10	9/3/10	9/3/10	Completed
4	Test	9/7/10	10/19/10		Overdue
5	User Testing	10/12/10	10/25/10		Overdue

Scope Status
Scope well defined and signed off on July 16th 2010
Budget/Resources Status
ASPPC approved this project for FY11
Sponsor Relationship Status
Robin Elices from V.P. for Finance is very engaged with the project team from IS&T
Project Timeline Status
Status as of 10/18/2010: SIT uncovered more issues than anticipated. UAT was delayed to start on 10/12. Revised go-live date is 10/29/2010 ***** Technical design started on July 19th, 2010. Development started 08/02/2010 SIT expected to start 09/07/2010 UAT planned to start 10/04/2010 Go live date is 10/22/2010

490 AS: Appointment Process Redesign 2.0

Execute & Control

Last Update
4/25/11 10:13:53 AM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information

Project to plan and deliver additional enhancements and features for the already existing APR application.
New features include the following:
1. Ability to attach documents
2. Edit functionality
3. Other action form
4. several other enhancements

Planning phase includes collecting and analyzing requirements, proposing solution options.

Implementation phase includes detailed design, development, testing, and roll out.

Planning phase is from 11/01/2010 to 02/18/2011

There may be a gap between the end of Planning phase and the beginning of the implementation phase due to resource constraints.

Core Team

Project Manager	Project Sponsor
Shridhar Kulkarni	Gerry O'Toole

IS&T Organizational Dependencies

Dependencies	Handoffs
AS	AS

Key Dates

	Original	Revised
Start Date	11/1/10	11/1/10
End Date	6/29/12	2/18/11

Top Issues and Risks for the Project

Issues

Although requirements were identified and documented back in February, 2011, the implementation work has not started yet. We had a 4 week engagement with EPI-USE to evaluate the edit requirement. We had several meetings and discussions on the document attachment needs.

What is needed is the identification of the sequence of work and assignment of a project team. This can't happen until the business owners discuss these various options with the Assistant Deans and arrive at the prioritized work list for IS&T.

Steps are being taken in this regard by the business owners and we expect to have something concrete before end of May 2011.

Current Owner Status
Not Started

Risks

We were able to get the Assistant Deans together on Feb 7, 2011 and were able to identify a specific option for the Edit function. So, this risk item is closed.

Impact Probability
Large High

We are finding it hard to get all the Asst. Deans together, review the options, and get consensus on the solution option for the edit functionality. We need that absolute clarity before we go into design and development of this large effort.

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	Collect requirements	11/1/10	11/26/10	11/1/10	Completed
2	Conduct Stakeholder meetings	11/29/10	2/11/11	2/11/11	Completed
3	Develop solution options	12/13/10	2/11/11	2/11/11	Completed
4	Sign off on requirements and solution options	2/18/11	2/18/11		Overdue

Scope Status

Planning phase identifies work in multiple chunks.

- Existing production support (that has 22 open tickets) and 33 small effort tickets in sapstest that need to be either closed or moved to the production queue.
- Track A: Group of 5 tickets that have been identified as important enhancements by the Assistant Deans.
- Track B: Group of 10 tickets identified by the Assistant Deans as next set of priority tickets.
- Document attachments: Identified scope and solution option with Open Text will allow the end users to attach documents to an employee record using APR. The migration from Optix (current document storage system for HR) to Open Text is in the scope.
- Edit function: Engaged EPI-USE to evaluate the requirement and the current code base. Ability to edit on the final page with validation is ruled out due to technical constraints. The other edit option where the user is brought back to the start of the application has two development options. One is to embed it in the existing Java based APR application and the other is to build APR with edit function using Web Dynpro for ABAP (SAP development technology). Per EPI-USE, the time and cost for both options are, around 100 man-months and 18 months duration. Depending on how fast the requirement phase goes and depending on how many internal v/s external resources are used, the cost of the project can be anywhere from 2 to 3 million dollars and duration anywhere from 18 months to two years.

Planning phase:
Meetings with key stakeholders identified and conducted. All the Asst. Deans need to agree on one solution option for the edit functionality. If they don't, then we have a huge issue with scope management as we may need to revisit it down the line and it will be a very expensive process. We have NOT been able to meet with ALL the Asst. Deans in one room and get consensus on an option yet.

Implementation phase:
Implementation phase should not be started until the requirements and development option for edit functionality are signed off.

Budget/Resources Status

Track A and track B will require internal resources(5-6) for a period of 9-12 months.

Document attachment will require external resources for upgrading Ixos and implementing Employee File Management (if decided), and migration from Optix to Open Text. Service cost and license cost still being worked out. The project will also require folks from OIS and D.M to participate in the upgrade. The APR team will have some involvement during the implementation.

Edit function if outsourced is a 2-3 million dollar project with a time commitment of 18 months to 2 years. Requires some involvement from current APR team and also from business owners.

Sponsor Relationship Status

Sponsors are very engaged and aware of the timeline and cost for the identified scope. The decision on what will be in the final scope and the sequence of delivery is still being worked out between business owners and the Assistant Deans.

Project Timeline Status

The planning phase has identified the work in multiple chunks (described in the scope status). What work will be done in what sequence is still TBD. Gerry O' Toole, the business owner for APR is arranging a meeting with the Assistant Deans to discuss various options and the timeline will become clear only after that.

Planning phase:
Timeline may get affected if we can't get all the Asst. Deans to get together and agree on a solution option. It has been a challenge to get them all in one room and review the options.

Implementation phase:
The design work may not start on time if the requirements and edit function options are not signed off. Resource constraints may also affect the start of the phase. Timeline for the implementation phase can't be defined yet but it is very likely to be over a year.

414 AS: Enterprise Learning Phase I

Prepare Last Update
10/18/10 11:02:4 AM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Timeline: 18 – 20 months		
Phase I – Build the future data model, including certifications and data from feeds; prototype a migration from our existing TEM to Enterprise Learning; cutover from TEM to Enterprise Learning; pilot e-Learning process		
Phase II -- Build the data model for EHS training data and the Training Needs Assessment (TNA); prototype a migration from EHSweb to Enterprise Learning; cutover. Migrate content from external vendor TrainCaster to Enterprise Learning; stabilization		
Phase III (Future - TBD) – Additional functionality to include a pilot of SAP's collaboration tools and repository with one or two classes; deliver collaboration tools and repository.		
Core Team		
Project Manager	Project Sponsor Training Alignment Team	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
Admin	Admin	
Key Dates		
	Original	Revised
Start Date	12/1/09	12/1/09
End Date	2/3/12	12/30/10

Top Issues and Risks for the Project			
Issues		Current Owner	Status
Phase 2 resource availability: - Conflict with Phase 1 both during implementation and continuing with post implementation support and carry over items.			Overdue
Risks	Impact	Probability	
Project Budget and Forecasts			
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
0	0	0	\$86,022.50
Key Milestones and Deliverables			
#	Name	Begin	Original End
1	Overall Plan	12/1/09	3/15/10
2	Requirements - PH1	3/15/10	5/19/10
3	Design - PH1	3/15/10	7/2/10
4	Development - PH1	5/3/10	7/7/10
5	Test - PH1	7/2/10	8/5/10
6	User Testing - PH1	8/6/10	9/9/10
7	Implementation - PH1	9/10/10	10/4/10
8	Post Implementation - PH1	10/4/10	12/17/10
9	Requirements - PH2	3/15/10	6/30/10
10	Design - PH2	8/2/10	12/30/10

Scope Status
Phase 1 implemented the new Enterprise Learning system providing replacement for the functions currently in the TEM system. There are a couple of follow up items: - Authoring Environment and Content Repository will require some additional work and testing before it will be activated. - There are several areas being addressed that will improve the usability of some functions.
Phase 2 scope has been defined with the Design stage to determine the size and effort to provide the full impact of delivery from a time/cost perspective. Final decision on the deliverable for Phase 2 will be determined with the Design review and approval.
Budget/Resources Status
Phase 1 Project Manager - Bill Jones Phase 2 Design Project Manager - Hao Wen / EPI-USE
Final determination for Phase 2 requirements will be based upon the design decision and direction agreed upon by the project sponsors.
Sponsor Relationship Status
There has been excellent support from the Sponsors, the Training Alignment Team and their Working Group.
Project Timeline Status
Phase 1 was implemented over the weekend of October 1 - 3, with the Go Live date of 10/4/2010 as planned.
Phase 2 has defined their Requirements and is currently in the Design stage. The Design recommendation, with options, is targeted for mid-December. A final decision on the option the project will implement is targeted for late December and will determine the time line for Development through Implementation .

503 AS: Enterprise Learning Phase II Implementation

Last Update
4/25/11 12:10:47 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information

The project is intended implement a training needs identification and compliance management system by extending SAP standard functionality. The system will replace EHSWeb and serve as a foundation for similar requirements to other training departments e.g. OSP, VPF, Facilities, HR, IS&T.

Core Team

Project Manager	Project Sponsor
Quintin Smith	Bill VanSchalkwyk, Maraget-Ann Grey, Colleen Leslie

IS&T Organizational Dependencies

Dependencies	Handoffs
DM, SE	AS

Key Dates

	Original	Revised
Start Date	4/1/11	4/1/11
End Date	3/31/12	3/30/12

Top Issues and Risks for the Project

Issues	Current Owner	Status
Evaluate Job title triggers to determine real triggers. Work with EHS to translate existing job title triggers.		Not Started
Various ways in which EHS Cert types can be handled. Need to find most maintenance friendly way.		Not Started

Risks	Impact	Probability
In process of analyzing best practice data transfer from ECC to warehouse. Risk: Best practice might represent challenges.	Large	Medium
Scope of project is limited to re-authoring of content in Traincaster. Further analysis revealed that simple re-authoring might not adequate.	Medium	Medium

Project Budget and Forecasts

Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
\$2,000,000.00	0	0	0

Key Milestones and Deliverables

#	Name	Begin	Original End	Rev. End	Task Status
1	Usability testing	5/25/11	6/22/11		Not Started
3	Training support strategy	4/4/11	6/30/11		In Progress
4	Traincaster Content Migration	4/1/11	9/30/11		In Progress
5	Feeds development	4/11/11	6/15/11		In Progress
6	Completion of TNI Development	4/4/11	5/25/11		In Progress
7	Phase I deferred items	4/1/11	6/29/11		In Progress
8	Go-live without EHS	8/29/11	8/29/11		Not Started
9	EHS Data migration	4/1/11	9/29/11		In Progress
10	Reporting	4/1/11	9/30/11		In Progress
11	EHS Testng	10/3/11	1/31/12		Not Started
12	Go-live with EHS	2/29/12	2/29/12		Not Started
13	Notifications	4/1/11	6/30/11		In Progress

Scope Status

Additional requirements requested by Lincoln Laboratory. Focussing on "quick wins". Wary of scope creep.

Budget/Resources Status

Within budget

Sponsor Relationship Status

Project Timeline Status

On track, little slack on the technical development

492 AS: Enterprise Learning Phase II Requirements & Design

Execute & Control

Last Update
4/25/11
12:35:11 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>The project is intended to gather requirements and design a training needs identification and compliance management system by extending SAP standard functionality. The system will replace EHSWeb and serve as a foundation for similar requirements to other training departments e.g. OSP, VPF, Facilities, HR, IS&T.</p>		
Core Team		
Project Manager	Project Sponsor	
Quintin Smith	Bill VanSchalkwyk, Maraget-Ann Grey, Colleen Leslie	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM, SE	AS	
Key Dates		
	Original	Revised
Start Date	5/1/10	5/3/10
End Date	3/31/11	3/31/11

Top Issues and Risks for the Project					
Issues		Owner	Current Status		
Inconsistent alignment current EHS job title trigger with job/position data in SAP			Complete		
Users are familiar with Web based reports specifically designed for EHS and are adamant about keeping them similar			Complete		
Risks		Impact	Probability		
Reporting design - Alignment of COGNOS pilot to create EHS report with project go-live		Large	Medium		
Tight sign-off time line		Small	Medium		
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$515,000.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Security design	1/3/11	2/11/11	2/11/11	Completed
2	Working group walkthrough	1/4/11	2/16/11	2/16/11	Completed
3	Implementation estimate	1/12/11	2/18/11	2/18/11	Completed
4	Reporting strategy	1/10/11	3/2/11	3/2/11	Completed
5	ASPCC Presentation	1/14/11	3/16/11	3/16/11	Completed
6	Data model verification	1/10/11	2/11/11	2/11/11	Completed

Scope Status
Lincoln was originally out of scope, but due to delays in Lincoln's SAP Training and Events initiative, this is reconsidered. This is currently being discussed with project sponsors.
Budget/Resources Status
Within budget
Sponsor Relationship Status
Project Timeline Status
On track, with very little slack.

373 AS: ESS W-2

Last Update
Close 11/18/10 11:03:36 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>ESS: eW-2 Forms Provide the ability for employees, through ESS, to print/reprint copies of their year end W-2 tax forms. Application will also allow employees and students to select a paperless option. Consent to the paperless option will also be part of the Open Enrollment process.</p>		
Core Team		
Project Manager	Project Sponsor	
Mary Donovan	Israel Ruiz	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
SE	CS	
Key Dates		
	Original	Revised
Start Date	2/1/10	2/1/10
End Date	12/31/10	11/8/10

Top Issues and Risks for the Project					
Issues		Owner	Current Status		
Risks		Impact	Probability		
Resources on the project are also involved in Appt Redesign Project and Open Enrollment. Resolved: Resources were assigned and made available - no conflicts occurred.		Large	Medium		
The paperless W-2 option is to be included in Open Enrollment. Projects have been coordinated and are scheduled to move to production together.		Medium	Medium		
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$70,000.00	\$75,000.00	0	\$58,231.25		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Plan	2/1/10	5/7/10	5/20/10	Completed
2	Design	5/10/10	6/18/10	6/18/10	Completed
3	Development	5/26/10	8/24/10	8/24/10	Completed
4	Test	8/24/10	9/21/10	9/24/10	Completed
5	User Testing	9/27/10	10/18/10	10/15/10	Completed
6	Implementation	10/18/10	11/8/10	11/5/10	Completed

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Project on time for both eW-2 and Open Enrollment. Business Owner UAT has been completed and project has been signed off by Gerry O'Toole. Application is scheduled to release to pilot group 10/25 and released to community 11/01. This schedule is in alignment with the Open Enrollment release.

497 AS: Global Template Proof of Concept

Last Update
Prepare 4/26/11 10:54:43 AM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
MIT in support of its commitment to Global Initiatives will complete a discovery project focusing on the financial structures to support administrative systems in a multi currency environment. The current system was built with limited scope and having difficulty meeting the growing demands of the Institute.		
Core Team		
Project Manager	Project Sponsor	
Siobhan Cunningham	Israel Ruiz	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM	AS	
Key Dates		
	Original	Revised
Start Date	3/22/11	3/22/11
End Date	10/3/11	10/3/11

Top Issues and Risks for the Project					
Issues	Owner	Current Status			
Lack of clear vision for project - still being negotiated with stakeholders		Not Started			
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

Scope Status
Lack of committed resources to execute project scope.
Budget/Resources Status
No budget established
Sponsor Relationship Status
VPF is driving effort, but not the only stakeholder. Will be significant effort to include all stakeholders
Project Timeline Status
current timeline is at risk due to unclear parameters for the project

496 AS: Hourly Student Appointment Automation Project -Discovery

Last Update
Execute & Control 4/23/11 12:19:30 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
The project's goal is to fully automate the processing of Hourly-paid student appointment transactions. This involves: 1. Creating a new web-based data-entry form from which student administrators will create, change and terminate hourly-paid student positions 2) Enabling SAP workflow and creating an inbox accessible from the web to allow approvers to approve or reject transactions 3) Automating the saving of transactions to SAP 4) Developing an SAP transaction log to allow the HR-Pay service center to review and resolve errors 5) Providing statistics and reporting		
Key Stakeholders: Student Financial Services Office of the Dean for Graduate Education International Students Office HR-Payroll Service Center		
Co-Sponsor: Betsy Hicks		
Core Team		
Project Manager	Project Sponsor	
Karon McCollin	Gerard O'Toole	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES, DM, SE, OI	SE	
Key Dates		
	Original	Revised
Start Date	12/2/10	12/2/10
End Date	4/30/11	4/29/11

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		
\$350,000.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Write Scope Statement	12/2/10	12/23/10	2/10/11	Completed
2	Scope Review and Sign-off	1/7/11	1/13/11	3/7/11	Completed
3	Complete Requirements	3/2/11	3/24/11	3/31/11	Completed
4	Complete Data Model	3/21/11	3/25/11	3/28/11	Completed
5	Technical Solution Decision	3/25/11	3/28/11	3/28/11	Completed
6	Requirements Review and Sign-off	3/25/11	3/31/11	4/14/11	Completed
7	Design and Implementation Assessment	4/4/11	4/29/11		Overdue
8	Project Planning Peer Review	4/15/11	4/29/11		Overdue
9	Discovery Complete	4/29/11	4/29/11		Overdue

Scope Status
Scope clearly defined and signed off. Potential requirements change: user group initially indicated they did not want a view transaction capability; however, in two subsequent discussions (requirements sign-off and design review session), it appears that this functionality may be needed. We are in process of following up with the user group.
Budget/Resources Status
Revised project budget is due to ASPCC in May. Original project budget of 350K was based on modifying existing eSPAF form on the student systems side and automating the backend. We have since changed scope/approach and will be developing a fully automated solution on the SAP side and using web dynpro.
Sponsor Relationship Status
Sponsor fully engaged.
Project Timeline Status
Initial Discovery Phase scheduled to finish on time - 4/29/2011. Project Schedule in progress.

481 AS: Pension Admin Change

Execute & Control

Last Update
4/26/11 5:00:57 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Activities associated with changing to a new Pension administrator.		
Project being Managed in Three Areas: Benefits Office (TW Interfacing) TW (Pension Outsourcer) IS&T (SAP changes)		
Core Team		
Project Manager Frank Quern	Project Sponsor Jean Samuelson	
IS&T Organizational Dependencies		
Dependencies AS	Handoffs ES	
Key Dates		
	Original	Revised
Start Date	11/1/10	10/1/10
End Date	8/1/11	9/1/11

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks					
ACS to TW Conversion Validation process has not been made visible to the MIT Team.	Medium	Medium			
Benefit Office's test plan for the TW system has not been developed/documentated.	Medium	Medium			
On-going audit reports & processes have not been identified.	Medium	Medium			
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total	Actual	Labor Cost
0	0	\$19,250.00	\$24,420.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Analysis	10/1/10	2/15/11	2/15/11	Completed
2	Design	2/15/11	3/4/11	3/4/11	Completed
3	Development	3/4/11	3/18/11	3/18/11	Completed
4	UAT	6/1/11	7/13/11		Not Started
5	Implementation	7/26/11	8/10/11		Not Started
6	TW Requirements Approved	11/29/10	12/30/10	1/27/11	Completed
7	MIT SAP Requirements Approved	3/1/11	3/1/11	2/4/11	Completed
8	1st Set of Test File to TW	3/14/11	3/14/11	3/14/11	Completed
9	Go-live with production feeds	9/1/11	9/1/11		Not Started
10	Go live with TW feed to SAP	8/25/11	8/25/11		Not Started
11	SIT Preparation	4/4/11	4/19/11	4/19/11	Completed
12	Unit Test	3/18/11	4/1/11	4/1/11	Completed
13	SIT	4/18/11	5/31/11		In Progress
14	2nd Set of Test Files to TW	4/21/11	4/21/11	4/21/11	Completed
15	3rd Set of Test Files to TW	5/6/11	5/6/11		Not Started

Scope Status
Occasionally, new information is learned that impacts the project scope. These seem to have subsided but cannot be ruled out as new rulings from legal or regulatory bodies are presented.
Budget/Resources Status
Sponsor Relationship Status
Sponsor Relationship is good. Steering committee has not been meeting on a regular basis (last meeting was 12/2010). Status meeting was held 4/25/2011. Next meeting is scheduled for 6/8/2011.
Project Timeline Status
The timeline is very aggressive given that requirements were signed 1 month late. Go live date has been renegotiated to 8/10/2011 (with data effective 8/1/2011).

489 AS: Request For Payment
1.1

Execute &
Control

Last Update
4/25/11 6:40:43
AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
Provide payment method and payment notification options for expense reimbursements to the MIT community. Includes self selection of payment method (ACH or check), ability to enter a second bank account for ACH of expense reimbursements, and selection of a payment notification when expenses are paid.		
Core Team		
Project Manager	Project Sponsor	
Robert Casey	Israel Ruiz	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS, OI	CS	
Key Dates		
	Original	Revised
Start Date	12/13/10	12/13/10
End Date	5/27/11	6/10/11

Top Issues and Risks for the Project			
Issues		Current Owner	Status
Out of the box SAP web themes do not match existing InsideMIT web application look and feel. Fonts are smaller and background colors are not the same.		In Progress	
Requirements continue to change and have impacted the time line and budget status of the project. The latest change request was made 4/19/11.		Not Started	
Usability reviews of the application web pages have driven changes to how the page is coded and presented to the user. There is one remaining issue to be corrected with respects to how the page copies information between fields.		Not Started	
Risks		Impact	Probability
SIT test cases are not as far along as expected.		Large	Medium
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
1	Requirements Gathering	12/13/10	12/29/10
2	Design & Review	12/20/10	4/29/11
3	Development	12/20/10	5/6/11
4	SIT	5/9/11	5/20/11
5	UAT	5/23/11	6/3/11
6	Rollout to production	6/6/11	6/10/11
			Rev. End
			12/29/10
			Task Status
			Completed
			Overdue
			In Progress
			Not Started
			Not Started
			Not Started

Scope Status	
4/22/11	Project scope has changed since 1/28/11 update. Business owners have requested changes to the design of the application web pages and the payment advice form. A usability review of the application web page also caused changes requiring development. Another set of changes were requested by the project sponsor on 4/19/11. These changes have been shared with the team but the results of a review by the business owners has not been shared with the IS&T team yet. Expect to meet with the business leads the week of 4/25 to conduct a review.
Budget/Resources Status	
4/22/11	Project is at ~80% of original budget. Consulting expenses nearing the contingency threshold. Next project financial review to be scheduled.
Sponsor Relationship Status	
4/22/11	The project sponsor is not happy that this project is not live. He understands there have been legitimate issues with changing requirements and usability issues. The sponsor and the business owner are satisfied that IS&T and the business team are working together to resolve these project issues.
Project Timeline Status	
4/22/11	The original timeline was aggressive. Changes to requirements and changes required to address usability issues have extended the timeline to the current go live date of 5/27/11. This timeline is soft as the project sponsor requested additional changes on 4/19/11. Set the expectation with the business project lead that once requirements are finalized we will require 6 weeks to go live.

469 CS: Athena Working Group Phase I - Public Printing Environment

Execute & Control

Last Update
1/28/11
1:06:27 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>This is the implementation project for Phase I recommendations around Athena / Public Printing coming out of the Athena Working Group as approved in Sep. 2010 by Dan Hastings, Marilyn Smith, and the MITCET.</p> <p>The project involves an infrastructure upgrade and deployment in OI for a Pharos based printing infrastructure jointly administered by MIT Enterprise Services (DSL) and IS&T. The project also involves close collaboration with key student cohorts (UA, GSC, SIPB, others) to design, pilot, and eventually deploy hold and release print stations that work for students in a public cluster and dorm environment.</p>		
Core Team		
Project Manager	Project Sponsor Dan Hastings, Marilyn Smith, MITCET	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	CS, OI	
Key Dates		
	Original	Revised
Start Date	9/17/10	9/17/10
End Date	9/30/11	9/30/11

Top Issues and Risks for the Project	
<p>Issues</p> <p>VPF was originally considering covering the cost of a scanner in W20-575. However, student input indicates that the scanners would be heavily used for artwork and materials scanning for academic use as well, not just paperwork and receipts (and the unit is more expensive than VPF expected - \$5k) so we need to look at cost sharing/finding the money in IS&T if we want to keep the scanner past the trial period.</p> <p>We encountered several integration issues specifically related to TechCash, the card system, and Pharos. The issues are being worked through but are requiring more iteration and attention than expected, both because of the many organizational dependencies (IS&T, Enterprise Services, CopyTech, MDS (VAR), and Pharos), limitations of Pharos itself, and inconsistencies of the current implementation of the card system and TechCash around diverse identities on campus.</p> <p>We saw some unexpected hardware costs for the pilot (and possibly production) that are not budgeted. Specifically we will need to buy the Pharos Omega touch panels through CopyTech rather than having them folded into a run rate for printing. There is also the possibility of incurring a cost for custom scripting from Pharos if this turns out to be necessary to work through integration issues.</p>	<p>Current Owner Status</p> <p>Overdue</p> <p>Overdue</p> <p>Overdue</p>
Risks Impact Probability	
Project Budget and Forecasts	
Budget	Estimated Expenses
0	0
Estimated Labor Cost	Total Actual Labor Cost
0	0
Key Milestones and Deliverables	
#	Name Begin Original End Rev. End Task Status

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

470 CS: Athena Working Group Phase I - Public Student Kiosk Pilots

Prepare

Last Update
1/28/11
1:21:21 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>This is the implementation project for Phase I recommendations around Athena / Public Student Kiosks coming out of the Athena Working Group as approved in Sep. 2010 by Dan Hastings, Marilyn Smith, and the MITCET.</p> <p>The project involves piloting more cost-effective public student kiosks to potentially replace the Athena QuickStations currently in use with virtualized thin clients or virtual desktops, with a goal of more narrowly targeted kiosks optimized for web, email, and printing functions.</p>		
Core Team		
Project Manager	Project Sponsor Dan Hastings, Marilyn Smith, MITCET	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	CS, OI	
Key Dates		
	Original	Revised
Start Date	9/17/10	9/17/10
End Date	9/30/11	9/30/11

Top Issues and Risks for the Project	
<p>Issues</p>	<p>Owner Current Status</p>
Risks Impact Probability	
Project Budget and Forecasts	
Budget	Estimated Expenses
0	0
Estimated Labor Cost	Total Actual Labor Cost
0	0
Key Milestones and Deliverables	
#	Name Begin Original End Rev. End Task Status

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

400 CS: Concurrent Licensing with Keyserver Phase I

Last Update
Close 9/20/10 1:37:25 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information

Provide popular software that MIT would otherwise be buying ala carte through a central concurrent license to save MIT money. This project will utilize Sassafras Keyserver (industry standard) to distribute Adobe products as they provide best return on the investment.

Core Team

Project Manager	Project Sponsor
Jonathan Hunt	Patricia Sheppard

IS&T Organizational Dependencies

Dependencies	Handoffs
OI	OI

Key Dates

	Original	Revised
Start Date	10/15/09	9/28/09
End Date	9/30/10	9/10/10

Top Issues and Risks for the Project

Issues	Owner	Current Status
Adobe has delayed the release of their Application Manager Enterprise Edition for the Mac due to a bug that was found. While fixing the bug is good for us, this delays our ability to access the work needed for keying and distributing CS5 versions of the Adobe products. We expect a patched release soon, but are hearing of other issues with the product as well.		Complete
Adobe provided installers are from Sep 08 and do not include patches since then. Adobe does not provide a tool for updating the installers, but instead recommends post installation updates or complete system disk imaging deployment. Neither of which are good solutions for us. Version CS5 installers are significantly different - as that has been released by Adobe, we are going to focus on getting it working with CS5 and let go of CS4 issues. Resolving this issue.	Jonathan Hunt	Complete
New versions of the Creative Suite and Captivate products came out from Adobe today. There is supposed to be better integration with KeyServer. We are exploring this and have reached out to Adobe through channels for additional assistance.		Complete
Providing keyed updates to the Adobe Products is a big challenge. We are working with Adobe to hopefully resolve this on version CS5 which was just released.		Complete
Resolved using wrapper developed by SWRT around Adobe Uber Install.		
The Adobe enterprise deployment tools will not provide for distributing keyed applications at the same time providing a user friendly installation experience.		
Exploring other solutions with peer institutions and vendor tech support.	Jonathan Hunt	Complete
The MSI installers created by Adobe Application Manager Enterprise Edition (replacement for Deployment Toolkit) are not deupizable using KeyConfigure from Sassafras. Adobe & Sassafras are working jointly on the issue as it impacts all CS5 installs.		Complete

Risks	Impact	Probability
Low availability of installer writer resource may further delay project and limit what options we can leverage.	Large	Medium

Project Budget and Forecasts

Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
\$55,400.00	\$40,000.00	0	\$2,615.00

Key Milestones and Deliverables

#	Name	Begin	Original End	Rev. End	Task Status
2	Acquire KeyServer License	10/5/09	10/14/09	10/21/09	Completed
3	Acquire Adobe Concurrent Licenses	10/5/09	10/9/09	10/30/09	Completed
5	Acquire Server KeyServer Infrastructure Deployed	10/5/09	10/9/09	10/15/09	Completed
7	Form Advisory Committee	11/2/09	11/2/09	10/21/09	Completed
9	Develop IS&T Deployment Plan	11/27/09	12/9/09	12/4/09	Completed
10	Review IS&T Deployment Success	11/16/09	11/30/09	11/30/09	Completed
11	Present Results to IS&T Leadership	12/1/09	12/21/09	12/21/09	Completed
13		12/4/09	1/15/10	1/15/10	Completed
16		9/10/10	9/10/10	9/10/10	Completed

Scope Status

Scope to deliver pilot of Adobe products within IS&T under concurrent licensing. We have deployed CS4 and CS5 to the IS&T pilot community, as well as patched and updates for the various products in the CS suite. There have been a handful of installation issues, but once installed, keyed concurrent licenses are working great for the pilot users.

RIO, lessons learned, and plan for Phase II presented to Customer Support Ad and Manager of Help Desk 8/23. Presented to Head of IST on 9/17. Green light to proceed with Phase II.

Budget/Resources Status

SWEB \$10,800
SW \$38,400 (down from \$40,000)
HW \$5,775 (up from \$4,620)

ROI will include estimated costs for scaling to all faculty/staff at MIT including labor costs associated with CS5 versions going forward.

Sponsor Relationship Status

Meet every two weeks for updates.

Project Timeline Status

Timeline moved out about three months. Delays due to technical challenges encountered with Adobe deployment tools. Formed small advisory committee to select appropriate solution for IS&T. IS&T pilot needed to run longer than anticipated to capture meaningful data.

459 CS: Concurrent Licensing with Keyserver Phase II

Execute & Control
Last Update
4/25/11 9:27:47 AM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information

Building upon the Phase I success, we are expanding the pilot and continuing the project to continue to learn about the costs and requirements of providing keyed concurrently licensed software to the community.

The goals are to confirm the 20:1 concurrent licensing ratios and demonstrate that keyed concurrent software can cost effectively provide another option for IS&T when choosing how to license and distribute software for MIT.

Results so far support the findings of 20:1 concurrent license ratios and Keying the Adobe Software has been manageable with pilot resources and would be a cost saving way to deploy the Adobe suite of software to the community if we can identify the resources to maintain the keyed software.

Core Team

Project Manager	Project Sponsor
Jonathan Hunt	Patricia Sheppard

IS&T Organizational Dependencies

Dependencies	Handoffs
SE, CS, OI	CS, OI

Key Dates

	Original	Revised
Start Date	9/20/10	9/20/10
End Date	6/30/11	6/30/11

Top Issues and Risks for the Project

Issues	Current Owner	Status
Adobe MIT to spend more money for their software. Adobe does not allow concurrent licenses use on personal/student owned machines without an expensive (\$100K/product) site license. We are working with EDUCAUSE partners to encourage Adobe to change their academic licensing terms.		Overdue
Need an advocate for Adobe software to move the new products through the IS&T Software Release Process. Adobe CS and Acrobat currently do not have an advocate to shepherd them through the process.		Not Started
No available resources exist in IS&T that could provide the release engineering to maintain the keyed Adobe software in production. SWRT (SE) and VSLS (CS) were likely homes, but neither have skills or resources to meet the need presently.		Not Started

Risks	Impact	Probability
Adobe has changed the installer packaging for Acrobat Pro X on Macs such that previous methods for keying the app within the distribution no longer work. We have worked with Sassafrass on a solution and anticipate a new version of the KeyServer will solve this problem later this spring. A similar problem was encountered last year with Windows Creative Suite installers that was solved by Sassafrass successfully.	Medium	Low

Project Budget and Forecasts

Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
\$41,000.00	0	0	0

Key Milestones and Deliverables

#	Name	Begin	Original End	Rev. End	Task Status
2	Negotiate with Adobe for Student Dreamweaver	9/20/10	9/29/10		Overdue
5	Communication Plan	10/18/10	11/3/10	11/3/10	Completed
6	Explore EndNote Concurrent License	10/11/10	11/15/10		On Hold
8	Extend Pilot	12/1/10	1/31/11	1/31/11	Completed
9	Deploy Adobe Suite to Bldg 37 Cluster	4/11/11	4/11/11	4/11/11	Completed
10	Maintain Keyed Software	9/20/10	6/30/11		In Progress
11	Evaluate Pilot	3/1/11	4/25/11		Overdue
12	Go/No Go Decision	6/15/11	6/15/11		Not Started
13	Close Out Pilot	6/30/11	6/30/11		Not Started

Scope Status

We have successfully deployed Adobe CS5 Suite, Captivate 5 and Acrobat Pro view a keyed concurrent license to IS&T staff, OEIT and limited Sloan testers and the Building 37 Cluster for students. We have delayed looking at EndNote until a decision is reached about resources to deploy keyed software to MIT is made.

Budget/Resources Status

FY11 Costs
SWEB 23,500
Consultants 0
Software 12,874
Equipment 0
Other 4,620

Total 40,994

(FY10 costs are part of the Phase I project and not included here)

Sponsor Relationship Status

Sponsor meeting monthly and additional communication as needed

Project Timeline Status

The deployment to the Building 37 cluster was delayed because of outside resource limitations to test, but that has since been resolved and completed. We are also deploying to the public windows machines in W20 for further student testing.

488 CS: Hermes Upgrade

Last Update		Timeline Status	Scope Status	Budget Status	Sponsor Status
Initiate	1/24/11 3:09:53 PM	Current		None	

Project Information		
The version of Confluence (v.2.8.2) on which Hermes runs needs to be upgraded.		
NOTE: NOT FOR FEB 2011 PROJECT REVIEW. Intended as a placeholder only at this time. (Jan '11)		
Core Team		
Project Manager	Project Sponsor Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS	CS	
Key Dates		
	Original	Revised
Start Date	7/1/11	7/1/11
End Date	10/28/11	10/28/11

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	
Key Milestones and Deliverables				
#	Name	Begin	Original End	Rev. End Task Status

Scope Status	
Budget/Resources Status	
None	
Sponsor Relationship Status	
Project Timeline Status	

472 CS: MIT Alert Upgrade

Execute & Control

Last Update		Timeline Status	Scope Status	Budget Status	Sponsor Status
	10/18/10 4:52:47 PM	Current			

Project Information		
MIT Alert is the name used to describe MIT's "reverse 911" system for notifying the community of critical life safety events that require the community to take some action. Examples might include a significant campus criminal event (shooter on campus) or a chemical spill. Today Staff and Students may register their non-MIT email addresses and cell phones to receive alert messages. However members of the community who are not formal staff or students may not register (example: spouse of on-campus student). This project is about upgrading MIT Alert to be able to accommodate this wider campus community. Another important goal is to provide a separate redundant system with minimal dependency on enterprise infrastructure to help ensure continued operation even during times of "stress" such as a significant power failure, flood, etc. in the Cambridge and Boston area.		
Core Team		
Project Manager	Project Sponsor Bill VanSchalkwyk	
Jeffrey Schiller		
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, CS, OI	AS, ES, CS, OI	
Key Dates		
	Original	Revised
Start Date	6/1/10	6/1/10
End Date	12/31/10	12/15/10

Top Issues and Risks for the Project				
Issues Owner Current Status				
Data Ownership and Sponsorship: This project is sponsored by Environment Health and Safety. The project sponsors were engaged and consulted throughout its development. However HR expressed some unhappiness that they were not directly in the loop. Overdue				
Functionality Regression: In the previous system Administrative Assistants were able to edit emergency contact information for other staff. This isn't currently possible. An item for future consideration is restoring this capability. Overdue				
Risks Impact Probability				
Project Budget and Forecasts				
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost	
\$10,000.00	0	0	0	
Key Milestones and Deliverables				
#	Name	Begin	Original End	Rev. End Task Status
1	Data Consolidation	6/1/10	10/15/10	10/15/10 Completed
2	MIR3 Integration	10/18/10	11/30/10	Overdue
3	SMS Test Notification	10/18/10	12/15/10	Overdue

Scope Status	
Budget/Resources Status	
FY10 Budget: \$350 SWEB - \$350 (PM only) FY10 sub-total: \$350	
FY11 Budget: \$9,650k SWEB - \$8,174 Consultants - \$1826 (Mark Prudden) FY11 sub-total: \$9,650	
TOTAL PROJECT BUDGET: \$10k	
Sponsor Relationship Status	
Project Timeline Status	

428 CS: Request Tracker 3.8 Upgrade	Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
	Close 4/4/11 1:15:23 PM	Current			

Project Information		
<p>This project will incorporate critical MIT customizations and features into 3.8 core code. The scope of the work includes building a test environment that replicates production, developing a set of tools that enable us to replicate real life business scenarios and track system performance. The team will conduct load and performance testing to ensure a smooth transition to 3.8 as well as perform integrity testing. We will also develop and recommend an enterprise support model for RT going forward.</p>		
Core Team		
Project Manager Barbara Johnson	Project Sponsor Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	5/3/10	5/12/10
End Date	1/31/11	2/18/11

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		
\$182,960.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Sign Contract with Best Practical	5/12/10	5/28/10	5/28/10	Completed
2	Begin Code Development	6/11/10	6/11/10	6/11/10	Completed
3	Delivery of 3.8 Code for Testing	7/20/10	10/26/10	10/26/10	Completed
4	Preliminary testing of completed code	8/20/10	10/12/10	10/12/10	Completed
5	Develop Test Plan	9/1/10	10/1/10	10/1/10	Completed
6	Test Scripts Writing	9/21/10	11/12/10	11/12/10	Completed
7	Create test server vm	9/21/10	9/22/10	9/22/10	Completed
8	Create Communication Plan	11/15/10	1/10/11	1/10/11	Completed
9	Develop Support Plan	11/1/10	12/31/10	12/31/10	Completed
10	Documentation and Training	10/15/10	12/30/10	12/30/10	Completed
11	Load testing	8/20/10	1/7/11	1/7/11	Completed
12	End User Testing	10/18/10	1/7/11	1/7/11	Completed
13	System Implementation	1/14/11	1/17/11	1/17/11	Completed
14	Project Close Out	1/24/11	2/18/11		Overdue

Scope Status
<p>*Cutover weekend 1/21 - 1/23</p> <ul style="list-style-type: none"> - Extremely smooth and well executed - The new system was up 1 day ahead of schedule. - Gave us an additional day to work out a few minor fixes, updates, system configuration to better position us for the start of the work week. <p>This week 1/24 - 1/28</p> <ul style="list-style-type: none"> - Oliver is the primary contact for questions on new RT during this go-live period. As expected, minor issues coming up related to access rights, moira list memberships, queue permissions. Some questions regarding new interface and how to reset familiar features. - We are documenting repeat questions in Hermes articles (Barbara, Oliver) - Capturing and managing requests via tooltime queue (Barbara, Oliver) - Demo / Q&A sessions: Wed. 1/26 - Benefits Office, Thurs. 1/27 - VPF, Mon. 1/31 - IS&T business systems analysts (requested via Sharron Sawyer, from QA) - System performance analysis in progress to assess load handling. To be addressed (by mid-February) - Few minor bug fixes which surfaced this week. - DW extract load times slow. Assessment and fix in progress (MIT sys admins) - Need to schedule some off-hours database tuning tasks (Best Practical, MIT sys admins). This includes content indexing, which will enable full text searching. These pending task do not impede current system usage. Should be completed by mid-February.
Budget/Resources Status
<p>Contract with Best Practical executed in FY10. FY11 budget reflects only internal IST resources.</p> <p>SWEB \$39,1K Consultants \$0 SOSC Charges \$10,350 TOTAL BUDGET: \$49,450</p>
Sponsor Relationship Status
Project Timeline Status

487 CS: RT 4.0 Effective Utilization	Initiate	1/31/11 2:49:54 PM	Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
			Current				

Project Information		
As the RT 3.8 project concludes the ticket tracking system is upgraded to RT version 4.0.		
Next, there are tasks to be defined and addressed by new functionality as well as issues raised during the upgrade project. This includes important overall questions such as the ongoing stewardship and maintenance of the ticket tracking system as an enterprise wide service.		
Tentative project goals:		
- Exploit new functionality and make most effective use for the Help Desk		
- Determine needs for RT consulting services for users. To enable better use among larger RT community.		
- Develop and implement archiving strategy		
- Clarify support model and support roles for RT (links to service catalog work)		
Core Team		
Project Manager	Project Sponsor	
Barbara Johnson	Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS	CS	
Key Dates		
	Original	Revised
Start Date	2/1/11	1/28/11
End Date	6/30/11	5/2/11

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		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Assess future doc and training needs	2/15/11	3/29/11		Overdue
2	Exploit new functionality	2/1/11	4/1/11		Overdue
3	Stock Replies pilot	2/7/11	3/7/11		Overdue
4	Enhance and clarify support model and roles	2/15/11	4/15/11		Overdue
5	Develop and implement ticket archiving strategy	3/1/11	5/2/11		Overdue
6	Enhancement Requests	1/28/11	1/28/11		Overdue
7	Quote requested for CSS style sheet work	1/28/11	1/28/11		Overdue

Scope Status	
- RT roll out 1/24/2011.	
- Finishing up few remaining tasks related to the roll out.	
Next steps:	
- Verify any issues to be reported to BP have been	
- Finish remaining Hermes articles from kick off week.	
- Meet with HD managers to plan stock replies pilot and discuss project team membership	
Budget/Resources Status	
Budget impact tba. Certain components will require budget requests to be made, i.e. any additional work with Best Practical.	
Sponsor Relationship Status	
Project Timeline Status	

495 CS: Structured Escalations Pilot	Prepare	1/28/11 12:21:30 PM	Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
			Current				

Project Information		
To streamline several common escalation processes improving consistency, accountability and communications and removing key causes of delay and confusion. This project if successful would help reinforce organizational unity (One IS&T) to the customer.		
Key structured escalations characteristics:		
- self-guided		
- checklist based		
- consistent		
- broadly available (i.e. eventually rolled out for use by key IT colleagues)		
Initial candidates for pilot: Stellar, Exchange, Payroll		
Systems support of structured escalations may require simple web app development and/or enhancements to existing systems.		
Initial pilot implementation targeted for year-end may not scale beyond the pilot and may require additional investment in existing or new tools. Pilot will include assessment of effectiveness of structured escalations compared to the status quo and will attempt to quantify the value to make the case for additional investment and improvement going forward.		
Core Team		
Project Manager	Project Sponsor	
Barbara Johnson	Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS	AS, ES, OI	
Key Dates		
	Original	Revised
Start Date	2/5/11	2/10/11
End Date	4/28/11	6/27/11

Top Issues and Risks for the Project					
Issues Owner Current Status					
In early June.					
Will impact availability of staff and potentially meeting space while we adjust to the new environment.					
Overdue					
Kick off meeting introduced some new ideas that may cause us to revisit scope and project definition. Will take some additional time to evaluate and may push the project time line out.					
Overdue					
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	Define Scope	2/10/11	2/25/11		Overdue
2	Assessment of current escalations	2/25/11	3/25/11		Overdue
3	Assign project team resources	2/14/11	2/18/11		Overdue
4	Create prototype functionality for one of the areas targeted	3/14/11	4/15/11		Overdue
5	Evaluate new process(es)	4/18/11	4/22/11		Overdue
6	Refine prototype	4/25/11	5/6/11		Not Started
7	Begin pilot use of prototype	5/30/11	5/30/11		Not Started
8	Project Close including assessment	6/27/11	6/27/11		Not Started

Scope Status	
Budget/Resources Status	
Sponsor Relationship Status	
Project Timeline Status	

**378 CS: Ticketing Tool
Discovery**

**Execute &
Control**

**Last Update
6/28/10 1:18:52
PM**

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>The current ticketing tool (Request Tracker) utilized by IS&T as well as members of the MIT community supports functions such as issue tracking, inventory, billing support, HR/Payroll support and change management. Request Tracker (RT) has seen enterprise adoption, but is not resourced as such. Since IS&T has not established ticket/issue tracking as a formal service offering, the question remains, "Should ticket tracking be a tool for IS&T internally or be supported as a service for the community".</p> <p>This project will document the current use of RT by both IS&T and the MIT community, examine the technological landscape, dependencies, integration points, and provide a foundation for decision making as to what the future of our ticket tracking tool should be.</p> <p>This project has a large Institute impact due to the fact that IS&T currently supports this tool for not only internal use, but also 30% of departments with roughly 1,800 agents for their individual issue tracking needs..</p>		
Core Team		
Project Manager	Project Sponsor Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, CS, Admin	OI	
Key Dates		
	Original	Revised
Start Date	10/8/09	10/8/09
End Date	6/30/11	6/30/11

Top Issues and Risks for the Project						
Issues Owner Current Status						
Risks						
No organizational decision on the future of ticket tracking as a service.		Large	Medium			
Request Tracker is currently being used as an enterprise wide service but is not being resourced on that level.		Medium	Medium			
Project Budget and Forecasts						
Budget	Estimated Expenses	Estimated Labor Cost	Total Labor Cost	Actual Labor Cost		
\$17,609.00	0	0	0	0		
Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Establish Steering Committee	10/8/09	10/8/09	11/30/09	Completed	
2	Scope Statement	10/8/09	11/30/09	11/30/09	Completed	
3	Foundations Document Outline	10/22/09	11/10/09	11/30/09	Completed	
4	Resource Commitment	11/23/09	1/7/10	1/7/10	Completed	
5	IS&T Outreach and Data Gathering	1/8/10	5/17/10	5/17/10	Completed	
6	MIT Community Outreach & Data gathering	1/3/11	5/9/11		In Progress	
7	Clean Up RT Foot Print	1/11/10	5/23/11		In Progress	
8	Draft Assessment and Analysis	3/8/10	5/30/11		In Progress	
9	Finalize Assessment and Analysis	3/29/10	6/30/11		In Progress	

Scope Status
Project has gone from an evaluation of ticketing tools to a discovery project that will provide senior staff with a foundation for decision making in regards to risk management and mitigation for the current ticketing system.
Budget/Resources Status
This project is an evaluation that will be completed with internal IST staff, but due to resource constraints this effort will be executed with minimal resources.
Sponsor Relationship Status
Sponsor has made this a CSS priority project.
Project Timeline Status
Project time line has been extended due to change in scope and resourcing. IS&T analysis will be done in May and presented to the Steering Committee. The MIT Community analysis will be done in September.

423 DM: DW Reporting Tool Selection Project

Execute & Control
Last Update: 5/20/10 10:10:58 AM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
Identify a reporting tool to replace BrioQuery to satisfy MIT's reporting needs.		
Core Team		
Project Manager Amon Horne	Project Sponsor Doreen Morris	
IS&T Organizational Dependencies		
Dependencies DM	Handoffs DM	
Key Dates		
	Original	Revised
Start Date	1/4/10	1/4/10
End Date	5/14/10	10/29/10

Top Issues and Risks for the Project					
Issues		Current Owner Status			
#1 Primary issues identified by the survey and steering committee are related to data structure as opposed to tool functionality. Mitigation: Will be addressed in a follow on project. Overdue					
Risks		Impact Probability			
#1 Selection of the product by the Steering Committee that meets the business needs may differ from the best fit Technically. Technical Review is being done by IST.		Medium	Medium		
#2 The timeline may need to be adjusted to accommodate the schedules of Steering Committee Members. This is at the request of the project sponsor.		Medium	High		
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	RFP Creation & Review	1/4/10	1/11/10	1/11/10	Completed
2	RFP Distribution to Vendors	1/12/10	1/12/10	1/12/10	Completed
3	Vendor Intent to Respond	1/18/10	1/18/10	1/18/10	Completed
4	Vendor Proposals Due	2/12/10	2/12/10	2/12/10	Completed
5	Proposal Reviews	2/22/10	4/2/10	4/2/10	Completed
6	Notification of Product Demonstrations	4/2/10	4/2/10	4/2/10	Completed
7	Vendor Presentation & Assessment Testing	5/24/10	6/16/10	6/16/10	Completed
8	Recommendation available for Management	10/11/10	10/11/10		Overdue
9	Vendor Negotiation	9/7/10	10/29/10		Overdue

Scope Status	
This project is to evaluate a next generation reporting platform which ultimately may replace BrioQuery.	
Budget/Resources Status	
Sponsor Relationship Status	
Sponsor: Doreen Morris	
Steering Committee: Heather Williams (CoChair) School of Science Mary Weisse (CoChair) IST	
Maija Ahlquist Joe Beauregard Brian Canavan Rebecca Chamberlain John Donnelly Jean Dzengeleski Amon Horne Caroline Johnston Magdalene Lee Chuck Pizzano Kariuki Thande Justin Wade	IST Sloan Registrar's Office Architecture VP for Finance Office of the Provost IST Mech E VP for Finance Human Resources SHASS CSAIL
Project Timeline Status	
Project time line is currently extended by four weeks due to Risk #2.	

342 DM: Kerberos Logins to Warehouse

Execute & Control
Last Update: 9/15/10 5:12:54 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
Convert the data warehouse from database username/password to Kerberos logins via Radius.		
Core Team		
Project Manager Scott Thorne	Project Sponsor Mary Weisse	
IS&T Organizational Dependencies		
Dependencies CS	Handoffs CS	
Key Dates		
	Original	Revised
Start Date	6/1/09	6/4/09
End Date	8/28/09	8/31/10

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		
\$6,600.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
2	Build Oracle 11g Installer	6/4/09	6/4/09	6/9/09	Completed
3	Test/Revise Oracle 11g Installer	6/18/09	6/18/09	7/2/09	Completed
4	Deploy Oracle 11g Installer	2/1/10	2/1/10		Overdue
5	Initial Notice to Community	10/30/09	10/30/09		Overdue
6	Complete switch to Kerberos username/password	2/19/10	2/19/10		Overdue
7	OS X sqlnet.ora installer/generator	10/30/09	10/30/09		Overdue

Scope Status	
Budget/Resources Status	
SWEB \$6,600	
Sponsor Relationship Status	
Project Timeline Status	

**422 DM: Reporting & Forecasting Tool (Raft)
- Phase II**

**Execute &
Control**

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

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information

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:

- 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)

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.

Phase II includes:

- Extension and development of additional functionality to support departmental needs. This includes:
 - * COEUS Proposal and Award Budgets
 - * COEUS Rate integration
- 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

Project Manager	Project Sponsor
Amon Horne	Claude Canizares

IS&T Organizational Dependencies

Dependencies	Handoffs
DM	CS

Key Dates

	Original	Revised
Start Date	2/22/10	3/1/10
End Date	1/31/11	9/26/11

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		Complete
Scenario Functionality		
Users have confirmed that the scope for the scenario component is correct but have specific issues in regards to requirements need to review with Steering Committee + Testing Team & Focus Groups		
Impact: Usability/Functional Match		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

Risks Impact Probability

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	4/7/10	6/1/10	Completed
2	Design	4/12/10	5/31/10	5/31/10	Completed
3	RAFT PI: Release 1.2	4/15/10	4/15/10	4/15/11	Completed
4	Release 1 (Internal)	10/26/10	10/26/10	10/26/10	Completed
5	Release 2 (Internal)	12/23/10	12/23/10	12/23/10	Completed
6	Release 3 (Internal)	4/22/11	4/22/11		Overdue
7	Scenarios Focus Group	5/2/11	5/10/11		Not Started
8	Scenarios Development	5/9/11	5/30/11		Not Started
9	Scenarios Deployment	6/1/11	6/7/11		Not Started
10	Base Deployment Testing	5/9/11	5/9/11		Not Started
11	Internal Deployment/Testing	6/6/11	6/6/11		Not Started
12	Client Onboarding process begins	6/13/11	6/28/11		Not Started
13	COEUS: Initial Public Deployment	7/1/11	7/1/11		Not Started
14	External Deployment	7/5/11	7/5/11		Not Started
15	Accelerated Client training/rollout	7/5/11	9/12/11		Not Started
16	Full Deployment RAFT Steady State Transition	9/26/11	9/26/11		Not Started

Scope Status

In review with sponsor/key stakeholders:
* All scope for PII except for scenarios complete
* Scenario functionality identified and confirmed with SC

This item will get reviewed in release 3

Budget/Resources Status

Budget utilization is increased due to use of consultants.

Sponsor Relationship Status

On track.
Strong Steering Committee support
Strong core sponsor support

Project Timeline Status

Timeline pushed out due to:
Resource constraints:
Resource constraints have been resolved.

396 DS - DDM Asset Recovery

Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
Close 6/1/10 3:03:41 PM	Current			

Project Information		
This project focuses on how DDM will handle the Asset Recovery of the old computer equipment that the DDM Team receives.		
Core Team		
Project Manager	Project Sponsor Chris Lavallee	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	OI	
Key Dates		
	Original	Revised
Start Date	5/15/09	5/15/09
End Date	6/30/10	6/30/10

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks	Impact	Probability			
If the Audit, Legal, ITSS, or Property Office have any issues with the asset disposal process or vendor, there may be changes in the proposal required. These may result in increased costs or not being able to implement a plan.	Large	Medium			
Over the years, when we renew a 3 year old machine we have not made mandatory the recovery the old machine. We need to implement this policy for this plan to be feasible.	Large	Medium			
The Preliminary Report for the Institute-wide Task Force mentions in several areas the need for MIT to centralize and standardize the purchasing and management of hardware at MIT. These decisions will have profound impact on how MIT handles Asset Disposition moving forward.	Large	Medium			
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$7,977.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Dell Asset Recovery Pilot	5/15/09	7/10/09	7/10/09	Completed
2	Converge virtual Pilot	8/20/09	8/27/09	8/27/09	Completed
3	Dell and Converge Pilot Data analysis	9/11/09	9/18/09	9/18/09	Completed
4	Converge Asset Recovery Pilot	11/23/09	1/22/10	3/2/10	Completed
5	Apple Pilot	5/14/10	6/18/10	6/18/10	Completed
6	Work with Property Office on Asset Recovery process	12/14/09	1/29/10	2/18/10	Completed
7	Work with Procurement on Asset Recovery process	12/14/09	6/18/10		Overdue
8	Work with Facilities on Asset Recovery process	12/14/09	6/18/10		Overdue
9	Work with IS&T's ITSS on Security/Data process	12/21/09	6/18/10		Overdue
10	Complete Project Analysis	6/7/10	6/25/10		Overdue
11	Present Asset Recovery Project to Marilyn Smith	6/21/10	6/25/10		Overdue
12	Submit final recommendation	6/28/10	6/30/10		Overdue

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Apple came into the mix with their Apple Recycles program. Chuck is now working with Apple on a pilot for asset recovery, and this has moved the estimated timeline to April 30, 2010.

501 ES: Digitizing Forms and Petitions Assessment

Execute & Control

Last Update
4/22/11
10:22:55 AM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>The objectives of the Assessment phase are:</p> <ul style="list-style-type: none"> - Gather requirements for the 5 selected forms in each of the business areas - Map requirements to the capabilities of the OS workflow tool - Identify potential functionality across forms (landing page, messaging, notification) - Evaluate requirements and formulate options 		
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	1/17/11	1/17/11
End Date	6/17/11	6/17/11

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		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Create and Finalize Requirement Documents	1/17/11	6/17/11		In Progress
2	Map requirements to Workflow tool	4/11/11	5/31/11		In Progress
3	Create Implementation Plan	6/1/11	6/17/11		Not Started

Scope Status
Assessment project scope has been reviewed with stakeholders, sponsors and SSSC. Implementation scope will be reviewed after the assessment phase
Budget/Resources Status
Project is in the Assessment phase. Project is within budget
Sponsor Relationship Status
Sponsors are engaged and are working with the team
Project Timeline Status
Project is in the Assessment phase, expected to be completed by June 17. Work done to-date - Met with business users in OFS, Registrar, SFS, and UAAP, ODGE - Created draft requirement documents for Add/Drop, HASS Concentration and Credit Balance Authorization - Working on requirements for Late Add/Drop and Graduate Student Petitions - Comparing roles and requirements across forms - Identifying common functions and workflows - Mapping requirements to Open Source workflow capabilities matrix

427 ES: Electronic Document Integration w/ Stargate

Close Last Update
12/15/10 9:26:59 AM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status
	None	None	None	None

Project Information		
<p>This project will allow the Undergraduate Admissions Office to enhance their current document imaging process by integrating their scanning operation with the Stargate application. Successful completion of this project will bring UA 90% of the way toward a paperless admissions process.</p> <p>Project will be released in 3 phases:</p> <p>Phase 1 MyMIT: target release 7/15 Phase 2 Stargate: target release 9/15 Phase 3 Outside Readers: target release 11/1</p> <p>*Key milestone dates reflect end dates for all three phases.</p>		
Core Team		
Project Manager	Project Sponsor	
Madge Lewis	Stu Schmill & Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	4/1/10	4/1/10
End Date	11/17/10	11/5/10

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		
\$125,000.00	0	0	\$70,510.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Business Analysis	4/1/10	6/17/10	6/17/10	Completed
2	Design	4/1/10	6/14/10	6/9/10	Completed
3	Development	5/13/10	10/8/10	10/8/10	Completed
4	QA	4/1/10	10/27/10	10/27/10	Completed
5	User Testing	6/28/10	10/27/10	10/27/10	Completed
6	Implementation	7/12/10	11/5/10	11/5/10	Completed

Scope Status
None
Enhancement to Stargate archive functionality determined to be out of scope. Requirements have been documented as part of this effort however and it will be added to FY'11 support.
Generating labels for incoming documents has been removed from scope per UA request.
Budget/Resources Status
None
No issues to report.
Sponsor Relationship Status
None
No issues to report.
Project Timeline Status
None
Phase 1 deployed on time Phase 2 deployed on time Phase 3 revised release date of 11/15/10

453 ES: Electronic Transcript Analysis

Last Update
Close 11/4/10 11:03:0 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information

This project covers the selection and implementation of a system to handle the request and delivery of electronic transcripts. This would allow users the ability to request and pay for an electronic copy of their transcript, which would be stored and delivered through a secure server using encryption and digital signatures for verification. This system is for use by the Registrar's Office in the delivery of MIT transcripts for current or former students, as opposed to the Admissions Office in the receipt of transcripts for entering students.

The project is broken out into two phases, analysis and implementation. Analysis will include the documentation of MIT's requirements, estimates for both in-house and third-party solutions, and a recommendation for a path to implementation. The analysis phase is scheduled to run through September 2010.

Core Team

Project Manager	Project Sponsor
Madge Lewis	Mary Callahan/Eamon Kearns

IS&T Organizational Dependencies

Dependencies	Handoffs
ES	ES

Key Dates

	Original	Revised
Start Date	8/23/10	7/8/10
End Date	11/23/10	11/23/10

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
\$37,840.00	0	0	0

Key Milestones and Deliverables

#	Name	Begin	Original End	Rev. End	Task Status
1	Business Analysis	7/8/10	11/23/10	10/29/10	Completed

Scope Status

No issues.

Budget/Resources Status

No data available.

Sponsor Relationship Status

No issues.

Project Timeline Status

Timeline for analysis phase extended through contract negotiations.

476 ES: Electronic Transcript Implementation

Execute & Control

Last Update
4/23/11 5:57:30 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information

This project covers the implementation of a third party service to handle the request and delivery of electronic transcripts. This would allow both current and former students the ability to request and pay for an electronic copy of their transcript, which would be stored and delivered through a secure server using encryption and digital signatures for verification. The project was broken out into two phases, analysis and implementation. The analysis phase completed in October 2010 with the selection of a third party solution provider. As part of this implementation we will be automating transcript processing for the majority of orders thereby reducing manual labor in both the SSC and the Registrar's Office.

Core Team

Project Manager	Project Sponsor
Madge Lewis	Mary Callahan

IS&T Organizational Dependencies

Dependencies	Handoffs
ES	ES

Key Dates

	Original	Revised
Start Date	11/4/10	12/8/10
End Date	8/2/11	8/2/11

Top Issues and Risks for the Project

Issues **Current Owner Status**

Although not serious yet, it is becoming increasingly difficult to obtain stakeholder's time given his involvement in three other high priority projects. In addition, from mid-May through early June, Registrar resources will be much less available due to commencement and end of term activities. The project schedule is extremely tight with no available slack. Madge Lewis Overdue

The project sponsor wants a July implementation; the current schedule provides for deployment on 8/2 which will be satisfactory. However this means that testing must occur in July which puts it in direct conflict with other higher priority projects for the Registrar's office. Madge Lewis Overdue

Risks **Impact Probability**

Ability to deliver this solution in July is at risk due to 1) no slack in the timeline 2) concerns over business side resource availability and 3) multiple high-priority projects in conflict. Medium High

Mitigation: proposal to be discussed with Sponsors on 4/28.

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
	Business				
1	Analysis	12/8/10	1/26/11	1/26/11	Completed
2	Design	1/24/11	5/9/11		In Progress
3	Development	2/11/11	7/14/11		In Progress
4	QA	5/16/11	7/21/11		Not Started
5	User Testing	7/21/11	7/28/11		Not Started
6	Implementation	7/28/11	8/2/11		Not Started

Scope Status

No current scope issues.

Budget/Resources Status

No current budget issues.

Sponsor Relationship Status

Sponsor relationship is good.

Project Timeline Status

The timeline is in yellow due to the documented issues regarding resource availability and multiple projects in conflict in July. Meeting with Sponsors to come to a resolution scheduled for 4/28.

Last Update		Timeline Status	Scope Status	Budget Status	Sponsor Status
471 ES: Java 6 Upgrade	Execute & Control 12/14/10 1:36:35 PM	Current			

Project Information		
<p>The purpose of this project is to upgrade some of the existing Java Applications to Java 1.6, Oracle 10.1.3, Spring 3.0 (as applicable) and the Common SAIS framework (as applicable). We are talking to Edgerock technologies (vendor) who will be implementing the upgrade project. We have done a demo of the applications prioritized to be in the upgrade and are awaiting time and cost estimates from the vendor. The following applications have been prioritized</p> <ol style="list-style-type: none"> 1. academic-bgr-project 2. academic-camemail-project 3. academic-teamarc-project 4. academic-testscores-project 5. dsl-adm-grad-project 6. dsl-asa-project 7. mitsis-web-project 8. academic-xp 9. common-userauthorization-project 		
Core Team		
Project Manager	Project Sponsor	
	Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	7/5/10	12/1/10
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					
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	12/1/10	1/31/11		Overdue
2	Development	1/10/11	6/30/11		Not Started
3	Test	2/1/11	6/30/11		Not Started
4	User Testing	2/28/11	6/30/11		Not Started
5	Implementation	3/1/11	6/30/11		Not Started

Scope Status
We are working with a vendor to determine the scope for upgrading the applications to Java 1.6
Budget/Resources Status
The budget for the project will be finalized when we get an estimate from the vendor for the upgrade tasks
Sponsor Relationship Status
Sponsor has been involved in the project and provided guidance and escalation as needed.
Project Timeline Status
The timeline for the project will be finalized when we get an estimate from the vendor for the upgrade tasks

Last Update		Timeline Status	Scope Status	Budget Status	Sponsor Status
425 ES: Online Grading 1.0	Close 1/26/11 2:58:27 PM	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, grade entry import, summary pages, reports, user setup, grading periods and will go live for the January IAP term 2011 and will include 4 departments (Architecture, Foreign Languages, Physics and Sloan). The project milestones reflect this Phase.</p> <p>Phase 2 will include enhancements to the UI design, Special Report Sheets and 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	1/11/11

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		
\$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	11/12/10	Completed
4	User Testing	11/1/10	12/10/10	12/10/10	Completed
5	Implementation	12/13/10	1/11/11	1/11/11	Completed

Scope Status
The application has been approved for deployment on 12/15 by the sponsors
Budget/Resources Status
The project is currently on budget
Sponsor Relationship Status
Sponsors have provided their official sign-off for the application to be deployed to production on 12/15.
Project Timeline Status
The project has been signed off for deployment on 12/15 by the sponsors
We will be launching the application on 12/15. Departmental Administrators are expected to start using the application mid-January 2011 for the IAP term.
Phase 2 design will begin in January 2011.

491 ES: Online Grading
1.1
Execute & Control
Last Update
1/28/11 2:12:17 PM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>The project includes making updates to the existing Online Grading application including bug fixes and minor requirements for the Spring Term (Release 1.1)</p> <p>The final project phase which includes rewriting the Batch Grading application from Pro C to Java Spring Batch, Special Reports, Medium and Low priority issues is a separate effort (Release 2.0). This project is in the design phase.</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	1/3/11	1/3/11
End Date	6/30/11	5/13/11

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		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Design	1/3/11	2/8/11		Overdue
2	Development	1/24/11	3/4/11		Overdue
3	Test	3/7/11	3/31/11		Overdue
4	User Testing	4/1/11	4/22/11		Overdue
5	Implementation	4/25/11	5/13/11		Not Started

Scope Status
High Priority issues for each of the application modules (Gradesheet, Grading periods, Summary, Reports) will be fixed. Users have prioritized the items and the development team is working on these. Sign-off on the issues list for Release 1.1 is expected by 2/4
Budget/Resources Status
Project budget is as planned.
Sponsor Relationship Status
Good working relationship with the sponsors. They respond to escalated issues and risks
Project Timeline Status
Team is working towards resolving the high priority issues. Sign-off on the issues list for Release 1.1 is expected by 2/4

461 ES: Online Registration - Pilot Release
Execute & Control
Last Update
4/22/11 10:23:52 AM

	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 scope of the pilot release is:</p> <ul style="list-style-type: none"> - Student - Access and Maintain Registration Selections - Student - Submit Registrations - Advisor - Access and Maintain Registration Selections - Advisor - Approve Registrations - Registrar - Online Registration Administration <p>The scope of the August release is:</p> <ul style="list-style-type: none"> - Advisor - Advisor Assignment - Advisor - Mobile Approval - Student - Mobile Submission 		
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	5/6/11	5/6/11

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks			Impact Probability		
<p>Description: Touchstone was introduced to the project due to the request for a mobile interface for Online Registration. Once it was agreed that mobile would not be part of the May release, we determined that it would still be useful to have Touchstone in place for the standard application. At this point, the ITeam is working through design and installation challenges. Because of the tight timeframe, we are concerned about whether there will be enough time to complete this installation and rollout for functional and performance testing prior to the release.</p> <p>Mitigation Strategy: The application is being tested using SSO and, if Touchstone is not ready, the launch can go as scheduled using SSO.</p>			Medium Medium		
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	Plan	8/16/10	9/7/10	9/7/10	Completed
2	Design	9/8/10	3/18/11	3/18/11	Completed
3	Development	12/6/10	4/4/11	4/4/11	Completed
4	QA	2/14/11	4/22/11	4/22/11	Completed
5	User Testing	4/11/11	5/2/11		Overdue
6	Deployment	4/27/11	5/6/11		In Progress

Scope Status
The scope for each release has been determined. Working with the users, we agreed to move the Mobile functions to the August release.
Budget/Resources Status
There are no budget or resource concerns.
Sponsor Relationship Status
There are no sponsor relationship concerns.
Project Timeline Status
Testing is going well yet because of the aggressive schedule the timeline remains in yellow.
<p>Status:</p> <ul style="list-style-type: none"> - The pilot release is currently in user testing. - Usability testing for the pilot release is complete. - Functional Specification for the Mobile functionality has been written and is being reviewed by the users. - Functional Specification for the Advisor Assignment is in-progress.

343 ES: OSE/WTW

Last Update		Timeline Status	Scope Status	Budget Status	Sponsor Status
Close	4/21/11 4:24:39 PM	Current			

Project Information		
<p>This project will add functionality to the existing Who's Teaching What (WTW) and Online Surveys (OSE) applications.</p> <p>Completed Functions:</p> <ul style="list-style-type: none"> - Student and Instructor Email Notification for upcoming Surveys - Question Management UI changes <p>Remaining work:</p> <ul style="list-style-type: none"> - Assign Survey Templates Department-Wide is in development - Functional Requirements are in progress for improvements to editing question and question groups. - Enhanced Control of Reporting Access - requirements are in progress - Control of Report Publishing - not started - Add Upload function of course information - not started - Include Listeners in Evaluations - not started <p>Since this project has multiple deliverables with overlapping phases, the milestones on the snapshot are all in-progress.</p>		
Core Team		
Project Manager	Project Sponsor	
Lori Singer	Diana Henderson / Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	7/1/09	7/1/09
End Date	2/25/11	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		
\$1,250,000.00	\$1,250,000.00	0	\$1,121,560.50		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Design	7/1/09	8/31/10	8/31/10	Completed
2	Development	7/1/09	3/1/11		Overdue
3	Test	7/1/09	3/31/11		Overdue
4	User Testing	7/1/09	3/31/11		Overdue
5	Implementation	7/1/09	3/31/11		Overdue

Scope Status
The requirements for all remaining functions have been completed and signed off by the user.
Budget/Resources Status
A contract Business Analyst has been added to the project for one month to help complete requirements definition
Sponsor Relationship Status
No Issues
Project Timeline Status
Estimates are based on minimal information known about remaining functions and probably will change after the requirements are complete

421 ES: Registrar Imaging

Last Update		Timeline Status	Scope Status	Budget Status	Sponsor Status
Close	12/15/10 10:19:1 AM	Current			

Project Information		
<p>This project will work with a vendor to scan transcripts from 1950-1994 from microfilm to electronic format.</p> <p>A complete and thorough review is needed. These transcripts will eventually be used for the next Electronic Transcript project. We need to make sure we are confident everything is OK.</p>		
Core Team		
Project Manager	Project Sponsor	
Leo Larson	Mary Callahan/Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	3/10/10	4/12/10
End Date	10/29/10	10/29/10

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	\$150,000.00	0	\$3,850.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Development	4/12/10	7/9/10		Overdue
2	Test	6/21/10	10/29/10		Overdue

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Vendor has completed initial conversion and is waiting for the results of our verification of completeness and accuracy
The Registrar's office is currently working to validate everything that came back from the vendor.
Changing time lines to reflect validation process.
7/7: Modified development to end 7/9
7/7: Modified testing/validation to complete 8/20 before registration process begins for Fall term.

456 ES: Scheduling Analysis
Execute & Control
Last Update
 1/27/11 11:04:3 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
The Scheduling Analysis project is the first step in replacing the existing Classroom and Student Scheduling system. This new system will: <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 		
This project contains the following phases: <ol style="list-style-type: none"> 1. Requirements Phase: Complete 2. Solution Decision Phase: Complete 3. Detail Design Phase: Create the Functional Specification and Technical Design documents. In addition, identify how to address all integration points. (this phase is in-progress) 		
At the end of this project, a detailed schedule, budget and resource plan will be documented for the Implementation project.		
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	9/30/11	9/30/11

Top Issues and Risks for the Project			
Issues	Owner	Current Status	
The final review of the Functional Specifications is scheduled to start in July. However, due to user testing for three other projects, the users from the Registrar's Office may not be available for the number of meetings that will be needed to complete the document reviews in July.			
We will discuss this with the Registrar to determine the appropriate priority and availability of resources.		Lori Singer	Overdue
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
1	Business Requirements	7/1/10	12/7/10
2	Solution Decision	12/1/10	2/25/11
3	Functional Specifications	1/10/11	6/30/11
4	Initial Review with Users	3/14/11	5/27/11
5	Internal Review	6/6/11	6/30/11
6	Final Review	7/5/11	7/29/11
7	Technical Design	2/21/11	9/30/11

Scope Status
There are no issues with scope for this project.
Budget/Resources Status
There are no issues with budget or resources. We may add an additional technical resource to the design phase.
Sponsor Relationship Status
The working relationship with the Registrar is very strong and collaborative. The Registrar's office has been responsive to our requests for meeting times and have been participating in 8 hours of meetings per week for the initial review of the functional specifications.
Project Timeline Status
The solution decision phase is complete. Unitime will be used as part of our Scheduling implementation.
There are 6 functional specifications for this project and, as they are written, we are reviewing them with the users. This way, we are receiving timely feedback as we identify where and how Unitime will be used and where modifications are needed.
The internal review will focus on whether more clarification is needed for the technical implementation and whether we need more information from the users. In addition, we will be including resources from Unitime to help in our development and implementation approach.
The final review will be with users for sign-off.
We are working with the Finance and Legal teams to draft a contract to cover costs for any implementation support and development needed from Unitime.

405 ES: Stellar 2.3
Close 9/24/10 11:20:58 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
Stellar application improvements and feature rollouts for Fall 2010. See https://wikis.mit.edu/confluence/x/9l6hAw		
Core Team		
Project Manager	Project Sponsor	
Derek Jaeger	Student Systems Steering Committee	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
Key Dates		
	Original	Revised
Start Date	12/3/09	11/27/09
End Date	9/7/10	9/7/10

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
\$309,500.00	\$309,500.00	0	0
Key Milestones and Deliverables			
#	Name	Begin	Original End
1	Forum replacement	12/3/09	4/9/10
2	Survey tool upgrade	11/27/09	3/5/10
3	CourseGuide enhancements	4/14/10	6/8/10
4	Homework workflow integration	7/16/10	9/7/10

Scope Status
Project remains in-scope as of March 2010.
Budget/Resources Status
Sponsor Relationship Status
The Student Systems Steering Committee was last apprised of project goals and status in February 2010.
Project Timeline Status
Project span is December 2009 to September 2010. As of March 2010, all assigned tasks are progressing on schedule.

464 ES: Stellar NG setup

Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
Close 1/26/11 3:40:56 PM	Current			

Project Information		
<p>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. Departmental outreach included the following individuals (by department):</p> <p>Sciences: John Belcher Boleslaw Wyslouch George Stephans Krishna Rajagopal Barton Zwiebach</p> <p>Sloan: James Orlin Michael Braun Don Lessard</p> <p>SHASS: Alisa Braithwaite Wyn Kelley Rebecca Faery Diana Henderson James Howe Shankar Raman</p> <p>Engineering: Patrick Hale Dava Newman Chad Galts William Litant John Williams Chris Turman</p> <p>SA&P: Caroline Jones Nasser Rabbat Ann Spirm James Wescoat</p> <p>Libraries/ESD: Steve Gass Elaine Mello Kevin Tierney</p> <p>Physical Education: Carrie Moore Meredith Volker</p> <p>We have exceeded our initial target of 10 evaluation course sites by 2: there are currently 12 confirmed courses for the Spring NG evaluation, encompassing some 250 expected users.</p>		
Core Team		
Project Manager Derek Jaeger	Project Sponsor MITSIS	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs ES	
Key Dates		
	Original	Revised
Start Date	10/4/10	10/6/10
End Date	1/28/11	1/14/11

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		
\$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	10/26/10	Completed
2	Building block setup	10/26/10	11/15/10	11/15/10	Completed
3	Front-end and workflow setup	11/8/10	12/3/10	12/3/10	Completed
4	Participant support training	12/22/10	1/14/11	1/14/11	Completed

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

475 ES: WebLogic Migration for UA

Execute & Control

Last Update
1/26/11 11:20:33 AM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>The objective of this project is to reduce licensing and annual maintenance fees by porting the existing MyMIT Undergraduate Admissions web site from the WebLogic portal software to the standard IS&T infrastructure. In addition, this technology upgrade will result in improved ease of maintenance. The project scope also includes extending current functionality to support online applications from transfer students. The look and feel of the website will be modified to that of the current Admissions information site (mitadmissions.org).</p> <p>The project has been outsourced to a third party who is providing project management, BA, QA, and Development resources.</p>		
Core Team		
Project Manager	Project Sponsor	
Madge Lewis	Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	11/3/10	11/2/10
End Date	12/3/10	3/29/11

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		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
	Business				
1	Analysis	11/2/10	11/29/10	11/29/10	Completed
2	Design	12/13/10	12/29/10	12/29/10	Completed
3	Development	12/10/10	3/3/11		Overdue
4	QA	12/3/10	3/9/11		Overdue
5	User Testing	3/10/11	3/18/11		Overdue
6	Implementation	3/18/11	3/29/11		Overdue

Scope Status
Project remains in scope; no issues.
Budget/Resources Status
This is a fixed-price contract.
Sponsor Relationship Status
No issues; excellent relationship with the UA Dean as well as other business stakeholders.
Project Timeline Status
Project is on schedule as of now. There is a lot of slack available if needed as this application does not need to be deployed before June 1 when the online application goes live for the new year.
The QA schedule is shorter than is typical but I've been assured by the contractor that most of the testing will be completed during the unit testing phase.
The user testing window is also short and that may still change as we are in discussions with UA on this. User testing will likely continue into the Spring regardless with any necessary fixes being handled by internal resources.

417 ES: Wikis Upgrade

Close 10/25/10 3:46:27 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>Upgrade of the Confluence-based Wikis service to latest production version of the third-party platform. Evaluate currently disabled core features and third-party plugins to add value. Modernize application infrastructure.</p>		
Core Team		
Project Manager	Project Sponsor	
Derek Jaeger	ISDA	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	Admin	
Key Dates		
	Original	Revised
Start Date	3/1/10	6/1/10
End Date	7/1/10	10/29/10

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		
\$30,000.00	\$30,000.00	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
	Upgrade wikis-dev				
1	Environment	6/1/10	6/11/10	6/4/10	Completed
2	MIT Theme, Stellar Theme, ThemeBuilder Testing	6/14/10	7/30/10	7/2/10	Completed
3	Update Themes	7/26/10	8/19/10	8/19/10	Completed
4	Plugin Review and Testing	6/15/10	7/30/10	7/30/10	Completed
5	wikis-stage Upgrade	8/2/10	8/17/10	8/17/10	Completed
6	QA, Usability on wikis-test	7/28/10	8/12/10		On Hold
7	Implement Usability, bug fixes	8/13/10	8/19/10		On Hold
8	Localize Oracle on dev, stage, test, prod	7/19/10	8/19/10	8/19/10	Completed
9	Staging and Prod System Virtualization	7/19/10	8/19/10	8/19/10	Completed
10	Confluence 3.2.x Production Upgrade	8/9/10	8/19/10	8/19/10	Completed
11	Infrastructure Work Hard Deadline	8/20/10	8/20/10	8/19/10	Completed
12	Process Redesign	9/7/10	10/15/10		Overdue
13	Rollout "Community Bubbles" on Current Platform	10/18/10	10/18/10		Overdue
14	Archive, Cleanup Old Sites (Service Plan and Process)	10/4/10	10/29/10		Overdue

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Imperative to complete infrastructure work before Fall semester ramp-up.

415 ES: XRoads to iOffice	Last Update Close 12/14/10 12:00:4 PM	Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
This project is to replace XRoads (ISO's current home-grown system for tracking and reporting the status of international students) with iOffice. With the implementation of the iOffice application (developed by Indiana University), MIT will be ready to meet the federally-mandated upgrade to the new SEVIS II system being developed by the US Immigration and Customs Enforcement (ICE).		
The iOffice system will be integrated with MIT's Student Information System via an XML data process.		
Project includes: - development of two new batch feeds: MITSIS to iOffice, and iOffice to MITSIS - conversion of data from XRoads to iOffice - iOffice installation and server set-up - testing of feeds between MITSIS and SEVIS		
Core Team		
Project Manager	Project Sponsor	
Janet Sahlstrom	Danielle Guichard-Ashbrook/Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
Admin	Admin	
Key Dates		
	Original	Revised
Start Date	1/7/10	1/7/10
End Date	10/19/10	10/19/10

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		
\$100,000.00	\$100,000.00	0	\$77,605.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Plan	1/7/10	2/26/10	4/1/10	Completed
2	Design	1/7/10	5/7/10	7/6/10	Completed
3	Development	4/20/10	5/14/10	5/14/10	Completed
4	Test	5/3/10	10/15/10	11/16/10	Completed
5	User Testing	6/7/10	10/15/10		Overdue
6	Implementation	7/12/10	10/19/10	10/19/10	Completed

Scope Status	
There are no issues with scope.	
Budget/Resources Status	
Sponsor Relationship Status	
Project Timeline Status	
Timeline status is in yellow. Business users decided not to go live on the originally scheduled date in July because of work load issues and concerns about business readiness. The completion of testing and launch have been rescheduled to mid-October.	

457 OI: Blackberry Enterprise Server (BES) 5 Upgrade	Last Update Initiate 9/21/10 8:38:43 AM	Current	Timeline Status	Scope Status	Budget Status	Sponsor Status
					None	

Project Information		
Upgrade the current BES 4 server to BES 5, communicate to current Blackberry users of their migration and do so in phases while adding new users to the new server. Ensure the service has minimal impact during cutover (upgrade existing users) and enhance the quality of over-the-air synchronizing BlackBerry devices. There are currently over 360 BES users.		
Core Team		
Project Manager	Project Sponsor	
Deborah Bowser	Mark Silis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS, OI	CS	
Key Dates		
	Original	Revised
Start Date	9/20/10	9/20/10
End Date	11/1/10	10/8/10

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	Create Test Matrix	9/20/10	9/27/10		Overdue
2	Create migration announcement	9/22/10	9/23/10		Overdue
3	Verify accounts	9/21/10	10/8/10		Overdue

Scope Status	
Budget/Resources Status	
None	
Sponsor Relationship Status	
Project Timeline Status	
Finish by Mid-October We will communicate to Blackberry users to notify them in advance of their upgrade and schedule as follows: 1. IS&T Blackberry users 2. Remaining DLC blackberry users 2 weeks after 3. OGC will be migrated last 2 weeks after remaining DLCs and after policies are recreated for the group.	

176 OI: Cancer Research Center Building

Execute & Control

Last Update
12/11/09 3:45:2 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
MITnet Renewal (wired & wireless) New Construction/Large Renovation.		
Building 76, the new home of the Koch Institute, will feature roughly 180,000 square feet of state-of-the-art lab and workspace. 360,000 GSF; seven floors + basement.		
Core Team		
Project Manager	Project Sponsor	
Andrew Bonvie	Facilities and Department of Biology, DMSC, HST, ChemE, BioEng	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	ES	
Key Dates		
	Original	Revised
Start Date	2/1/07	2/1/07
End Date	12/15/10	12/6/10

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		
\$1,015,000.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Wireless Design.	3/2/09	3/2/09	11/2/09	Completed
2	T-Drawings @ 100%.	2/2/09	2/2/09	11/2/09	Completed
3	Finish Budget Estimate.	2/16/09	2/16/09	11/2/09	Completed
4	Award to IT contractor.	5/1/09	5/1/09	11/2/09	Completed
6	Construction of TDCR's	7/1/09	10/8/10		Overdue
7	Wiring.	9/1/09	10/22/10		Overdue
8	Equipment Installation.	9/17/10	10/15/10		Overdue
9	First Floor Move In.	11/1/10	11/1/10		Overdue
10	Second Floor Move In.	11/22/10	12/6/10		Overdue
11	Third Floor Move In.	11/8/10	12/6/10		Overdue
12	Fourth Floor Move In.	11/15/10	11/15/10		Overdue
13	Fifth Floor Move In.	11/8/10	12/6/10		Overdue
14	Sixth Floor Move In.	11/29/10	11/29/10		Overdue
15	Seventh Floor Move In.	11/1/10	11/1/10		Overdue

Scope Status
OSP cabling installation tentatively scheduled for February/March 2010.
Start of cabling was 11/30/09.
First move in is scheduled for October of 2010. This is into the animal quarters.
Budget/Resources Status
Project cost to IS&T is \$776,000.
This is for Equipment, Consultants, and SWEB.
Sponsor Relationship Status
Project Timeline Status
Occupancy Winter 2010 - 2011.

466 OI: Critical Network Security Controls

Execute & Control

Last Update
4/27/11 2:38:10 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
Assessment and implementation of critical network security controls (including log management, firewall, intrusion prevention/detection & firewall, and authenticated wireless security)		
Core Team		
Project Manager Paul Acosta	Project Sponsor EVP	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	9/30/11	9/30/11

Top Issues and Risks for the Project					
Issues	Owner	Current Status			
A concern has surfaced that some unspecified number of current MITnet connected devices may not have sufficient support for continued, uninterrupted, operation under our new authenticated 802.1x design. Further investigation is required on this potential failure mode.		Not Started			
The first product presented by CISCO -- for a key component in our design -- was incompatible with our current network environment. MIT and Cisco have identified a suitable replacement to use until Cisco updates our original hardware. We expect to receive, install and begin testing within two weeks.		Not Started			
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	Preliminary review	7/1/10	9/1/10	9/1/10	Completed
2	Recommendation on feasibility study	7/1/10	9/1/10	9/1/10	Completed
3	Technical evaluation & PILOT of network security products and Technical analysis	1/3/11	3/15/11		Overdue
4	Logging & Analysis System Installation	1/17/11	3/8/11	3/30/11	Completed
5	Roll-out of secure wireless	1/10/11	3/31/11		Overdue
6	Implement selected network security product	4/1/11	9/30/11		Not Started

Scope Status
Analyze, evaluate, and pilot network security products. Roll-out of secure wireless. Implement selected network security product(s). Select and implement log management tool.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

500 OI: Data Warehouse Virtualization and Linux Migration

Last Update
4/19/11 4:35:1 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
Migrate all Data Warehouse environments away from their current Sun Solaris platform and towards a virtualized Linux solution.		
Core Team		
Project Manager	Project Sponsor Mark Silis	
IS&T Organizational Dependencies		
Dependencies DM	Handoffs DM	
Key Dates		
	Original	Revised
Start Date	7/1/10	8/16/10
End Date	12/31/11	1/2/12

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	Migrate DW dev environment	8/16/10	1/2/12		In Progress
2	Migrate DW test environment	3/1/11	1/2/12		In Progress
3	Migrate DW production environment	8/1/11	1/2/12		Not Started

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Resource contention has delayed this project due to timing of Cognos PoC/Pilot occupying much of the Data Warehouse team's available time.

435 OI: E40 ATL Renewal

Last Update		Timeline Status	Scope Status	Budget Status	Sponsor Status
Close	2/22/11 6:22:6 PM	Current			

Project Information		
<p>The goal of this project is to replace the E40 automated tape library (ATL) with a disk-based virtual tape library (VTL). The existing ATL equipment reaches its end of service life on 12/31/2010; migrating this tape system to a disk-based VTL would preserve compatibility with our existing deployed backup software while providing faster backup and recovery times and consuming significantly less data center power and floorspace.</p>		
Core Team		
Project Manager	Project Sponsor Mark Sillis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
Admin	Admin	
Key Dates		
	Original	Revised
Start Date	6/1/10	7/1/10
End Date	2/11/11	2/11/11

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		
\$859,200.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Complete purchase of VTL	7/1/10	7/1/10	7/1/10	Completed
2	Decommission existing ATL	12/31/10	2/11/11	2/11/11	Completed
3	Deploy hardware	7/26/10	11/1/10	11/1/10	Completed
4	Migrate data	8/31/10	2/4/11	2/4/11	Completed

Scope Status
The replacement of the W91 ATL is out of scope, and is being tracked as a separate project.
Budget/Resources Status
The budget for this project in FY11 consists of approximately \$750,000 capital and \$109,200 SWEB.
Sponsor Relationship Status
Mark continues to endorse this project.
Project Timeline Status

465 OI: Exchange 2010 Server Upgrade

Last Update
Prepare 11/17/10 8:05:20 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information

Upgrade Exchange 2007 to Exchange 2010 server including mailbox migration.
* Phase I of SharePoint services rollout, small "s", will be rolled out after the Exchange upgrade.

Core Team

Project Manager Deborah Bowser	Project Sponsor EVP
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IS&T Organizational Dependencies

Dependencies	Handoffs
CS	CS

Key Dates

	Original	Revised
Start Date	6/1/10	6/1/10
End Date	6/30/11	6/30/11

Top Issues and Risks for the Project

Issues Owner Current Status

Risks

Risks	Impact	Probability
Replace the SAN	Large	Medium
There have been some staffing changes which has resulted in a timeline shift.	Medium	Medium

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	Testing	6/1/10	2/25/11		Overdue
2	Implementation Plan	10/1/10	1/28/11	11/15/10	Completed
3	Community Migration	3/1/11	3/31/11		Overdue
4	Support Model	11/1/10	1/31/11		Overdue
5	Order New Hardware	6/1/10	6/1/10	6/1/10	Completed
6	Training	11/29/10	2/11/11		Overdue
7	Communications	2/1/11	3/31/11		Overdue
8	Documentation	1/5/11	3/4/11		Overdue
9	Exchange POs moved to USC	11/5/10	11/5/10	11/5/10	Completed
10	Install physical servers	1/5/11	2/28/11		Overdue
11	Install Windows Server 2008 R2	1/5/11	2/25/11		Overdue
12	Install Exchange Server 2010 Enterprise	1/5/11	1/31/11		Overdue
13	Configure Exchange 2010 Mailbox servers.	2/25/11	2/28/11		Overdue
14	Switch owa.exchange.mit.edu to	2/25/11	2/25/11		Overdue
15	Begin mailbox migration	3/1/11	5/26/11		Not Started
16	Decommission Exchange Server 2007	6/3/11	6/30/11		Not Started

Scope Status

Upgrade to Exchange Server 2010 to be installed on new servers that will be housed in the IS&T W92 Data Center. After the 2010 infrastructure is ready and tested, users mailboxes will be migrated to the new environment with minimal or no disruption.
*Phase I of SharePoint services will be added after mailbox migrations have been completed.

Migration:
IS&T support teams and Email/Cal advisory board IS&T DLCs

Communications:
Email sent to MIT community with timeline and set expectations.
Provide support/contact info

Documentation:
Document the new features and changes to existing Point to MS docs
Hermes articles
IS&T Spotlight
Twitter

Training:
Determine type of community training needs
lynda.com
MS site

Budget/Resources Status

Project is on budget.

Sponsor Relationship Status

Project Timeline Status

In order to correct a more critical issue within our SAN environment that supports Exchange and our entire virtualization environment the upgrade was delayed.

Our Exchange failures since we have implemented have been primarily related to failures of the SAN and before moving forward with an upgrade to Exchange server 2010 we need to stabilize our existing environment.

Key learning's from the BES upgrade and other migration efforts have highlighted the need for a measured approach.

Exchange 2010 Server upgrade = Q3
Mailbox migration = Q3/Q4
*Phase I: SharePoint 2010 services will follow the exchange upgrade.

12/20/10:
Exchange Server 2007 was upgraded to RU5

7/20/10:
Exchange server 2007 was upgraded to SP2 which was a requirement to upgrade to Exchange server 2010. This work was completed at the end of July.

463 OI: Identity Finder Service Rollout

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

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

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	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 Cost	Total Actual Labor Cost		
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	9/15/10	Completed
4	Server-client testing	9/8/10	10/22/10	10/22/10	Completed
5	Communication plan	9/1/10	11/17/10	11/17/10	Completed
6	Rollout	10/25/10	6/30/11		In Progress

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).

502 OI: Identity Life Cycle Management Discovery

Last Update
4/21/11 8:13:48 AM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
MIT creates, maintains and uses electronic 'Identity' within the community. This project is to understand how it works in general and document 'flow'. This effort will also attempt to develop common definition for MIT electronic 'Identity' to use as well as potential future functionalities. If appropriate, an evolving plan will be developed for FY12/FY13 activities/projects.		
Core Team		
Project Manager	Project Sponsor	
	Mark Silis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, DM, SE, CS, OI, Admin	OI	
Key Dates		
	Original	Revised
Start Date	12/1/10	12/1/10
End Date	6/29/12	6/29/12

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	Interview IS&T personnel to understand the existing Identity environment	12/1/10	1/31/11	1/31/11	Completed
2	Create and validate Identity Life Cycle flow chart	1/3/11	2/28/11	2/28/11	Completed
3	Identity Life Cycle Flow Chart Drafted	2/28/11	2/28/11		Overdue
4	Brainstorm vision and functionalities within IS&T	3/1/11	5/31/11		In Progress
5	Develop definition and scope for Identity Life Cycle Management	4/1/11	6/30/11		In Progress
6	Review progress with IS&T Sr Staff	6/30/11	6/30/11		Not Started
7	Develop vision and evolving end state	8/1/11	10/28/11		Not Started
8	Create solution plan	10/3/11	3/30/12		Not Started
9	Develop plan for budget and resources for FY13 projects/activities	11/1/11	6/29/12		Not Started

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

436 OI: MGHPCC - MA Green High Performance Computing Center

Last Update
Prepare 8/3/10
7:58:43 AM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>Massachusetts Green High Performance Computing Center - Five major research institutions in the Commonwealth—BU, Harvard, Northeastern, MIT and UMass—propose to build, with support from the Commonwealth and key industry partners such as Cisco and EMC, a state-of-the-art green data center that will house the most technologically advanced HPC hardware supporting the rapidly increasing computational needs of the academic institutions. The MGHPCC will provide critical computational capabilities to the Commonwealth's research community, enabling major advances at the forefront of a broad range of research areas and enhancing the region's competitiveness to attract and retain top researchers and students and to win federal and private financial support.</p>		
Core Team		
Project Manager Taeminn Song	Project Sponsor Claude Canizares	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	6/1/10	6/1/10
End Date	2/28/13	2/28/13

Top Issues and Risks for the Project					
Issues	Owner	Current Status			
Creating viable / attractive business model options for Research Computing for MGHPCC and MIT.		In Progress			
Need to resolve issues on the bid protest.		Overdue			
Obtain agreement with HG&E regarding long-term cost of energy.		In Progress			
Risks	Impact	Probability			
The Commonwealth of Mass has committed to contributing \$25M to this project. If that funding is lost and/or delayed it could impact the scope, budget and timeline.	Large	Low			
This type of project has not been attempted by multiple universities acting as equal partners and could impact rapid decision making.	Medium	High			
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$95,000,000.00	\$648,734.00	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	MGHPCC set-up	6/1/10	7/16/10	7/16/10	Completed
2	Site selection	6/1/10	8/4/10	8/4/10	Completed
3	Building Design Opts	6/1/10	8/4/10	8/4/10	Completed
4	Overarching IT Business Model	6/1/10	6/29/12		In Progress
5	MIT IT Business Model	6/1/10	6/29/12		In Progress
6	Dem/Site Cleanup	10/15/10	6/30/11		In Progress
7	Construction	1/31/11	11/30/12		Not Started
8	IT Install & Move In	11/12/12	2/28/13		Not Started
9	Fiber build-out plan and implementation	9/1/10	5/31/12		Not Started

Scope Status
<p>Three "big" specific applications-driven areas have emerged: (i) Systems Biology, (ii) Energy, Climate and the Environment and (iii) Medical Informatics The research in each of these areas involves the application of high-performance computational tools for which the MGHPCC infrastructure will be well-suited.</p> <p>In addition to these application areas the main thrust of MGHPCC collaborations will center on the computational, storage, and networking system infrastructure connected with High Performance Computing. The HPC collaborative research projects that are being contemplated include:</p> <ul style="list-style-type: none"> Virtualization Green computing
Budget/Resources Status
<p>The current project cost is estimated at approximately \$95M, increased from \$83M, based on additional participation by Harvard in membership.</p>
Sponsor Relationship Status
<p>Claude participates in the Operating Committee as a representative from MIT. The sponsor is currently satisfied with the progress the team has made to date.</p>
Project Timeline Status
<p>Timeline has been developed. However, the overall timeline is still fluid based on external factors.</p>

204 OI: MITnet upgrades Execute & Control 1/28/11 11:01:46 AM

Last Update	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 Andrew Bonvie	Project Sponsor Mark Sillis	
IS&T Organizational Dependencies		
Dependencies DM	Handoffs 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 Cost	Total Actual Labor Cost		
\$4,713,900.00	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	12/31/10	Completed
3	4 Upgrade	10/7/08	2/17/11		Overdue
4	E38 Upgrade	7/1/08	4/8/11		Overdue
5	17 Upgrade	2/1/10	6/30/11	6/30/11	Completed
6	44 Upgrade	3/1/10	6/30/11		In Progress
7	E34 Upgrade	9/1/10	6/30/11		In Progress
8	Endicott Upgrade	7/1/10	1/31/11	1/31/11	Completed
9	Bates Upgrade	7/1/10	6/30/11		In Progress

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

499 OI: MITSIS/UA/IDD Infrastructure Upgrades

Execute & Control

Last Update
4/19/11 4:07:28 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>The project exists to capture the work ongoing in the MITSIS, Undergraduate Admissions, and IDD environments related to upgrading that infrastructure, including:</p> <ul style="list-style-type: none"> - Retirement of legacy F5 load balancers and migration to newer equipment. - Retirement of legacy back-end network and bonded network driver. - Introduction of virtualization. - Retirement of legacy OS platforms (Solaris and RHEL4). <p>in order to bring these environments into compliance with our current operational standards.</p>		
Core Team		
Project Manager	Project Sponsor Mark Silis	
Paul Acosta		
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, SE	AS, ES, SE	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	7/1/11	1/2/12

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	Migrate dev ("earth") tier	7/1/10	10/1/10	10/1/10	Completed	
2	Migrate test ("sea") tier UA systems	1/3/11	4/1/11	4/1/11	Completed	
3	Migrate test ("sea") tier MITSIS systems	1/3/11	5/23/11		In Progress	
4	Migrate test ("sea") tier IDD systems	1/3/11	5/16/11		In Progress	
5	Decommission legacy F5 and backend network	5/30/11	5/30/11		Not Started	
6	Migrate production ("sky") tier applications	6/1/11	8/1/11		Not Started	
7	Virtualize MITSIS DB servers	8/1/11	1/2/12		Not Started	

Scope Status
Scope remains well-understood, although some upgrades are being combined, for example, virtualization while moving to a newer OS platform.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Timeline for completing migration of test tier slipped approximately one month due to lack of testing resources.

467 OI: OC11 Expansion

Prepare 9/30/10 12:54:52 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>OC11 Expansion & Metro Optical Expansion – OC11 and Bent Street</p>		
Core Team		
Project Manager	Project Sponsor	
Paul Acosta	EVP	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
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						
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	Site selection and initial floor plan	7/1/10	9/30/10		Overdue	
2	Space turnover to MIT for fit out	10/1/10	12/31/10		Overdue	
3	Build out w/ facilities of cabinets, network, electrical, security, and environmental infrastructure	1/10/11	3/31/11		Overdue	
4	Preliminary network infrastructure installation	4/1/11	6/30/11		Not Started	

Scope Status
Site selection and initial floor plan. Space turnover to MIT for fit out. Build out w/ facilities of cabinets, network, electrical, security, and environmental infrastructure. Preliminary network infrastructure installation.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

426 OI: PGP Desktop Software Rollout

Execute & Control

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

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
<p>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.</p>		
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 Desktop Client	11/2/09	11/2/09	11/2/09	Completed	
4	Brief Service Desk on PGP Desktop Client	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 Access	4/7/10	4/7/10	4/7/10	Completed	
11	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 to CSS	4/13/10	4/13/10	4/13/10	Completed	
14	Active: CSS Installations	4/14/10	7/12/10	5/11/10	Completed	
15	Green Light: Installation Announcement to All IS&T	4/19/10	4/19/10	4/19/10	Completed	
16	Active: All IS&T Installations	4/20/10	9/1/10	5/20/10	Completed	
17	Draft PGP Communication to MIT Community	8/23/10	8/23/10	8/23/10	Completed	
18	Green Light: Installation Announcement to MIT	8/23/10	8/23/10	8/23/10	Completed	
19	Software release, installations and maintenance	5/12/10	9/30/10		Overdue	

Scope Status
<p>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.</p>
Budget/Resources Status
<p>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.</p> <p>Resources will be needed within IS&T to help install and support PGP software.</p>
Sponsor Relationship Status
Project Timeline Status

498 OI: Remedy Change Management Proof-of-Concept

Execute & Control

Last Update
4/19/11 3:48:1 PM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>This goal of this project is to explore the use of the BMC Remedy OnDemand Change Management module for use by IS&T O&I. Additional work includes exploration of the Asset Management, Incident Management, Problem Management, and Service Portfolio modules to assess how well they meet our existing needs with an eye towards future implementation.</p>		
Core Team		
Project Manager	Project Sponsor	
Garry Zacheiss	Mark Sillis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM, CS, OI, Admin	DM, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	3/1/11	3/21/11
End Date	5/16/11	1/2/12

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	Evaluate Change Management module	3/21/11	5/2/11		Overdue
2	Explore Asset Management functions	4/8/11	5/2/11		Overdue
3	Explore Service Desk functions	4/8/11	5/2/11		Overdue
4	Make "Go/No-Go" decision	5/6/11	5/6/11		Not Started
5	Negotiate pricing	5/2/11	5/16/11		Not Started
6	Execute PO	5/16/11	5/27/11		Not Started
7	Vendor-led "On-boarding" process	5/30/11	6/30/11		Not Started
8	Implement Change Management module	7/1/11	1/2/12		Not Started

Scope Status
<p>We've chosen to scope this project very carefully, limiting the official implementation target to the change management module, but doing sufficient due diligence that we will end the project with certainty that we could do deploy the overall product stack if we chose to do so.</p>
Budget/Resources Status
<p>There are no capital funds associated with the proof-of-concept; the demo environment has been provided to us by the vendor as no cost.</p> <p>Estimated FTE is approximately 0.5 FTE (across a project team of approximately 7 people) for the duration of the PoC.</p>
Sponsor Relationship Status
Project Timeline Status

460 OI: Review DITR Service Models

Execute & Control

Last Update
9/22/10 11:22:13 AM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
Update service models for Distributed Information Technology Resources including review of Admin desktop renewal and asset disposal process		
Core Team		
Project Manager Anne Silvester	Project Sponsor Mark Silis	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	6/30/11	12/30/11

Top Issues and Risks for the Project					
Issues				Current Owner	Status
Looking at ways to expand Converge to the whole community and recover all the assets not just those without value - the process needs to break even.					Overdue
We have delayed the start for the roll out of the IS&T model change due to staff shortages. Hiring in process.					Overdue
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	Original Begin	Rev. End	Task End	Status
1	Implement asset disposal process	7/1/10	9/17/10	9/17/10	Completed
2	Admin desktop renewal program review	7/1/10	1/3/11		Overdue
3	Develop new support model for managed desktop clients	7/1/10	9/21/10	9/21/10	Completed
4	Move all windows servers currently managed by DITR to Server Operations	7/1/10	9/30/10		Overdue
5	Beta test new support model for managed desktops	10/1/10	12/31/10		Overdue
6	Convert all IS&T managed Windows desktops to Win Domain	10/1/10	12/31/10		Overdue
7	Deploy new managed desktop model to new customers	1/3/11	6/30/11		Not Started
8	Begin converting existing customers to new model or a mix where appropriate	4/1/11	12/30/11		Not Started

Scope Status
The scope of this project is to; improve efficiencies and customer satisfaction for our desktop support customers, create clear, efficient guidelines for the Admin Desktop Renewal program and initiate secure disposal of all discarded assets.
Budget/Resources Status
On target
Sponsor Relationship Status
On Track
Project Timeline Status
The roll out of the new IS&T model has slipped by 4 weeks.

206 OI: SAN Storage evolution strategy

Execute & Control

Last Update
11/2/09 6:07:49 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
IS&T's server operations team maintains a storage area network (SAN) to provide high performance or large volume storage to many of MIT's administrative and academic servers. This storage supports applications and infrastructure such as SAP, AFS, VMWare and IT groups such as the Libraries and Alumni. Our current SAN is comprised of several storage systems offering different levels of performance and different features and functionality. As the SAN becomes a more critical part of our computing infrastructure IS&T needs to review our existing SAN infrastructure and the current and future needs of the MIT community and develop a comprehensive storage strategy to meet MIT's future needs.		
Core Team		
Project Manager	Project Sponsor	
Garry Zacheiss	Mark Silis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS	OI	
Key Dates		
	Original	Revised
Start Date	7/1/07	1/2/09
End Date	6/30/11	6/30/10

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks Impact Probability					
If the project to migrate the SAP servers to Linux is delayed, the completion of this project may also be delayed. Small Low					
The mitigation plan is to move the SAP data only, clearing the DMX800 to be decommissioned.					
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$2,294,974.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Design & implement ISL network	1/2/09	10/30/09	11/2/09	Completed
2	Migrate to New SAN Hardware	1/2/09	6/30/10	6/30/10	Completed
3	Hardware evaluations	1/2/09	6/30/10	6/30/10	Completed
4	All non SAP systems off old SAN Hardware	1/2/09	3/5/10	3/10/10	Completed
5	Decommission old SAN's	1/4/10	6/30/10		Overdue

Scope Status	
The scope of this project is the renewal of the Clariion and DMX storage, it does not include the budget for the building/testing of the ISL hub.	
For FY11, this project will include the replacement of the W92 CX3-80 array and the introduction of a new, lower cost SATA-based NAS storage service offering to both managed services and colocation clients.	
Budget/Resources Status	
FY09/FY10:	
Hardware	\$1,272,174.00
SWEB	\$200,000.00
FY11:	
Capital	\$750,000
SWEB	\$72,800
Sponsor Relationship Status	
On track. Theresa continues to endorse and support this project.	
Project Timeline Status	
On track.	

410 OI: Sumprop port to Linux

Close 8/20/10 11:33:17 AM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
The Sumprop application is the last remaining application on the MIT mainframe. The mainframe has been outsourced to Blue Hill Data Systems as a cost saving measure. Moving the sumprop application to Linux would have a 1-2 year pay back plus efficiencies in maintaining.		
Core Team		
Project Manager	Project Sponsor	
Anne Silvester	Theresa Regan	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
Admin	OI	
Key Dates		
	Original	Revised
Start Date	8/13/09	8/3/09
End Date	6/30/10	6/30/10

Top Issues and Risks for the Project					
Issues Owner Current Status					
Reverse engineering the current application to make sure that all feeds and batch job are recreated - in progress. Overdue					
Risks Impact Probability					
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$22,848.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Plan migration	8/3/09	9/3/09	11/2/09	Completed
2	Build dev & prod servers	9/15/09	4/1/10		Overdue
3	Export DB2 database load into ORacle	10/15/09	11/16/09	11/25/09	Completed
4	Test	2/1/10	4/30/10		Overdue
5	Create batch jobs	12/1/09	1/29/10		Overdue

Scope Status	
The larger project is run by VPF and the contractor who originally developed the Sumprop application has been hired to port the application to Linux.	
The scope of this project for IS&T includes the FTE for planning, building new servers, working with the mainframe outsourcer to export the current data and working with the consultant to reverse engineer the current application. The \$180,000 cost for the consultant and non IS&T headcount are not included.	
Budget/Resources Status	
SWEB \$22,848	
Sponsor Relationship Status	
On track. Theresa continues to endorse and support this project.	
Project Timeline Status	
On track.	

483 OI: Ubiquitous Indoor Coverage of Mobile/Cellular Services

Execute & Control

Last Update
4/13/11
4:25:28 PM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information
Plan, prepare for and coordinate installation of equipments and network throughout the buildings used by MIT in Cambridge area to provide indoor coverage for cellular and mobile signals.

Core Team
Project Manager: Taeminn Song
Project Sponsor: Terry Stone

IS&T Organizational Dependencies
Dependencies: OI
Handoffs: OI

Key Dates	Original	Revised
Start Date	7/1/10	7/1/10
End Date	8/31/13	12/2/13

Top Issues and Risks for the Project

Issues Owner Current Status

Risks

	Impact	Probability
DAS equipments selected and deployed might not be effective.	Medium	Low
During the installation, findings of hazardous materials can create delays and sub-optimization of effective DAS.	Medium	Medium

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	Develop business concepts and possible models	7/1/10	10/29/10	10/29/10	Completed
2	Develop/Negotiate contract	7/1/10	12/31/10	12/31/10	Completed
3	Contract/Agreement on DAS with AT&T	12/31/10	12/31/10	12/31/10	Completed
4	Survey buildings and develop preliminary plan for implementation	10/1/10	2/28/11	1/31/11	Completed
5	Phase 1 Survey and Data Collection	10/1/10	1/31/11	1/31/11	Completed
6	Phase 1 Design and Review	2/1/11	7/29/11		In Progress
7	Phase 1 Construction and Installation	1/3/11	9/30/11		In Progress
8	Phase 1 On-air Optimization	9/1/11	10/31/11		Not Started
9	Phase 1 Complete	10/31/11	10/31/11		Not Started
10	Phase 2 Survey and Data Collection	2/1/11	7/29/11		Not Started
11	Phase 2 Design and Review	2/1/11	8/31/11		Not Started
12	Phase 2 Construction and Installation	7/1/11	9/28/12		Not Started
13	Phase 2 On-air Optimization	9/3/12	10/30/12		Not Started
14	Phase 2 Complete	10/30/12	10/30/12		Not Started
15	Phase 3 Survey and Data Collection	1/1/13	4/30/13		Not Started
16	Phase 3 Design and Review	5/1/13	7/31/13		Not Started
17	Phase 3 Construction and Installation	6/3/13	9/30/13		Not Started
18	Phase 3 On-air Optimization	9/2/13	10/31/13		Not Started
19	Phase 3 Complete	10/31/13	10/31/13		Not Started
20	Project Review and Close-out	11/1/13	12/2/13		Not Started

Scope Status

MIT provides project coordination. Installation and maintenance are to be done by the contract party and its vendor.

Budget/Resources Status

Sponsor Relationship Status

Positive.

Project Timeline Status

On schedule so far. Very aggressive schedule but AT&T wants to push the limit per their interest and visibility.

494 OI: Unity Transition	Execute & Control	Last Update 4/25/11 3:57:27 PM	Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
The project encompasses migrating the MIT Community from legacy Octel and current iPeria and Sylanro users to the new Cisco Unity service for phone and voicemail.		
Core Team		
Project Manager Dennis Baron	Project Sponsor Mark Sillis	
IS&T Organizational Dependencies		
Dependencies SE, CS, OI	Handoffs CS, OI	
Key Dates		
	Original	Revised
Start Date	1/3/11	1/3/11
End Date	6/30/11	8/31/11

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		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Install Servers	1/3/11	2/28/11	1/3/11	Completed
2	System Integration	2/1/11	2/28/11	2/1/11	Completed
3	Pilot with 5ESS User	3/1/11	3/31/11		Overdue
4	Documentation and Training	2/1/11	3/31/11		Overdue
5	Provisioning Integration	3/1/11	3/31/11		Overdue
6	Email Integration	3/1/11	3/31/11		Overdue
7	5ESS Transitions	4/1/11	6/30/11		In Progress
8	OpenSER Transitions	7/1/11	7/29/11		Not Started
9	Sylanro Transitions	5/2/11	8/31/11		Not Started

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Transition from Iperia not expected to be completed until FY12Q1.

462 OI: Virtual Desktop	Execute & Control	Last Update 4/19/11 3:05:39 PM	Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Virtual desktop anytime anywhere, providing efficient and secure support for MIT's administrative and centrally managed academic computing environment.		
Core Team		
Project Manager Garry Zacheiss	Project Sponsor EVP	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	10/1/10	9/1/10
End Date	6/30/11	12/30/11

Top Issues and Risks for the Project					
Issues Owner Current Status					
Risks Impact Probability					
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$187,500.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Secure VMware licensing	9/1/10	9/30/10	9/30/10	Completed
2	Complete initial infrastructure and small pilot testing	10/1/10	4/1/11	4/1/11	Completed
3	Upgrade to VMware View 4.6	3/1/11	3/15/11	3/15/11	Completed
4	Build out future production infrastructure	4/1/11	5/2/11		Overdue
5	Roll out to IS&T internal testers	5/2/11	6/30/11		Not Started
6	Roll out to community pilot participants	7/1/11	12/30/11		Not Started

Scope Status
Budget/Resources Status
FY11 budget: \$150,000 capital (software licensing/acquistion) \$37,500 SWEB (9 months, 0.5 FTE) Total budget: \$450,000 capital (3 year software license agreement)
Sponsor Relationship Status
Project Timeline Status
An additional delay in this project was encountered due to discovering that VMware View 4.5 did not support secure tunneling of PCoIP protocol connections via the View Connection Broker. This support was available in View 4.6; we were able to participate in the beta process for that release, and upgrade our testing environment when it was released. Currently we are declaring the initial proof-of-concept a success and building out a new environment to be production with the following changes: - Residing on high-end storage to support more simultaneous users. - Integrated with WIN (not WIN-DEV) production AD domain. with a goal of being able to support 10-20 simultaneous users as part of an IS&T internal pilot.

110	OI: VoIP Transition	Execute & Control	9/8/09 2:20:1 PM	Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
				Current			None	

Project Information		
<p>The overall goals for the VoIP Project are to:</p> <ul style="list-style-type: none"> * Provide service requirements and network architecture for a VoIP communications fabric. Socialize that architecture/vision and the service offering with the various MIT communities and constituencies, and adjust as appropriate. * Develop and review business case with project sponsors. * Develop a project organization that includes roles/responsibilities, processes and change control, communications strategy, and project plan that includes a service definition, network infrastructure, roll-out plan, support, and training. * Smoothly transition MIT from circuit switched voice to VoIP 		
Core Team		
Project Manager	Project Sponsor	
Dennis Baron	Theresa Regan	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
Admin	ES	
Key Dates		
	Original	Revised
Start Date	4/1/07	7/2/07
End Date	1/1/11	1/3/11

Top Issues and Risks for the Project					
<p>Issues</p> <p>As we migrate MIT's business telephony services to VoIP, there are still a significant number of analog phone lines in the MIT dormitories. Student telephone usage has seen a significant decline over the last several years with the proliferation of cell phones and mobile devices. MIT dorm phones today, see very little usage. As these are still a significant number of lines this has a potential impact on our downsizing strategy for the 5ESS, but MIT Housing has been working with IS&T to remove the analog phones from the dormitories and we hope to have that completed by the end of FY10.</p> <p>IS&T is not the only provider of network services on the MIT campus. There are several departments, labs and centers that manage and provide their own network services, such as CSAIL, Mathematics, LNS, PSFC, RLE, CSR and Whitehead. IS&T was the only provider of Voice services across the MIT campus, but providing VoIP services necessitates that those services be provided over the IP network, and providing those services over private networks that we do not maintain, operate and manage presents unique deployment, management and support challenges not seen in other locations across the MIT campus. Some of these networks do not have the infrastructure from a cabling perspective or network equipment to easily provide MIT VoIP services. We continue to work with our private networks in the DLCs to develop solutions to integrate MIT VoIP services into their environment and leverage their existing network investments.</p> <p>The VoIP transition is a significant re-investment in the future of MIT's voice services infrastructure. This investments required to develop and provide MIT's VoIP service range from servers, software and licenses to desktop phones and mobile devices. IS&T requested additional TNSC funding to complete the transition of MIT's voice services to VoIP, but the significant global financial changes necessitate IS&T completing this transition to VoIP within the existing TNSC funding envelope. IS&T has elected to accelerate the overall VoIP transition rate in order to minimize the financial impact of the transition itself and to realize the savings from moving to VoIP as soon as possible in this challenging financial landscape.</p>	<p>Current Owner Status</p> <p>Overdue</p> <p>Overdue</p> <p>Overdue</p>				
Risks Impact Probability					
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$5,892,339.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
14	Voicemail Platform Replacement	4/1/10	6/30/10		Overdue
16	VoIP transition launch	1/2/08	1/2/08	12/16/09	Completed
17	1/3 Completion of Campus VoIP transition	1/1/09	1/1/09	12/16/09	Completed
18	VoIP is MIT's default voice service offering	7/1/09	7/1/09	12/16/09	Completed
19	2/3 Completion of Campus VoIP Transition	1/1/10	1/1/10	1/1/10	Completed
20	Completion of Transition for VoIP Ready Buildings	1/1/10	5/31/10		Overdue
21	Openser Platform Migration	8/2/10	8/2/10		Overdue
22	Completion of Overall VoIP Transition	1/3/11	1/3/11		Overdue
23	MITvoip Encryption	1/1/10	4/30/10		Overdue
24	MITvoip ATA Support	6/1/09	4/30/10		Overdue
25	SIP Trunking	11/2/09	6/30/10		Overdue

Scope Status	
<p>2QFY09: Buildings 14,12,E51,E52 completed. Buildings 16,46,68 in progress (46 is continues to be slow because of reluctance of some clients to transition). Building 66 (ChemE) delayed due to steam outage in November. Contacts being made with 13 and 54.</p> <p>approximately 4800 MITvoip accounts as of 12/1/08.</p>	
Budget/Resources Status	
None	
Sponsor Relationship Status	
Sponsor playing an active role in resolving issues.	
Project Timeline Status	

199 OI: W1	Execute & Control	Last Update 1/27/11 4:32:16 PM	Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Full building renovation of the existing Ashdown (W1) graduate student dormitory. This building will be converted from graduate student housing to undergraduate housing upon completion of the renovation. The existing student occupants were relocated to the new graduate dormitory NW35 once its construction was completed.		
Core Team		
Project Manager Andrew Bonvie	Project Sponsor DSL/Facilities	
IS&T Organizational Dependencies		
Dependencies CS	Handoffs CS	
Key Dates		
	Original	Revised
Start Date	4/1/08	9/1/09
End Date	8/15/11	8/15/11

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		
\$500,000.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Design and engineering	9/1/09	4/1/10	4/1/10	Completed
2	TDCR Construction.	11/1/10	3/25/11		Overdue
3	Wiring. Equipment	11/8/10	8/12/11		In Progress
4	Installation.	7/1/11	8/12/11		Not Started
5	Move In Date.	8/15/11	8/15/11		Not Started

Scope Status
This building has been designed with pathways to accommodate (4) ports per pillow, but will open with (2) ports per pillow. IT services being provided are the wired network, the wireless network, VoIP, analog voice, satellite TV, IPTV and DAS in-building cellular.
Budget/Resources Status
This project is not covered under the TNSC. Budget closer to \$900k. This does include the cost for wiring. This does not include the cost for construction of TDCR's and pathways which we typically own on our MITnet upgrades.
Sponsor Relationship Status
Project Timeline Status

450 SE: IDD Application Server Upgrade	Close	Last Update 1/24/11 11:59:47 AM	Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Info not provided		
Core Team		
Project Manager Rich Murphy	Project Sponsor Kevin Lyons	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	7/1/10	8/5/10
End Date	6/30/15	12/31/10

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	\$2,475.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Implementation	8/5/10	12/31/10		Overdue

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

412 SE: iPhone App	Execute & Control	Last Update 4/13/10 6:13:27 PM	Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
MIT Mobile iPhone App was successfully released in the first week of February, 2010. The next phase is to improve the MIT Mobile iPhone App and make associated changes to the MIT Mobile Framework with new features and improvements during the remainder of FY2010.		
Core Team		
Project Manager	Project Sponsor MIT News Office	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS	CS	
Key Dates		
	Original	Revised
Start Date	11/16/09	11/16/09
End Date	3/1/10	6/11/10

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		
\$125,000.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
17	2.x Devevelopment	3/1/10	5/28/10		Overdue
18	Statistics	3/1/10	3/31/10	3/31/10	Completed
19	SMS Deployment Enhancement	3/1/10	3/19/10	3/19/10	Completed
20	Events Calendar	3/22/10	4/16/10		Overdue
21	News Improvements	3/15/10	5/28/10		Overdue
22	Map Improvements	3/15/10	5/28/10		Overdue
23	Shuttle Improvement	3/22/10	5/7/10		Overdue
24	2.0 Beta Testing	4/20/10	4/26/10		Overdue
25	2.0 Release	4/26/10	4/29/10		Overdue
26	2.1 Beta Testing	5/24/10	6/4/10		Overdue
27	2.1 Release	6/7/10	6/11/10		Overdue
28	Open Source	3/15/10	4/16/10		Overdue

Scope Status
Functionality has been defined in concert with News Office. Working thru implementation issues with all developers. Will reduce scope of any item (or adjust which items to implement) should any item be projected to not be completed by deadline. All determinations of functional reductions (or additions) will be handled in partnership with News Office.
Budget/Resources Status
Sponsor Relationship Status
David Foucher of the MIT News Office is the partner in the project. David will be driving the requirements for the overall goals of the application along with providing the News module for the app.
Project Timeline Status
Minor changes to the timeline due to the request of the MIT News Office. Events Calendar and News Module Improvements will now take priority as of March 2010.
Scheduled Releases: Before 4/30/2010: Release 2.0 that contains Events Calendar and News improvements Before 6/14/2010: Release 2.1 with additional improvements

482 SE: IS&T Website Redesign and Service Catalog

Execute & Control

Last Update
4/22/11 3:30:28 PM

Current	Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information

IS&T Website Redesign and Service Catalog

Project Summary

The IS&T Website Redesign and Service Catalog Project team will hire someone to redesign and develop templates for our website and service catalog in Drupal. The purpose of the site is to help the MIT community understand, get, and use IS&T services. The website will also help to expand the IS&T brand that promotes MIT's commitment to excellence. IS&T is a service organization. Our website's look and feel should embody and directly reflect our mission of service provider and our vision of making IT easy for our customers and ourselves. It should support our vision of self-service. It should reflect the major themes of automation, mobility, simplification, de-customization, and removing pain points. The site's look and feel/design should focus on "What members of the MIT community want from IS&T." The site design should revolve around the service catalog.

Core Team

Project Manager: Rich Murphy
Project Sponsor: Marilyn T. Smith & Barbara Goguen

IS&T Organizational Dependencies

Dependencies	Handoffs
SE, CS	SE, CS

Key Dates

	Original	Revised
Start Date	11/1/10	11/1/10
End Date	7/31/11	12/29/11

Top Issues and Risks for the Project

Issues	Current Owner	Status
4 of 6 design firms have declined to respond primarily due to the implementation date. We extended the deadline and sent the RFP out to 4 additional firms.		Complete
A scope change was approved to include expanded user interviews and to make a recommendation on the content location for "How to" content. This resulted in a budget increase of \$4,500.		Complete
We have had issues with scheduling interview sessions with Faculty and Students. Oliver Thomas gracefully suggested we reach out to the Faculty Liaison group.		Overdue

Risks	Impact	Probability
Budget resources	Medium	Medium
Time line may be in jeopardy based on feedback from	Medium	Medium

Project Budget and Forecasts

Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost
\$125,000.00	0	0	0

Key Milestones and Deliverables

#	Name	Begin	Original End	Rev. End	Task Status
1	Project Start	11/1/10	11/1/10	11/1/10	Completed
2	Define Steering Committee	12/1/10	12/1/10	12/1/10	Completed
3	Project kickoff with Steering Committee	1/27/11	1/27/11	1/27/11	Completed
4	Define Service Catalog	12/13/10	12/13/10	12/13/10	Completed
5	Create/Update Service Catalog	1/3/11	1/3/11	4/22/11	Completed
6	RFP out to design firms	12/6/10	12/6/10	12/6/10	Completed
7	RFP back from design firms	1/14/11	1/14/11	1/14/11	Completed
8	Design firm selection	1/28/11	3/31/11	3/31/11	Completed
9	Complete all requirement gathering meetings	4/4/11	4/29/11		Overdue
10	Present and review creative brief and personas	4/22/11	5/4/11		Not Started
11	Sign off on personas	5/12/11	5/12/11		Not Started
12	Present sitemap and homepage wireframes	4/29/11	5/25/11		Not Started
13	Test wireframes in usability lab	5/25/11	6/1/11		Not Started
14	R01: Design	6/22/11	6/22/11		Not Started
15	R01: Design Feedback	6/23/11	6/23/11		Not Started
16	R02: Design	6/27/11	7/13/11		Not Started
17	R02: Usability	7/14/11	7/20/11		Not Started
18	R03: Design	8/10/11	8/10/11		Not Started
19	R03: Design Feedback	8/10/11	8/12/11		Not Started
20	R04: Final for review	8/12/11	8/24/11		Not Started
21	R04: Final Edits	8/24/11	8/26/11		Not Started
22	Final Design for sign off	9/8/11	9/8/11		Not Started
23	Sign Off	9/8/11	9/8/11		Not Started
24	Style Guide Delivered	9/8/11	9/12/11		Not Started
25	Development begins	9/12/11	11/16/11		Not Started

Scope Status

Scope was increased to include analysis of the best location for "How To" and "User Generated" content.

Budget/Resources Status

Moht Design submitted a proposal \$85,500. There has been a subsequent increase in scope and budget of \$4,500. Bringing the total vendor cost to \$90,000. I feel we are still within the original estimate of \$125,000 which includes IS&T personnel time.

Sponsor Relationship Status

Project Timeline Status

We have extended the time line to accommodate the additional user interview sessions and to answer the "How to" content question.

#	Name	Begin	Original End	Rev. End	Task Status
					Started
26	User Testing/Training	11/17/11	12/8/11		Not Started
27	Content Load/Data Migration	12/9/11	12/28/11		Not Started
28	Site Launches	12/29/11	12/29/11		Not Started

438 SE: krb5-1.9 release

Last Update

Prepare 6/28/10 3:46:9 PM

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

Project Information		
Develop, test, and release the open-source krb5-1.9 product for a worldwide community.		
Core Team		
Project Manager Tom Yu	Project Sponsor Steve Buckley	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	3/1/10	3/1/10
End Date	12/1/10	12/1/10

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		
\$515,037.00	\$431,141.00	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Python test framework	3/1/10	3/4/10	3/4/10	Completed
2	KDC refactoring	8/4/10	8/31/10		Overdue
3	DAL cleanup	6/8/10	7/30/10		Overdue
6	NSS crypto back end	3/1/10	8/27/10		Overdue
9	Plugin framework	5/17/10	8/27/10		Overdue
14	Account lockout performance	5/5/10	5/20/10	5/20/10	Completed
15	Trace logging	5/25/10	6/7/10		Completed
16	OTP (SecurID for MIT deployment)	7/12/10	7/23/10		Overdue
17	Config file validator	3/1/10	3/1/10		Completed
18	IAKERB integration	3/29/10	4/30/10	4/30/10	Completed
19	Camellia CCM	5/9/10	8/9/10		Overdue
23	Release branch	9/1/10	9/1/10		Overdue
25	Beta release	11/2/10	11/2/10		Overdue
27	Final release	12/1/10	12/1/10		Overdue

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

458 SE: MIT Mobile for Android

Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
9/20/10 2:32:43 PM	Current	None		

Project Information		
Like MIT Mobile for iPhone, but for Android devices.		
Core Team		
Project Manager	Project Sponsor MIT News Office	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
SE	SE	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	11/1/10	11/1/10

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

Scope Status	
None	
Budget/Resources Status	
Sponsor Relationship Status	
Project Timeline Status	

223 SE: MIT Touchstone 2.0

Execute & Control

Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
4/13/10 6:14:49 PM	Current			

Project Information		
Continuing development of features for Touchstone system. See task list for items being developed.		
Core Team		
Project Manager	Project Sponsor Stephen Buckley	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES, Admin	ES, Admin	
Key Dates		
	Original	Revised
Start Date	3/2/09	2/2/09
End Date	6/30/10	6/14/10

Top Issues and Risks for the Project					
Issues					
16 of 17 applications have been upgraded to Shibboleth 2.x. The HR web site has not yet upgraded but is working on it.					
In December of 2009 a business case for the use of targeted-id emerged from the MIT Libraries (RefWorks). The targeted-id work had been on hold. The work to support it will commence after IdP transitions are completed. - customer seeks fall (2010) readiness					
Risks Impact Probability					
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$306,157.00	0	0	0		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Shibboleth 2.0 support for Service Providers	4/15/09	7/29/09	8/4/09	Completed
2	targeted ID support	4/26/10	6/14/10		Overdue
3	Refactor error display to provide more specific/differentiated user feedback	2/2/09	3/30/09	6/3/09	Completed
5	XML config file editing tool	12/1/09	2/2/10		Overdue
8	Login Pages appropriate for mobile users (core IdP)	6/22/09	8/14/09	6/22/09	Completed
11	Shibboleth 2.0 Login Implementation - development and integration	8/3/09	1/22/10	1/22/10	Completed
12	WAYF use discovery service protocol	7/1/09	8/14/09	7/1/09	Completed
13	IdP clustering using F5	9/18/09	4/30/10		Overdue
14	Shibboleth 2.0 deployment on IdPs	11/2/09	11/30/09		Overdue
15	Research user control of attribute release	9/18/09	9/18/09	9/18/09	Completed
18	New WAYF	5/1/09	5/27/09	6/3/09	Completed
19	transition core IdP to new LDAP service	6/2/09	6/15/09	8/4/09	Completed
20	CAMS integration with LDAP and Moira	5/8/09	8/28/09	10/16/09	Completed
21	add support for new encytypes to CAMS	7/15/09	9/4/09		On Hold
22	iPhone support on WAYF	6/1/09	8/31/09		Overdue

Scope Status	
Upgrades necessary since current software will be unsupported June 2010. We need to move identity providers to 2.0 and assist community to move their service providers to 2.0. (IdP and SP work are not tightly coupled.)	
Another 5 to 7 applications are in the pipeline.	
Alumni interest has introduced some scope creep. That work is currently on hold due to lack of resources in Alumni.	
Budget/Resources Status	
Sponsor Relationship Status	
Sponsor was Wilson D'Souza and is now Stephen Buckley.	
Project Timeline Status	
The core IdPs were not updated in January of 2010. They were updated on March 27. The CAMS IdPs will be updated in April of 2010.	
We're evaluating third party packages for attribute release approval[15], and SP registration[5].	

393 SE: QC Implementation and Automation FY10

Execute & Control

Last Update
7/1/10 3:33:4 PM

	Timeline Status	Scope Status	Budget Status	Sponsor Status
Current				

Project Information		
<p>Project created from the approved Business Case presented as one of the cost savings ideas that should recognize a savings of over 500K in support pack testing costs by FYE 2012 (Planned SAP Upgrade). Normal overall SAP support pack testing costs should recognize a savings of at least 100K. The project is a 2 part plan (HP Quality Center Implementation & Automation).</p> <p>To improve the process for the Business Analysts and Business Users that will allow them to spend less time on year end support packs, OS and DB upgrade testing. This would also allow the IDD team to spend less time on manual regression testing on enhancements, defects, desktop & server patches and upgrades. Ultimately save costs on regression testing & gain efficiencies on Projects.</p>		
Core Team		
Project Manager	Project Sponsor	
Wendy Bastos	Bart Dahlstrom, and Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS	OI	
Key Dates		
	Original	Revised
Start Date	9/21/09	9/21/09
End Date	6/30/10	8/3/10

Top Issues and Risks for the Project					
Issues	Current Owner	Status			
Oracle 10G and QC 10 on Linux were not certified by SAP. We now need to install Oracle 9.x and try re-installing QC.					
Issue resolved.		Complete			
Updated time line status to yellow due to resource constraints on bringing over the SAP support pack test cases to Quality Center. The estimate required a resource at least 50% of the time. Some of the work also requires re-writing test cases to completion and the format that Quality Center requires.		Overdue			
We have not implemented fail over for Quality Center. We are researching utilizing virtual redundancy. This however, would cost additional funds of approximately \$3K.		Overdue			
We only have 5 licenses to operate Quality Center. If we want to roll out to more users we will need to purchase additional licenses.		Complete			
Working with Mary and Ron to develop a strategy where the test environment only contains new code and data refresh possible once a year. This test environment would be for automated and manual regression testing.		Overdue			
Risks Impact Probability					
Project Budget and Forecasts					
Budget	Estimated Expenses	Estimated Labor Cost	Total Actual Labor Cost		
\$100,000.00	0	0	\$108,084.00		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Oracle Install & config	9/21/09	10/5/09		Completed
2	QC Installation & config.	10/6/09	12/3/09	12/4/09	Completed
3	License Server Install & config	9/21/09	11/24/09	9/25/09	Completed
4	Test & Review QC Config	12/4/09	12/4/09	12/4/09	Completed
5	Define & Implement Test Script Hierarchy include pilot project	12/14/09	3/15/10	4/30/10	Completed
6	Automation - APR	9/21/09	12/31/09	12/4/09	Completed
7	SAP Support Pack Automation	12/7/09	6/30/10	7/2/10	Completed
8	Port over SAP test cases	3/12/10	8/3/10		Overdue

Scope Status
Automation Includes: 1. Automated APR termination test cases end to end - Includes termination on the web, process into SAP, and SAP final validation. - Complete 2. Validation tool that validates 14 different info-types containing numerous fields within the info-type. - Complete 3. SAP Portal production monitoring - validates 280 links daily. Time saved = 2 hours per day. - Complete 4. Automate 10% of the SAP Support pack HR/Payroll, Logistics, and Finance test cases. - Complete 5. Additional automation created for the Hardware Renewal project focused on smoke tests for SAPWeb. - Complete. This will also benefit the Support Pack testing. 6. Integrate Automated scripts (10%) into QC by 8/1/10.
Quality Center Implementation: 1. Define and Design configuration & folder structure. 2. Build User Documentation 3. Roll out and train key users. 4. Implement pilot projects 5. Implement SAP Support pack test cases. 6. Completion of moving SAP Support pack test cases for HR/Payroll and Finance by 8/1/10.
Budget/Resources Status
Slightly over due by \$55K to underestimation of consultant time.
Sponsor Relationship Status
No issues
Project Timeline Status
Updated time line status to yellow due to resource constraints on bringing over the SAP support pack test cases to Quality Center. The estimate required a resource at least 50% of the time. Some of the work also requires re-writing test cases to completion and the format that Quality Center requires. We are at 40% at the present time. Due to the number of resources available on the team and other project work, it is highly probable this task will not be completed by the end of August. The plan is to complete moving the HR/Payroll and Finance test cases by 8/1/10 (Approx. 400 test cases).
For FYE '11 we will be planning on focusing on automating end to end test cases for HR/Payroll. This will assist with Open Enrollment and serve as an end to end regression suite for IS&T as well as HR & VPF.

452 SE: Web Services

Last Update	Timeline Status	Scope Status	Budget Status	Sponsor Status
8/19/10 2:52:36 PM	Current	None	None	None

Project Information	
Time sheet entry project for the Web Services team.	

Core Team	
Project Manager	Project Sponsor Rich Murphy

IS&T Organizational Dependencies	
Dependencies	Handoffs
OI	OI

Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	6/30/11	7/29/11

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	\$102,900.00	\$7,727.50		
Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	IS&T Website Redesign	7/1/10	5/31/11		Not Started
2	Support: Web Moira	7/1/10	6/30/11		Not Started
3	Support: Athena	7/1/10	6/30/11		Not Started
4	Support: Dev Tools	7/1/10	7/29/11		Not Started
5	Wikis Upgrade	7/1/10	6/30/11		Not Started
6	Support: Mobile Dev	7/1/10	7/29/11		Not Started
7	Support: Platform	7/1/10	6/30/11		Not Started
8	Online Grading	7/1/10	6/30/11		Not Started
9	Support: Web Services	7/1/10	6/30/11		Not Started
10	Support: IS&T Website	7/1/10	6/30/11		Not Started
11	IS&T Website Publishing	7/1/10	6/30/11		Not Started
12	Support: Wikis	7/1/10	6/30/11		Not Started
13	IS&T Process Improvement	7/1/10	6/30/11		Not Started
14	Support: Touchstone	7/1/10	6/30/11		Not Started
15	Touchstone Development	7/1/10	6/30/11		Not Started
16	Support: IDD Web	7/1/10	6/30/11		In Progress
17	Support: Admin Logistics	7/1/10	6/30/11		In Progress
18	Support: Admin SRM	7/1/10	6/30/11		Not Started
19	E-W2	7/1/10	6/30/11		Not Started
20	Support: EHS	7/1/10	6/30/11		In Progress
21	EHS Development	7/1/10	6/30/11		In Progress
22	E-Learning	7/1/10	6/30/11		In Progress
23	APR Development	7/1/10	6/30/11		Not Started
24	Support: Events Calendar	7/1/10	6/30/11		Not Started
25	Support: Commuting	7/1/10	6/30/11		In Progress
26	HR Pay Enhancements	7/1/10	6/30/11		Not Started
27	Support: Webmaster	7/1/10	6/30/11	8/20/10	Completed
28	IDD JAVA6/OAS 10.1.3	7/1/10	6/30/11	6/30/11	Completed

Scope Status
None

Budget/Resources Status
None

Sponsor Relationship Status
None

Project Timeline Status
None