**IST** Information Services and Technology

**Monthly Project Snapshot**

**Aug 11, 2009**

| | **Last Update** | | **Timeline Status** | **Scope Status** | **Budget Status** | **Sponsor Status** |
|---|---|---|---|---|---|---|
| **333  Reporting and Forecasting Tool (RAFT)** | Execute & Control  8/11/09 9:11:19 AM | **Current** | 🟩 | 🟩 | 🟩 | 🟩 |

## Project Information

Phase One of this project is dedicated to converting the existing ISN solution to a more robust, stable enterprise wide solution.

This phase will make available a set of centrally managed forecasting and modeling tools which provide
- Reliable, accurate, consistent and timely data (using data warehouse)
- A data architecture which can easily and reliably join local with warehouse data
- The ability to manage purchasing and labor commitments Saving of forecasts and projections for future reference, in a secure way
- The ability to plan revenue and expense across multiple time dimensions

Make available web reporting tools which provide an easy to use front-end and readable, professional-looking reports

## Core Team

| Project Manager | Project Sponsor |
|---|---|
| Mary Weisse | Claude Canizares |

## IS&T Organizational Dependencies

| Dependencies | Handoffs |
|---|---|
| CSS | None |

## Key Dates

| | Original | Revised |
|---|---|---|
| Start Date | 5/1/09 | 5/1/09 |
| End Date | 11/30/09 | 11/30/09 |

## Top Issues and Risks for the Project

| Issues | Owner | Current Status |
|---|---|---|
| Once a reporting tool has been selected, we will need to pull together team for negotiating with the Vendor. | | Overdue |

| Risks | Impact | Probability |
|---|---|---|
| There is a risk due to the amount of data involved and the requirement to report an any user supplied date range. | Large | Medium |
| Currently it takes 8 hours to refresh the data.  If this cannot be reduced date from close of business the previous day will not be available unitl 12 noon.  Alternative (if oad time cannot be reduced) is to have the data be 2 days old. | Large | High |
| Risk: Key information exists in COEUS but not in SAP. Mitigation: We will load COEUS budgets in Phase 2. We may need to review loading COEUS Budgets in Phase 1 Impact: 1 (They are not really our target audience | Medium | Medium |
| Risk: The GL Hierarchies provided in the system will not be enough for all DLCS (Example: IST Finance) Mitigation: We will need to review this in phase 2 Impact: ? (Unknown at this time – will need to review) | Small | Low |
| Risk: This tool will not work for settlement based tracking. (Example: IS&amp;T Finance) Mitigation: None. Will Review impact Impact: ? (Unknown at this time) | Medium | High |

## Project Budget and Forecasts

| Budget | Estimated Expenses | Estimated Labor Cost | Total Actual Labor Cost |
|---|---|---|---|
| $232,000.00 | 0 | 0 | 0 |

## Key Milestones and Deliverables

| # | Name | Begin | Original End | Rev. End | Task Status |
|---|---|---|---|---|---|
| 1 | Design | 5/11/09 | 9/14/09 | | In Progress |
| 2 | Workflow diagrams | 5/11/09 | 5/22/09 | 6/9/09 | Completed |
| 3 | Wireframe & Display Prototypes. | 6/3/09 | 9/9/09 | | In Progress |
| 4 | Document Fron-End Design | 9/10/09 | 9/14/09 | | Not Started |
| 5 | Design Complete | 9/14/09 | 9/14/09 | | Not Started |
| 6 | Infrastructure | 5/1/09 | 9/3/09 | | In Progress |
| 7 | Server Setup | 5/1/09 | 5/20/09 | 6/11/09 | Completed |
| 8 | Database Setup | 5/1/09 | 8/17/09 | | In Progress |
| 11 | PHP Setup 1 | 7/3/09 | 8/11/09 | | In Progress |
| 20 | PHP Setup 2 | 8/12/09 | 9/3/09 | | Not Started |
| 22 | Infrastructure configured and tested | 8/19/09 | 8/19/09 | | Not Started |
| 23 | Development | 8/10/09 | 11/30/09 | | Not Started |
| 24 | Sprint 0 | 8/10/09 | 9/3/09 | | Not Started |
| 28 | Sprint 0 Completed | 9/3/09 | 9/3/09 | | Not Started |
| 29 | Sprint 1 | 8/12/09 | 9/11/09 | | Not Started |
| 30 | Sprint 1 - Requirements Review, Modifications & Testing | 8/12/09 | 9/11/09 | | Not Started |
| 31 | Sprint 1 Complete | 9/11/09 | 9/11/09 | | Not Started |
| 32 | Sprint 2 | 9/14/09 | 10/14/09 | | Not Started |
| 34 | Sprint 2 Complete | 10/14/09 | 10/14/09 | | Not Started |
| 35 | Sprint 3 | 10/15/09 | 11/16/09 | | Not Started |
| 36 | Sprint 3 - Requirements Review, Modifications & Testing | 10/15/09 | 11/16/09 | | Not Started |
| 37 | Sprint 3 Completed | 11/16/09 | 11/16/09 | | Not Started |
| 38 | Development Completed | 11/30/09 | 11/30/09 | | Not Started |
| 39 | Deployment | 8/25/09 | 10/7/09 | | Not Started |

## Scope Status

We will officially kickoff this project on May 20, 2009.
The steering committee is scheduled to review and signoff on the requirements created in phase zero in early June.
The design phase has begun and is on tack to be completed in mid July.  Iterative development cycles are scheduled to begin in mid July when design is complete.

Current Phase:
Design work has begun. Development tasks have been entered into JIRA

Communication Tasks:
Tap Review has been completed - no findings

Operations:
AMIT has completed the server sertup
The oracle client on the dev server has been installed (by the dba team) and is ready to go.

UXD Tasks:
Paper wireframes have been completed and are ready for review withusability.
PHP Framework for wireframe testing.

## Budget/Resources Status

SWEB 157K
Hardware 10K
Software 65K

## Sponsor Relationship Status

On Track.  Claude continues to endorse and support this effort.

## Project Timeline Status