Executive Sponsors Meeting
Major Project Updates

07/10/2017

Agenda

- Create Electronic Meal Plan Change Form
- CSS 9.0 Bundle 45 and Rework*
- DocuSign for Capital Planning
- WBGU-TV & Agilon One Donor Data Workflow
- Agilon One Upgrade
- Implement Student Dynamic Billing*
- Musical Arts Ticketing System*
- Implement POS for Dining Services
- Auto Admit and Matriculate Grad Students
- Replace and Enhance Student Scheduling Software
- NORIS to SunGard Migration
- G Suite for Education
- Implement Lightspeed - Falcon Outfitters
- Select Secure Email Solution
- 25 Live Implementation
- Withdrawal Form Splash Page
- Implement Faculty 180 Phase 1
- GSW - Distribute Placement Essays
- Fund balance interface FMS to One
- ARTSC Test Scores from Perpetual Works
- Student Refunding for Credit Card Payments
- Adobe Campaign Email Solutions
- Graduate Curriculum Modification
- New WRL Report for Foundation
- Implement Avalon Multimedia System
- Add Gender to Learning Community Query
- Migration from OrgSync to Engage
- Duo for Email Opt-In
- Donor Wall Technology
- Update StarRez
- Provost Performance Metrics
- GSW Online Placement App Update
- HCM 9.2 Get Current
- AEM 6.3 Upgrade
- Voter Identification Letter
- Graduate College Form Automation
- CSS 9.2 Upgrade
- EvaluationKit University-Wide Course Evaluation
- Pharos Upgrade
- Data Center Migration
- Business Process Review
- Graduate Contracting App Upgrade For GA T/L
- Winter Session Program

Create Electronic Meal Plan Change Form

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

To provide flexibility to the student, a meal plan change request will be submitted with a web form that displays a student's current meal plan and other meal plans available to them. The DocuSign product will be used to manage the signature(s) and the status of each signature request. . The list of signature requests will provide UDS a list of students to make the requested meal plan changes in Micros, BlackBoard Transact and Student Financials. The implementation has been rescheduled for 7/16/2017.

Past Month's Key Accomplishments

- DocuSign developer has made changes for term selection by students
- Web page configuration is ongoing
- Creation of a department email account for UDS is complete

Upcoming Milestones

- Monitor development progress
- Deliver web page and electronic signature functionality to the Functional Users on 7/10/2017 for UAT

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-6	Nov-13	Nov-20	Nov-27	Dec-4	Dec-11	Dec-18	Dec-25	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	28	29	30	31	32	33	34	35	36	37	38	39	40
	Initialize																																					
Cmplt	Project Planning	X	X																																			
Cmplt	Design Solution		X	X	X	X	X	X																														
Cmplt	Project Kick-Off		X																																			
	Analyze, Design, & Development																																					
Cmplt	Finalize Technical Specs/Requirements						X	X	X	X																												
On Trk	Web Page Development				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			X	X	X
On Trk	DocuSign Configuration										X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			X	X	X
On Trk	Unit Test											X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
On Trk	UAT Migration/Configuration																																		X	X		
	Test																																					
On Trk	Testing/Defect Resolution (QNA)														X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
On Trk	Security Testing Migration/Configuration																																			X		
On Trk	Testing/Defect Resolution (PPD)																																			X		
	Implement																																					
Nt Strtd	Communication to Campus/Training																																				X	
Nt Strtd	Production Configuration																																				X	
Nt Strtd	Production Migration																																					★
Nt Strtd	Execute New Process																																					X

CSS 9.0 Bundle 45 and Rework

BGSU

Project Status: ★

Monthly Summary – July 3, 2017

Install CSS 9.0 Bundle 45 quarterly maintenance which contains 2017-2018 Financial Aid Regulatory Release 4 and several bug fixes. In addition, we also applied a patch for PeopleTools 8.54.31 to mitigate a security vulnerability. During this same timeframe, HCM was also updated to PeopleTools 8.54.31 to fully test and verify the integration between CSS and HCM. Over the past month, the functional leads completed their User Acceptance Testing in CSSQNA and CSSPPD test environments. CSS 9.0 Bundle 45, related rework items, and PeopleTools 8.54.31 patch were successfully installed into Production CSS on Sunday 06/18/2017.

Past Month's Key Accomplishments

- Completed User Acceptance Testing in QNA – 6/7/2017
- Applied CSS 9.0 Bundle 45, Rework and PT 8.54.31 in PPD - 6/9/2017
- Completed User Acceptance Testing in PPD – 06/16/2017
- Installed CSS 9.0 Bundle 45, Rework and PT 8.54.31 in PROD - 6/18

Upcoming Milestones

- None

Project Milestones

Status	Week Beginning (Sunday Date)	Mar-5	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18
	Week Number	**1**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**
	Initialize										
Cmplt	Project Planning		X								
	Analyze, Design, & Development										
Cmplt	Perform Project Analysis			X							
Cmplt	Create Project Design/Specifications Requirements				X	X					
Cmplt	Perform Development				X	X					
	Test										
Cmplt	Create Test Schedule/Cycles					X					
Cmplt	Create Test Scripts					X					
Cmplt	Perform Testing						X	X	X	X	
Cmplt	Perform Issue Resolution & Tracking						X	X	X	X	
	Implement										
Cmplt	Create Go-Live Plan					X					
Cmplt	Perform Communications to campus						X	X	X	X	
Cmplt	Update Knowledgebase									X	X
Cmplt	Implement Go-Live Plan										★

DocuSign for Capital Planning

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

This DocuSign for Capital Planning project's objective is to replace the existing PDF project request form for Capital Planning with an electronic form. Development of the solution has been completed and is in user testing. Upon approval, the solution will be migrated ahead of the Aug. 1st deadline.

Past Month's Key Accomplishments

- Development has been completed

Upcoming Milestones

- User testing
- Go-live

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**
	Initialize														
Cmplt	Project Kick-Off	X													
	Analyze, Design, & Development														
Cmplt	Perform Project Analysis	X	X												
Cmplt	Create Project Design/Specifications Requirements		X	X	X	X									
Cmplt	Perform Development						X	X	X	X					
	Test														
Cmplt	Create Test Scripts									X					
On Trk	Perform Testing										X	X			
Nt Strtd	Perform Issue Resolution & Tracking												X	X	
	Implement														
Nt Strtd	Implement Go-Live Plan														★

WBGU-TV & Agilon One Donor Data Workflow

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

ACD Direct released a sample file to BGSU. Upon our initial testing we discovered errors when processing it in Agilon. Agilon support was contacted. Their recommendation is to change the column headings in the template to remove the prefix (table name). As a test, we removed it from the template and reran the process. It worked as expected. We have reached out to ACD Direct to make this change. We are waiting to hear when the heading changes are ready for us to test again. I will keep the status green until I know more.

Past Month's Key Accomplishments

- Received sample file format changes from ACD Direct
- Initial file testing into Agilon produced errors
- Development back with ACD Direct to make header changes to template

Upcoming Milestones

- Test new development changes as soon as possible

Project Milestones

Status	Week Beginning (Sunday Date)	Oct-23	Oct-30	Nov-6	Nov-13	Nov-20	Nov-27	Dec-4	Dec-11	Dec-18	Dec-25	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
	Initialize																																							
Cmplt	Project Planning/Charter	X	X	X																																				
Cmplt	Project Kick-Off			X																																				
	Analyze, Design, & Development																																							
Cmplt	Develop functional requirements			X	X	X	X	X	X	X	X	X	X	X																										
Cmplt	Tech Specs for Data Flows from ACD Direct to Agilon - file format changes for both vendors													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X												
Cmplt	Tech Specs for Data Flows from Agilon to Allegiance - in house written													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X												
At Rsk	Develop both interfaces																													X	X	X	X	X	X	X	X	X	X	
	Test																																							
At Rsk	Functional testing																																				X	X	X	
At Rsk	Resolving issues																																				X	X	X	
At Rsk	approval to migrate to production																																						X	
	Implement																																							
Nt Strtd	Production Migration																																							X
Nt Strtd	Go-Live																																							★

Agilon One Upgrade

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

We are still experiencing connectivity issues between the new Agilon One TEST environment and our PayPal test sandbox. We are working hard to remedy the problem but have not come up with a solution as of yet. This functionality plays a big part in testing the event registration bug fix. This issue is not associated with the upgrade and is not Agilon related. It is on the PayPal sandbox side. We have a support ticket submitted to PayPal. If this is not resolved in time for the go-live, we may need to look at a contingency plan.
Go-live date has been pushed back to July 10 from June 29.

Past Month's Key Accomplishments

- Resolved 13 of 14 issues – PayPal issue still outstanding
- Weekly testing status meetings with staff
- Revised go-live plan
- Revised outage page and email communication
- New Production migration date is July 10 @ 4am

Upcoming Milestones

- Go/NoGo meeting scheduled for July 5
- Receive approvals from staff. Becky to give final approval
- Send out campus communications
- Production migration – July 10 @ 4am
- Send out post upgrade communication

Project Milestones

Status	Week Beginning (Sunday Date)	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	Initialize																	
Cmplt	Vendor Contact	X																
Cmplt	Project Planning/Charter	X	X	X	X	X	X											
Cmplt	Project Kick-Off							X	X									
	Analyze, Design, & Development																	
Cmplt	Configure Agilon Environments					X	X	X	X									
Cmplt	Design Project Plan					X	X	X	X									
Cmplt	New Staff Training							X	X	X	X							
	Test																	
Cmplt	Create/update Test Scripts							X	X	X	X	X						
Cmplt	Round 1 Testing (DEV)										X	X						
On Trk	Round 2 Testing (TEST)											X	X	X	X	X	X	
On Trk	Perform Issue Resolution & Tracking											X	X	X	X	X	X	
	Implement																	
Nt Strtd	Perform Communications to campus															X	X	X
Nt Strtd	Implement Go-Live																	★

Implement Student Dynamic Billing

BGSU

Project Status: ★

Monthly Summary – July 3, 2017

On June 18th the project team successfully migrated the PeopleSoft projects to CSS production. Bursar staff arrived in the early morning to complete CASHNet and CSS configuration while the pre-planned portal changes were made. During verification, one issue was discovered within CASHNet, but was actually a result of the CSS PeopleTools 8.54.31 patch earlier in the day. The remainder of the go-live testing was successful and CASHNet corrected the PeopleTools error on June 20th. This project is now closed. An enhancement request has been opened with ITS, 282044, for desired modifications identified during this project's testing phase.

Past Month's Key Accomplishments	Upcoming Milestones
• Go-Live: Migration to production complete	• None

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-6	Nov-13	Nov-20	Nov-27	Dec-4	Dec-11	Dec-18	Dec-25	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34
	Initialization and Design																																		
Cmplt	Collect Requirements	X	X	X	X			X																											
Cmplt	Conduct Design Sessions				X	X	X	X	X	X																									
Cmplt	Gather Feedback from Executives													X	X																				
Cmplt	Project Planning							X	X	X	X	X	X																						
	Development and Testing																																		
Cmplt	Create Prototype for New Interface									X	X	X			X	X	X	X	X	X	X	X													
Cmplt	Move Develoment to QNA																						X	X											
Cmplt	User Acceptance Testing in QNA																							X	X	X	X	X	X	X	X	X			
Cmplt	Update MyBGSU Portlet																								X	X	X	X							
Cmplt	Move Development to PPD																														X	X			
Cmplt	Final User Acceptance Testing																													X	X	X	X		
Cmplt	Creation of Tutorial Video																								X	X	X	X	X	X	X				
	Implementation																																		
Cmplt	Production Migration																																		X
Cmplt	Go-Live - System in Production																																		★

Musical Arts Ticketing System

BGSU

Project Status: ☆

Monthly Summary – July 3, 2017

The College of Musical Arts box office contract with Choice ticketing system expires in July 2017. The box office is not satisfied with the current configuration of the Choice solution. BGSU will be running an RFP to review a university wide ticketing system solution to be implemented in 2019. To fill the box office needs between these dates, BGSU ITS and Purchasing assisted Musical Arts with a review of available options. Remaining with Choice Ticketing system and extending the contract is the chosen direction. The next step is to address pain points and have staff trained in the latest system enhancements.

Past Month's Key Accomplishments

- Choice Application upgrade complete
- Newer, gently used computers acquired & imaged
- Printer Bridge installed & tested

Upcoming Milestones

- Staff training scheduled for July 5&6
- Box Office computers installed week of July 10
- Project complete

Project Milestones

Status	Week Beginning (Sunday Date)	Feb-6	Feb-13	Feb-20	Feb-27	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**
	Initialize																						
Cmplt	Project Planning	X	X	X	X																		
Cmplt	Requirement review with BGSU		X	X	X																		
Cmplt	Requirement review with vendors				X	X	X	X															
Cmplt	Vendor Presentations								X	X													
Cmplt	Solution Selection									X	X												
Cmplt	Contract revision										X	X											
Cmplt	Determine scope of solution												X	X	X	X							
Cmplt	Implementation of solution														X	X	X	X	X	X			
Cmplt	Documentation of solution																		X	X	X	X	☆

Implement POS for Dining Services

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Dining has determined that Sequoia's QuadPoint is best suited to fulfill their operational needs in a POS system. QuadPoint's only customers are college campuses giving them a better understanding of Dining's business processes, support and reporting needs. QuadPoint must be configured, tested and implemented with a go-live date of 7/1/2017. Phase II go-live date for school opening is August 14, 2017.

Past Month's Key Accomplishments

- Hardware/peripherals deployed on June 30, 2017
- Dunkin, Nest and Starbucks were Phase I Go-Live locations
- Dunkin opened on July 1; Union/Starbucks on July 3
- Phase II registers will arrive Monday, July 3, 2017

Upcoming Milestones

- Issue list items will be tracked and resolved
- Phase II registers will be configured and ready for school opening
- July 12, 2017 is a planned vendor software release with BGSU customizations included

Project Milestones

Status	Week Beginning (Sunday Date)	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Initialize																								
Cmplt	Project Planning	X	X	X	X	X																			
Cmplt	Product Analysis		X	X	X	X	X	X																	
Cmplt	Project Kick-Off					X																			
	Analyze																								
On Trk	Project Team/Project Management Tracking		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
On Trk	Hardware/System Configuration		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
Cmplt	Define and agree on success criteria						X	X	X	X	X	X	X	X	X										
On Trk	Finalize Technical/Functional Requirements						X	X	X	X	X	X	X	X	X	X	X	X							
On Trk	Define Required Interfaces						X	X	X	X	X	X	X	X	X	X	X	X							
	Testing																								
On Trk	Hardware/Related Peripherals							X	X	X	X	X	X	X	X	X	X	X	X	X					
On Trk	Server/Network					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
On Trk	QPS Remote Installation									X	X	X	X	X	X	X	X	X	X	X	X				
On Trk	Menu Definition										X	X	X	X	X	X	X	X	X	X	X	X			
On Trk	ePOS Food Ordering Website										X	X	X	X	X	X	X	X	X	X	X	X			
On Trk	Custom Reports/Discount Function										X	X	X	X	X	X	X	X	X	X	X	X			
	Implement																								
On Trk	Define Implementation Calendar/Rollout Plan						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			
On Trk	Determine Training Requirements							X	X	X	X	X	X	X	X	X	X	X		X		X			
On Trk	Implementation																	X	X				X	X	X
On Trk	Communicate to Campus																X	X					X	X	★

Auto Admit and Matric for GRAD Students

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Automate the admission and matriculation process in PeopleSoft CSS for newly admitted graduate students. Graduate students apply for admission using the Slate system. Then Graduate Admissions reviews these application and admits graduate student within Slate. Once admitted, the Slate Interface copies the Graduate Admissions Application to OAR. Then the OAR Interface copies the Graduate Admissions Application into PeopleSoft CSS. Currently Graduate Admissions manually has to perform 2 additional steps in PeopleSoft CSS (Admission and Matriculation) before the newly admitted graduate students can register for classes. Implementation is scheduled for 7/16/2017.

Past Month's Key Accomplishments

- Query development ongoing for Auto Matric process
- Security roles being established for Grad Admissions user
- QNA Testing scheduled for next week

Upcoming Milestones

- CommGen jobs might be needed with the user's name
- New PPD/PRD queries will be created
- PPD Testing scheduled for the week of July 3rd – July 14th

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Initialize															
Cmplt	Project Planning	X	X													
Cmplt	Design Solution		X													
Cmplt	Project Kick-Off		X													
	Analyze, Design, & Development															
Cmplt	Finalize Technical Specs/Requirements		X	X	X	X	X	X	X	X	X					
On Trk	Query Development				X	X	X	X	X	X	X	X	X	X		
On Trk	Unit Test (DEV)						X	X	X	X	X	X	X	X		
On Trk	QNA Migration/Configuration												X	X		
	Test															
On Trk	Setup Row Level and T/L Secuirty (QNA)						X	X	X	X	X	X	X	X		
On Trk	Delivered Process Configuration (QNA)							X	X	X	X	X	X	X		
On Trk	Testing/Defect Resolution (QNA)									X	X	X	X	X		
On Trk	PPD Migration/Configuration													X	X	
On Trk	Testing/Defect Resolution (PPD)													X	X	
	Implement															
Nt Strtd	Communication to Campus/Training														X	
Nt Strtd	Production Configuration															X
Nt Strtd	Production Migration															★
Nt Strtd	Execute New Process															X

Replace and Enhance Student Scheduling Software

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

All functional problems with the new semester-scheduling product, Schedule Builder, have been resolved. Performance testing in QNA is improved over DEV. On July 1st BGSU received v.2.0.2 which was designed to address our final feature requests for this installation. ITS and functional staff are now working to install and test the new version prior to our intended go-live. Once the Registrar's office and Advising have signed off on the product we will resume design on the new software for four-year degree planning. The schedule for implementation of the new software will be determined at a later date.

Past Month's Key Accomplishments

- Development: v.2.0.2 received.
- Environment: Installation of v.2.0.2 is underway.
- Testing: Product testing current tasks are complete and awaiting completion with v.2.0.2.

Upcoming Milestones

- 7/11/17: Completion of QNA testing
- 7/14/17: Completion of PPD testing
- 7/16/17: Schedule Builder Go-Live

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	######	######	######	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
	Replace Student Scheduling Software																										
Cmplt	Collect Requirements and Obtain Product	X	X	X	X	X		X																			
On Trk	Install Schedule Builder in DEV and Migrate to QNA						X	X												X	X			X	X		
On Trk	User Acceptance Testing										X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Nt Strtd	Migrate to PPD																									X	
Nt Strtd	Schedule Builder Production Migration																										★
	Obtain Degree Planning Software																										
Cmplt	Gather Software Requirements		X	X	X	X	X	X																			
On Hld	Vendor Scoping and Negotiation								X	X	X	X	X	X													
Nt Strtd	Technical Development (TBD)																										
Nt Strtd	Product Delivery (TBD)																										
	Implement Degree Planning Software																										
Nt Strtd	Install Product in DEV (TBD)																										
Nt Strtd	Migrate to QNA (TBD)																										
Nt Strtd	User Acceptance Testing (TBD)																										
Nt Strtd	Migrate to PPD (TBD)																										
Nt Strtd	Go-Live - System in Production (TBD)																										

NORIS to SunGard Migration

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The BGSU team established access to the WCSO training environment. Training sessions were held and should be completed by July 6th. An additional service (LEADS) was identified and the networking components were installed. A go-live date was established with WCSO. Production installations commenced and a migration plan for NORIS data established.

Past Month's Key Accomplishments

- Training environment access created
- CAD, RMS, MCT training sessions held
- LEADS networking configuration
- Go-live date established
- Production installations commenced
- Migration plan created for NORIS data

Upcoming Milestones

- Complete network configuration for patrol cars
- Cleanup GIS data for BGSU PD
- Complete production configurations/installations
- Finalize CLERY configuration
- Establish time of day for switch over
- Establish timeline for conversion of NORIS data

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Initialize														
Cmplt	Project Planning	X	X	X											
Cmplt	Project Kick-Off				X										
	Analyze, Design, & Development														
On Trk	Review Migration Requirements				X	X	X	X	X	X					
On Trk	Identify Network Design/Hardware	X	X	X											
Cmplt	Identify Training Installation Requirements				X	X	X						X		
On Trk	Identify Migration Steps							X	X	X					
On Trk	Identify Historical Records Maintenance				X	X	X	X	X	X					
	Training														
On Trk	SunGard Product Training											X	X		
On Trk	LEADS Product Training											X	X		
On Trk	Patrol Product Training											X	X		
	Implement														
Nt Strtd	Implement Network Design								X	X	X				
Nt Strtd	SunGard Production Setup											X	X	X	
Nt Strtd	LEADS Production Setup											X	X	X	★

G Suite for Education

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

This project will create a Google domain for BGSU that will allow us to use G Suite for Education in BGSU's teacher education programs in the College of Education and Human Development. It will provide an opportunity to emulate and model the use of Chromebooks and Android devices, as both a student and a teacher, in both the K-12 and higher education classrooms. This will prepare BGSU students in the teacher education programs to understand and use the technology that they will encounter in the classrooms. At this time, this project is limited to the College of Education, but it could be expanded to other Colleges as needed.

Past Month's Key Accomplishments

- Completed development work and migrated code into QNA for testing. Jerry will send Dan a guide on how to test.
- Started Production server build. Configuration pending.

Upcoming Milestones

- Test in QNA and migrate to PPD.
- Scheduled move to production is July 16th.
- Complete Production server setup.
- Functional Leads will establish processes and procedures on how to use the environment.

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
	Initialize																													
Cmplt	Project Planning and Kick-Off activities	X	X	X	X	X	X	X	X																					
	Analyze, Design, & Development																													
Cmplt	Create BGSU Google Production and Test Domains	X	X	X	X	X	X	X	X	X																				
Cmplt	Determine G Suite Requirements								X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
On Trk	Determine Administration and Policies								X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
	Test																													
On Trk	Functional Testing of Setup and Use																			X	X	X	X	X	X	X	X	X	X	
On Trk	Perform Issue Resolution & Tracking																			X	X	X	X	X	X	X	X	X	X	
	Implement																													
On Trk	Create Go-Live and Roll Out Plan																								X	X	X	X	X	
On Trk	Determine Training Needs and Conduct Training																								X	X	X	X	X	
On Trk	Determine Communications and Create Plan																								X	X	X	X	X	
Nt Strtd	Implement Go-Live Plan																													★

Implement Lightspeed – Falcon Outfitters

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The Implement Lightspeed for Falcon Outfitters project's objective is to replace MBS, the current point-of-sale, inventory, and accounts payable gateway, and implement Lightspeed as a replacement system. The POS hardware and credit card machines have been received and staged on-location at Falcon Outfitters (and Firelands) in preparation for configuring them for use on Monday 7/3, with the first day of live POS use on Wednesday 7/5, ahead of the final SOAR date.

Past Month's Key Accomplishments

- POS hardware has been tested and staged
- Lightspeed application has been tested and approved
- 3 of the 4 required integrations have been tested and approved for go-live
- Initial training completed

Upcoming Milestones

- Setting up POS system/front-counter configuration on 7/3
- POS go-live 7/5
- Completion of CSS integration
- Legacy hardware, software, and server decommissioning

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**
	Initialize															
Cmplt	Project Planning	X	X													
Cmplt	Project Kick-Off	X	X													
	Analyze, Design, & Development															
Cmplt	Perform Project Analysis		X	X												
Cmplt	Create Project Design/Specifications Requirements			X	X											
Cmplt	Configure Hardware and Lightspeed			X	X	X	X	X								
On Trk	Perform Development (Integrations)			X	X	X	X	X	X	X	X	X				
	Test															
Cmplt	Perform Testing (Hardware and Lightspeed)							X	X	X	X					
On Trk	Perform Testing (Integrations)										X	X	X			
On Trk	Perform Issue Resolution & Tracking											X	X	X		
	Implement															
On Trk	Conduct Training		X						X	X				X		
On Trk	Implement Go-Live Plan (Hardware and Lightspeed)											★				
Nt Strtd	Implement Go-Live Plan (Integrations)													★		
Nt Strtd	Decommision Legacy Processes and Hardware															★

Select Secure Email Solution

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Human Resources has a need to send sensitive data to (benefit) vendors in a secure, encrypted and timely manner. BGSU currently does not have a secure and reliable means to send this information. Products like Mimecast, ProofPoint, Cisco IronPort provide these services. The purpose of this project is to select a vendor, implement the solution for HR and create documentation so that others may use the service in the future.

Past Month's Key Accomplishments

- Andy Gross has completed the product's configuration, working with the vendor, Cisco. The CRES portion has been configured and the ESA portion is in progress.
- The CRES Recipient Guide is a good resource for developing BGSU documentation.

Upcoming Milestones

- Now that the configuration is complete, we will be adding information to our ITS service catalog so that clients will have the ability to use the service. There is not a mechanism to lock down access, however, we will be able to report on who is using the service.

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
	Initialize																													
Cmplt	Project Planning	X	X																											
Cmplt	Project Kick-Off		X																											
	Determine Scope																													
Cmplt	Determine Size of the Project		X	X																										
Cmplt	Develop Scope Document			X																										
	Determine Suitable Product(s)																													
Cmplt	Consider Products Available/Review Demos	X	X																											
Cmplt	Provide Information for Quotes		X	X																										
Cmplt	Choose Product				X																									
	Secure Product																													
Cmplt	Secure Agreement and Funding					X	X																							
Cmplt	Receive Product Licenses							X																						
	Install and Develop Training Documentation																													
Cmplt	Configure Product (Infrastructure team)													X	X	X	X	X	X	X	X	X	X	X	X					
On Trk	Determine Rollout Plan																									X	X	X	X	
Nt Strtd	Develop Service Catalog/Training Material																											X	X	★

25 Live Implementation

Project Status: GREEN

Monthly Summary – July 3, 2017

This past month the team began meeting to review 25Live system. During this time, the vendor completed a review of the data that was imported from the old R25 system. This review included a list of suggestions to cleanup the data and how it could be used more efficiently in the 25Live system. The team has begun to make these changes while working to configure 25Live. The project is trending green.

Past Month's Key Accomplishments

- 25Live Configuration meetings scheduled
- CollegeNet data review completed
- 25Live Configuration started
- Data cleanup started

Upcoming Milestones

- 25Live Configuration meetings continue
- Suggested data cleanup continues
- R25 Decommission process started

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-4	Dec-11	Dec-18	Dec-25	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33
	Initialize																																	
Cmplt	Project Planning	X	X	X																														
Cmplt	Project Kick-Off				X																													
	Analyze, Design, & Development																																	
Cmplt	Review of Current State					X	X	X	X																									
Cmplt	Database Cleanup								X	X	X	X																						
Cmplt	Database Snapshot												X																					
Cmplt	R25i Test Environment Build																X																	
Cmplt	R25i Reports																X	X	X	X	X	X	X											
Cmplt	R25i Data Collection (HEI)																								X	X	X	X						
Cmplt	25Live Configuration																							X	X	X								
On Trk	25Live Reports																												X	X	X	X	X	X
Cmplt	25Live Training (Core)																							X										
Nt Strtd	25Live Training (BGSU)																																	
	Test																																	
Cmplt	R25i User Testing																X	X	X	X	X	X	X											
Cmplt	R25i Report Testing																X	X	X	X	X	X	X											
Cmplt	WebViewer Testing																X	X	X	X	X	X	X											
Cmplt	Schedule25 Testing																																	
On Trk	25Live User Testing																										X	X	X	X	X	X	X	X
On Trk	25Live Report Testing																															X	X	X
On Trk	25Optimizer Testing																											X	X	X	X	X	X	X
	Implement																																	
Cmplt	Create R25i Go-Live Plan																						X											
Cmplt	Implement R25i and CSS Interface																							X										
Nt Strtd	Create 25Live Go-Live Plan																																	
Nt Strtd	Implement 25Live Go-Live Plan																																	

Withdrawal Form Splash Page

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Academic Advisors want to add a mandatory meeting with students who are interested in withdrawing from the university. This meeting will provide an opportunity for advisors to discuss any academic or financial implications with the student before the withdrawal will be approved / completed. This past month, we met with Registration and Records to gather their functional requirements and created the Functional Specification. This project was assigned to Meg Shiple for Development. This project must be implemented before the beginning of Fall Semester 2017 (08/21/2017).

Past Month's Key Accomplishments

- Created Functional Specifications - 06/09/2017
- Assigned Meg Shiple as Developer
- Started Development in CSSDEV – 06/26/2017

Upcoming Milestones

- Development and Unit Testing – 06/26 – 07/13
- User Acceptance Testing – 07/17 – 08/04
- Project Go Live: 08/06/2017

Project Milestones

Status	Week Beginning (Sunday Date)	Mar-5	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6
	Week Number	1	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Initialize															
Cmplt	Project Planning		X													
Cmplt	Project Kick-Off		X													
	Analyze, Design, & Development															
Cmplt	Perform Project Analysis			X	X	X										
Cmplt	Develop Functional Specifications						X	X								
On Trk	Create Technical Program Specifications									X	X	X				
On Trk	Perform Development / Unit Testing									X	X	X				
	Test															
Nt Strtd	Create Test Schedule/Cycles											X				
Nt Strtd	Create Test Scripts											X				
Nt Strtd	Perform User Acceptance Testing												X	X	X	
Nt Strtd	Perform Issue Resolution & Tracking												X	X	X	
	Implement															
Cmplt	Create Go-Live Plan						X									
Nt Strtd	Perform Communications to campus														X	
Nt Strtd	Update Knowledgebase														X	X
Nt Strtd	Implement Go-Live Plan															★

Implement Faculty 180 Phase 1

BGSU

Project Status: YELLOW

Monthly Summary – July 3, 2017

Faculty 180 will unite faculty activity tracking, promotion, tenure, and other paper-based processes under one piece of software. This will create an efficiency for the University and standardize these business processes across colleges. Led from the academic side by PJ Mays, the College of Business has been selected for the 2017-18 academic year pilot. Only HCM data will be required for this pilot, although grants data from FMS will also be sent if ready. This project is listed as yellow due to requested changes in HR business processes that are needed by the software. Accommodating these changes will create a delay, but to meet the deadline data files may be sent manually this fall.

Past Month's Key Accomplishments

- Testing: HCM data validation in progress
- Development: FMS data mapping complete
- Testing: FMS data validation in progress

Upcoming Milestones

- 7/14/17: Completion of User Acceptance Testing
- 8/1617: Go-Live

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-27	Dec-4	Dec-11	Dec-18	Dec-25	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30
	Week Number	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52
	Initialization and Design																																				
Cmplt	Project Planning and Startup																																				
Cmplt	Establish Project Organization																																				
Cmplt	HCM Interface Data Mapping		X	X	X	X	X	X	X	X	X	X																									
Cmplt	FMS Interface Data Mapping																			X	X	X	X	X	X	X	X	X	X	X							
	Development & Testing																																				
Cmplt	Create SFTP Interface			X	X	X	X																														
Cmplt	Perform HCM Development			X	X	X	X	X	X	X	X	X	X																								
Off Trk	HCM Data Validation												X	X	X	X	X	X																			
On Trk	Perform FMS Development																							X	X	X	X	X	X	X	X						
At Rsk	FMS Data Validation																											X	X	X	X	X					
Nt Strtd	QNA Testing																																X	X	X		
Nt Strtd	PPD Testing																																			X	
	Implementation																																				
Nt Strtd	Go-Live																																				★

GSW - Distribute Placement Essays

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The GSW - Distribute Placement Essays project's objective is to create a method to share student's GSW placement essays with their assigned GSW instructor ahead of the semester starting. The CSS portion of the development has been completed and the custom web application development has been started. Development is scheduled to complete in early July, with user testing starting in mid-July

Past Month's Key Accomplishments

- Development started

Upcoming Milestones

- Completion of development
- User testing

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Initialize															
Cmplt	Project Kick-Off	X														
Cmplt	Project Planning	X	X													
	Analyze, Design, & Development															
Cmplt	Perform Project Analysis	X	X	X												
Cmplt	Create Project Design/Specifications Requirements	X	X	X												
On Trk	Perform Development				X	X	X	X	X	X	X	X	X			
	Test															
Nt Strtd	Create Test Scripts												X			
Nt Strtd	Perform Testing													X	X	X
Nt Strtd	Perform Issue Resolution & Tracking														X	X
	Implement															
Nt Strtd	Implement Go-Live Plan															★

Fund balance interface FMS to ONE

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Before the FUND project replaced Agresso with FMS as the fund tracking system for Foundation accounting, there was a nightly interface into AgilonONE to give University Advancement staff needed fund balance information. During that project, this nightly feed was removed and replaced with more in-depth fund reporting. Since that time, it has been determined that some high level fund information in AgilonONE is helpful for daily donor interactions. This project will re-establish a similar interface to being agreed upon data back into the AgilonONE application.

Past Month's Key Accomplishments

- Met with key stakeholders to determine specific data needs, new field names, and definitions of data points

Upcoming Milestones

- Approval of data definitions
- Project planning
- Project kickoff

Project timeline to be determined

ARTSC Test Scores from Perpetual Works

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The College of Arts and Sciences (ARTSC) requested an automated interface to load foreign language placement test scores from WebCAPE Perpetual Works testing system into PeopleSoft CSS. ARTSC plans to use these test scores as prerequisites for all foreign language courses starting with class registration for Spring Semester 2018. On 06/14, we met with ARTSC and Registration and Records to clarify the functional requirements for this project. We also created the Project Charter and Project Plan. The Functional Specification is currently in-progress.

Past Month's Key Accomplishments

- Met with ARTSC and Registration and Records 06/14/2017
- Completed Project Charter – 06/29/2017
- Completed Project Plan – 06/30/2017
- Started Functional Specification (in-progress)

Upcoming Milestones

- Create Functional Specifications
- Create Technical Program Specifications
- Perform Development / Unit Testing in CSSDEV
- Perform User Acceptance Testing in CSSQNA and CSSPPD
- Implement in Production CSS - 09/17/2017

Project Milestones

Status	Week Beginning (Sunday Date)	Mar-5	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17
	Week Number	1	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
	Initialize																				
Cmplt	Project Planning		X	X	X	X	X	X	X												
Cmplt	Project Kick-Off		X																		
	Analyze, Design, & Development																				
Cmplt	Perform Project Analysis		X	X	X	X	X														
Cmplt	Develop Project Charter - Scope Document					X	X	X	X												
On Trk	Create Functional Specification								X	X	X	X									
Nt Strtd	Perform Development												X	X	X	X	X				
	Test																				
Nt Strtd	Create Test Schedule/Cycles														X						
Nt Strtd	Create Test Scripts														X	X	X				
Nt Strtd	Perform Testing																	X	X	X	
Nt Strtd	Perform Issue Resolution & Tracking																	X	X	X	
	Implement																				
Nt Strtd	Create Go-Live Plan																			X	
Nt Strtd	Perform Communications to campus																			X	
Nt Strtd	Update Knowledgebase																			X	
Nt Strtd	Implement Go-Live Plan																				★

Student Refunding for Credit Card Payments

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The Office of the Bursar requested a new PeopleSoft CSS Interface to CashNet for Student Refunding for Credit Card Payments. During the past month we completed the initial development and unit testing in CSSDEV and are preparing the project for Code Review. Leann received the updated service contract back from CashNet that includes student refunds back to credit cards. Leann is working with CashNet to ensure that they have completed all of the CashNet Configuration modifications to accept the Student Refunds back to Credit Cards and avoid double posting of student refunds to the Student Account in PeopleSoft CSS. User Acceptance Testing is scheduled to begin in CSSQNA on 07/05/2017.

Past Month's Key Accomplishments

- Completed Development – 6/29/2017
- Completed Unit Testing in DEV - 06/30/2017
- Test Schedule / Cycles / User Test Plan – In Progress

Upcoming Milestones

- User Acceptance Testing between CSSQNA and CashNet Train
- User Acceptance Testing between CSSPPD and CashNet Train
- Implement in Production CSS – Aug 6, 2017

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-1	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6
	Week Number	1	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
	Initialize																						
Cmplt	Project Planning		X	X	X	X	X																
Cmplt	Project Kick-Off						X																
	Analyze, Design, & Development																						
Cmplt	Perform Project Analysis							X	X	X													
Cmplt	Create Project Design/Specifications Requirements										X	X											
On Trk	Perform CashNet Configuration / Unit Testing																X	X	X				
On Trk	Perform ITS Development / Unit Testing													X	X	X	X	X					
	Test																						
On Trk	Create Test Schedule/Cycles															X	X	X					
On Trk	Create Test Scripts															X	X	X					
Nt Strtd	Perform User Acceptance Testing																	X	X	X	X	X	
Nt Strtd	Perform Issue Resolution & Tracking																	X	X	X	X	X	
	Implement																						
Nt Strtd	Create Go-Live Plan																				X		
Nt Strtd	Perform Communications to campus																				X	X	
Nt Strtd	Update Knowledgebase																					X	X
Nt Strtd	Implement Go-Live Plan																						★

Adobe Campaign Email Solutions

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The project involves implementing a new bulk email utility for BGSU called Adobe Campaign (AC). AC is a hosted application that is highly configurable. It will replace the home-grown email utility that Marketing and Communications has used for years to send bulk emails. Over the past month, the team has completed development of the data transfer process and fulfilled Adobe's requirements. Adobe should have the AC environment up and running beginning of July for both teams to start testing. Next major milestone in the project happens July 20th with an all day instructor lead training session using our data.

Past Month's Key Accomplishments

- Process Addendum PO for inclusion of Scope changes
- Provide Sample data for Adobe to import to development environment
- Build Preference Page mock-up
- Delegate subdomain to Adobe
- Complete BGSU development of data feed process

Upcoming Milestones

- Start testing in our Adobe Campaign Test Environment
- Complete a full date instructor lead training session July 20th.

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	Initialize																				
Cmplt	Project Planning	X	X																		
Cmplt	Develop Scope Document		X	X	X																
Cmplt	Project Kick-Off				X																
	Analyze, Design, & Development																				
Cmplt	Determine Data Requirements		X	X	X																
Cmplt	Create Project Design/Specifications			X	X	X	X	X	X												
Cmplt	Perform Development									X	X	X	X	X							
	Test																				
Cmplt	Create Test Plan/Scripts										X	X	X	X							
On Trk	Perform Testing														X	X	X	X	X		
On Trk	Perform Issue Resolution & Tracking														X	X	X	X			
	Implement																				
On Trk	Plan Migration																	X			
Nt Strtd	Create Training Documentation																X	X	X	X	
Nt Strtd	Migrate Development to Production																			X	
Nt Strtd	Go-Live																				★

Graduate Curriculum Modifications

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The Graduate Curriculum Modifications project's objective is to make critical updates to the OnBase process to ensure the system matches the current Graduate Curriculum Modification business process. Development has continued this past month and will wrap up in mid-July with user testing starting shortly after that.

Past Month's Key Accomplishments

- Development has continued

Upcoming Milestones

- Completion of development
- User testing

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	Initialize																			
Cmplt	Project Planning	X	X																	
Cmplt	Project Kick-Off		X																	
	Analyze, Design, & Development																			
Cmplt	Create Project Design/Specifications Requirements		X	X	X															
On Trk	Perform Development					X	X	X	X	X	X	X	X	X	X					
	Test																			
Nt Strtd	Create Test Plan														X					
Nt Strtd	User Testing															X	X	X	X	
Nt Strtd	Perform Issue Resolution & Tracking																	X	X	
	Implement																			
Nt Strtd	Implement Go-Live Plan																			★

New WRL Report for Foundation

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

This past month the team worked to finish the final report format layout alongside the logic being used for all three report formats. Upon completion, the team reviewed the report drafts and identified some minor revisions to the layout. The team continues to work on the new report format layouts and the project is trending green.

Past Month's Key Accomplishments

- Third report format layout draft completed
- Report logic finished
- Review of all three report format layouts

Upcoming Milestones

- Revisions made to report format layouts

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
	Initialize																																
Cmplt	Project Planning	X	X																														
Cmplt	Project Kick-Off			X																													
	Analyze & Design																																
Cmplt	Report Formats identified		X	X	X	X	X	X																									
Cmplt	Report Format Layouts				X	X	X	X																									
Cmplt	Project Charter						X	X																									
Cmplt	Agresso Historial Import							X	X	X	X	X	X																				
	Development																																
Cmplt	Report Formats Created										X	X	X	X	X																		
On Trk	Report Format Validation															X	X	X	X	X	X	X	X	X									
Nt Strtd	Report Format Rework																								X	X	X	X	X	X			
	Implement																																
Nt Strtd	Create Go-Live Plan																													X	X		
Nt Strtd	Conduct Training																														X	X	
Nt Strtd	Implement Go-Live Plan																																★

Implement Avalon Multimedia System

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Testing and issue resolution are progressing steadily, but are slower-going than initially planned. The necessary tweaks migrate easily between environments, so the ITS team is now building the production system in parallel with testing. This should allow us to meet our production go-live date in July. Expectations are that we will have Avalon ready for campus by fall semester. The project will remain open until 9/1 to accommodate support while the Library and WBGU migrate data from Variations and DVSS into the production Avalon system. Conversations with Accessibility Services continue to ensure compliance with LTI integration standards.

Past Month's Key Accomplishments

- Configuration: SFTP drop box complete
- Configuration: Production build begun
- Testing: User testing in progress
- Testing: Issue mitigation and re-work in progress

Upcoming Milestones

- 7/13/17: Production cutover for Avalon system
- 8/21/17: Avalon content available to campus
- 9/1/17: Completion of content migration

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27
	Week Number	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48
	Initialization and Design																																			
Cmplt	Product and Technical Research																																			
Cmplt	Define and Collect Requirements																																			
Cmplt	Project Kickoff																																			
Cmplt	Project Planning																																			
	Development and Testing																																			
Cmplt	Install and Configure DEV Virtual Environment	X	X	X	X																															
Cmplt	ITS Unit Testing in DEV					X	X	X	X	X	X																									
Cmplt	Build and Configure TEST Environment	X	X	X	X	X	X	X	X																											
Off Trk	User Acceptance Testing in TEST												X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
	Implementation																																			
Cmplt	Verify Spring Semester Functionality for Variations	X	X																																	
On Trk	Build and Configure PROD Environment																									X	X	X								
At Rsk	PROD Environment Validation																											X								
Nt Strtd	PROD Hand-off and Go-Live																												★							
Nt Strtd	Variations Deprication																													X	X	X	X	X	X	X

Add Gender to Learning Community Query

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The Learning Community leaders currently use a BGSU created web application that is connected to a CommGen process for the registration of students and notification of leaders who must approve or deny the registration request. This project will require the modification of an existing PeopleSoft CSS query and the corresponding view. The logic in the view must join to the Personal data table to retrieve the Gender field. Once it is part of the view's fields, it can be passed to CommGen to appear on an email to the leader. The dates for development, configuration and testing are indicated on the project schedule. Implementation is scheduled for 9/17/2017.

Past Month's Key Accomplishments

- Run Controls created by the user in CSS QNA
- Processes run with revised Email template

Upcoming Milestones

- CommGen jobs will be created with the user's name
- All email run controls will be created by the user
- PPD Testing scheduled for the middle of August

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Initialize																								
Cmplt	Project Planning	X	X																						
Cmplt	Design Solution		X																						
Cmplt	Project Kick-Off		X																						
	Analyze, Design, & Development																								
Cmplt	Finalize Technical Specs/Requirements		X	X	X	X	X	X	X	X	X														
Cmplt	Define Setup Table (DEV)		X	X	X	X	X	X	X	X															
On Trk	Query Development				X	X	X	X	X	X	X	X	X	X	X	X	X	X							
On Trk	Setup Row Level and T/L Secuirty (DEV)						X	X	X	X	X	X	X	X	X	X	X	X							
On Trk	Unit Test (DEV)						X	X	X	X	X	X	X	X	X	X	X	X							
Cmplt	QNA Migration/Configuration									X	X														
	Test																								
On Trk	Testing/Defect Resolution (QNA)									X	X	X	X	X	X	X	X	X	X	X	X				
Nt Strtd	PPD Migration/Configuration																X	X	X	X	X				
Nt Strtd	Testing/Defect Resolution (PPD)																			X	X				
	Implement																								
Nt Strtd	Communication to Campus/Training																					X	X	X	X
Nt Strtd	Production Configuration																							X	
Nt Strtd	Production Migration																								★
Nt Strtd	Execute New Process																								X

Migration from OrgSync to Perpetual Works

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Office of Campus Activities partnered with OrgSync for the past 7 years to manage student organization registration and budget management support for over 350 student organizations. Campus Labs acquired OrgSync in 2017 and is providing a revised software solution called "Engage" that will be rolled out during the Summer of 2017. Provost has requested that we complete the migration from OrgSync to Engage by August 2017 (1-2 weeks prior to the beginning of Fall Semester). There are 3 areas which currently interface with OrgSync that must be modified for Engage: 1) Single Sign On, 2) API for student access to student organization portals within MyBGSU, and 3) Bio Demographic interface from PeopleSoft CSS to Engage. This past month, we have submitted two migration worksheets as requested by Campus Labs. In addition, BGSU forwarded a Security Assessment Questionnaire to Campus Labs. On 6/26, we participated in the "Ready Set Migrate" webinar to learn about the migration process. On 6/30, we had a teleconference with our Engage Consultant to answer questions about the upcoming migration and discuss potential timelines for the 5 user training sessions. Campus Labs is hosting a "CONNECT" User Conference is July 18-20 in Dallas Texas with a special "Migration Track" to complete all 5 user training sessions and focus on Engage system configuration. We have some concerns about meeting the upcoming implementation deadlines due to the tight timeframe for initial migration training, system setup, system testing, communication/training of 350+ student organizations, and the lack of available technical resources on PeopleSoft CSS and Infrastructure team resources.

Past Month's Key Accomplishments

- BGSU submitted Authentication Integration Worksheet - 6/24
- BGSU requested Security Assessment Questionnaire - 6/24.
- BGSU completed "Ready Set Migrate" webinar - 6/26
- BGSU submitted Pre-Migration Worksheet – 6/29
- Completed initial teleconference with Engage Consultant – 6/30
- Scheduled 5 User Migration Training Sessions during "CONNECT"

Upcoming Milestones

- Complete 5 User Migration Training Sessions – 7/2017
- Configure System Setup for Engage – 7/2017
- Migrate Data from OrgSync to Engage – 8/2017
- Create Bio Demo Interface from PeopleSoft CSS to Engage – 9/2017
- Single Sign On (SSO) between MyBGSU Portal and Engage
- User Testing
- Training for 350 Student Organizations

An implementation timeline is not available at this time.

Duo for Email Opt-in

BGSU

Project Status: GREEN

Monthly Summary – July 3rd, 2017

Over the past month the team has had numerous meetings to discuss the requirements and design for the Opt-in for Email webpage. The team introduced a slider type design that will allow a user to either not opt-in, opt-in with medium security, and high security benefits. This includes detail on what each option would provide the user. The website design was completed and this month the team will be testing the various user scenarios for both mobile and desktop clients accessing email with multiple email clients.

Past Month's Key Accomplishments

- Review recent scope change and integrate into website design
- Complete development of landing page / test
- Demo Duo for Email landing page
- Complete communication plan
- Draft communications

Upcoming Milestones

- Track testing issues
- Complete Q&A and get sign-off for production
- Initiate communication plan
- Review Go-Live dates, possible early deployment

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	Initialize																	
Cmplt	Project Planning	X	X															
Cmplt	Project Kick-Off		X															
	Analyze, Design, & Development																	
Cmplt	Perform Project Analysis		X	X														
Cmplt	Develop Scope Document			X	X													
Cmplt	Create Project Design/Specifications Requirements			X	X													
Cmplt	Perform Development			X	X	X	X											
	Test																	
Cmplt	Create Test Schedule/Cycles			X	X	X	X											
Cmplt	Create Test Scripts				X	X	X											
On Trk	Perform Testing						X	x	X	X	X							
On Trk	Perform Issue Resolution & Tracking										X	X	X					
	Implement																	
Nt Strtd	Create Go-Live Plan												X	X				
Nt Strtd	Perform Communications to campus												X	X	X	X	X	
Nt Strtd	Implement Go-Live Plan																X	
Nt Strtd	Update Knowledgebase																X	★

Donor Wall Technology

BGSU

Project Status: GREEN

Monthly Summary – July 3rd, 2017

A recognition wall (donor wall) will be located in the Bowen-Thompson Student Union, second floor. The site has been vetted by Capital Planning as an acceptable location. The wall will be comprised of installed panels and a high-definition touchscreen by a separate vender. Content will be developed by FourWinds. BGSU's Marketing and Communication's group will develop the overall design and work with the vendor for its creation. University Advancement will provide the ongoing donor lists, biographies and images displayed electronically. 4Winds technical and functional design meetings we completed 4Winds will start concept design and provide mock-up website for our review over the next month.

Past Month's Key Accomplishments

- Project Kick-off Wednesday June 7th
- 4Winds Technical design meeting June 20th.
- Requirements and Design session with vender on-site June 29.
- Review and Sign-off on scope

Upcoming Milestones

- 4Winds to develop the concept design per our specs.
- 4Winds will provide a digital mock-up for our review
- BGSU team will continue to gather content
- Complete functional QA

Project Milestones

Status	Week Beginning (Sunday Date)	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	17	17
	Initialize																			
Cmplt	Project Planning	X	X																	
Cmplt	Project Kick-Off		X																	
Cmplt	Schedule Onsite Requirements & Design session		X																	
Cmplt	Completes Visual Communication Questionnaire		X	X																
	Information Gathering																			
Cmplt	Conducts Design Studio Session				X	X														
On Trk	Creates Concept Statement				X	X	X													
On Trk	Finalizes project timeline and rollout					X	X	X												
On Trk	Approves concept statement						X	X												
	Build																			
Nt Strtd	Develop custom visual applications								X	X	X	X								
Nt Strtd	Complete functional and architectural QA of all apps								X	X	X	X								
Nt Strtd	Participate in application review call											X	X							
	Install																			
Nt Strtd	Implement FWI Infrastructure													X	X	X				
Nt Strtd	Complete visual communication network diagram													X	X					
Nt Strtd	Complete SQL server/Content Manager Install components													X	X	X				
	Educate / Closeout																			
Nt Strtd	Provide 4 hrs of remote training																X			
Nt Strtd	Deliver project closout document confirming all deliverables																X	X	X	X
Nt Strtd	Confirm all project deliverables have been accomplished																			★

Update StarRez

BGSU

Project Status: GREEN

Monthly Summary – July 3 2017

The Starrez server requires StarCare support to install and configure our test application. Starcare would rather spend their resources migrating organizations to their cloud. BGSU had decided to remain on premise and are working with StarCare to complete the build of our test environment. However, StarCare has just sent over a discounted quote to move to the cloud. This new quote may change the scope of this upgrade.

Past Month's Key Accomplishments

- Completed development
- Created testing scripts
- Created testing schedule cycles

Upcoming Milestones

- Perform testing

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Initialize																								
Cmplt	Project Planning	X	X																						
Cmplt	Project Kick-Off		X																						
	Analyze, Design, & Development																								
Cmplt	Perform Project Analysis			X																					
Cmplt	Create Project Design/Specifications Requirements				X	X	X																		
Cmplt	Perform Development						X	X	X	X	X	X													
	Test																								
Cmplt	Create Test Schedule/Cycles											X	X												
Cmplt	Create Test Scripts											X	X												
On Trk	Perform Testing												X	X	X	X	X	X	X	X					
Nt Strtd	Perform Issue Resolution & Tracking																			X	X	x			
	Implement																								
Nt Strtd	Create Go-Live Plan																				X	X	x		
Nt Strtd	Perform Communications to campus																							x	
Nt Strtd	Conduct Training																						X	x	
Nt Strtd	Implement Go-Live Plan																								★

Provost Performance Metrics

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Structures to meet each Performance Metric are being developed, validated and migrated to Production in accordance with user requirements. Four Performance Metrics are currently in Production. Metric 9 has been validated and is being prepped for Production. Metric 12 is in User Acceptance Testing. Metrics are scheduled to be in production for use in the Fall 2017 term.

Past Month's Key Accomplishments

- Initial Contribution Margin has been completed and is being reviewed by Finance
- Transfer credits have been validated by Registration and Records for implementation in the 60 units in two years report
- Transfer Credits are now running successfully in the Development nightly cycle

Upcoming Milestones

- Approval of Contribution Margin and movement to Production
- Migrate transfer credits into the Production nightly cycle
- Move 60 units in two years report into the Production catalog
- Complete development of FTFT and FTIC cohorts (test planned for July 18th)
- Complete remaining experiential learning reports
- Present metrics to Deans for college use

Project Milestones

Status	Week Beginning (Sunday Date)	1-Jan	8-Jan	15-Jan	22-Jan	29-Jan	5-Feb	12-Feb	19-Feb	26-Feb	5-Mar	12-Mar	19-Mar	26-Mar	2-Apr	9-Apr	16-Apr	23-Apr	30-Apr	7-May	14-May	21-May	28-May	4-Jun	11-Jun	18-Jun	25-Jun	2-Jul	9-Jul	16-Jul	23-Jul	30-Jul	6-Aug	13-Aug	20-Aug	27-Aug	3-Sep	10-Sep	17-Sep	24-Sep
	Week Number	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57
Cmplt	PPM 1: New Freshmen and Total Students																																							
On Trk	PPM 2: FTFT Retention	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	★				
Cmplt	PPM 3: Number of Graduates																																							
Nt Strtd	PPM 4: Collaborative Research																															X	X	X	X	X	X	X	X	★
Nt Strtd	PPM 6: Global Immersion Experience																															X	X	X	X	X	X	X	X	★
Cmplt	PPM 7: Service Learning	X	X	X	X	X	X	X	X	X	X	★																												
On Trk	PPM 8: Learning Communities												X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	★
On Trk	PPM 9: Contributin Margin	X	X	X	X	X	X	X	X	X	X	★																												
On Trk	PPM 12: 60 Credits in two years	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	★								
Cmplt	PPM 14: SCHs Lost to DFW																																							

GSW Online Placement App Update

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The GSW Online Placement App Update project's objective is to update the existing application to allow GSW to make changes without ITS intervention, change the layout to match the current BGSU theme, and to give GSW additional privileges and functionality based on their current business process. Delivery 1 development was completed, tested, and put into Production. Delivery 2 development is scheduled to start in early August to deliver additional functionality in October.

Past Month's Key Accomplishments

- Delivery 1 put into Production

Upcoming Milestones

- Development for Delivery 2 scheduled for August

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-15	Jan-22	Jan-29	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1
	Week Number	1	2	3	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38
	Initialize																														
Cmplt	Project Planning/Kick-Off	X																													
	Analyze, Design, & Development																														
Cmplt	Create Project Design/Specifications Requirements	X	X	X																											
Cmplt	Perform Development (Delivery 1)				X	X	X	X																							
Nt Strtd	Perform Development (Delivery 2)				X	X	X	X															X	X	X	X	X				
	Test																														
Cmplt	Create Test Plans							X																			X				
Cmplt	Perform Testing (Delivery 1)								X	X	X																				
Nt Strtd	Perform Testing (Delivery 2)																											X	X	X	
Nt Strtd	Perform Issue Resolution & Tracking											X																		X	X
	Implement																														
Nt Strtd	Go-Live (Delivery 1)												★																		
Nt Strtd	Go-Live (Delivery 2)																														★

HCM 9.2 Get Current Project

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

HCM 9.2 PUM 23, which Oracle states is required before running payroll in calendar 2018, is now publicized with a July 28th release date. This is two weeks later than the previous announcement that delayed our go-live weekend to October 13-15. However, there is no additional room in the calendar to alter the schedule. Instead we will plan to streamline our installation of the new PUM to deliver QNA2 as close to the scheduled date as possible. Development continues on outstanding items, freeze breakers, and scope items previously part of the "Correct 9 Month Faculty Taxation" project. QNA1 testing completed successfully, but with a few outstanding issues to be addressed while waiting for PUM 23.

Past Month's Key Accomplishments

- Development: Freeze breakers and other development items continue
- Planning: Technical planning revised to accommodate PUM 23 release date
- Testing: QNA1 testing complete
- Testing: Issue resolution and re-work in progress

Upcoming Milestones

- 7/14/17: Release of HCM 9.2 PUM 23
- 8/7/17: Beginning of Get Current QNA2

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-25	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37
	Initialize																																					
Cmplt	Project Planning and Startup	X	X	X	X	X	X	X																														
Cmplt	Project Kick-Off								X																													
	Environment Builds																																					
Cmplt	DMO/DEV Environment Build			X	X	X	X																															
Cmplt	QNA Environment Build										X	X	X	X																								
Nt Strtd	PPD Environment Build																													X	X	X	X					
Nt Strtd	PRD Environment Build																																					X
	Development & Testing																																					
Cmplt	Business Process Mapping				X	X	X	X	X	X	X	X																										
On Trk	Perform Development							X	X	X	X	X	X	X	X					X	X	X					X	X	X	X	X							
Cmplt	QNA1 Testing																X	X	X	X	X	X	X	X	X	X	X	X										
Nt Strtd	DEV update and QNA2 Refresh																														X	X	X					
Nt Strtd	QNA2 Testing																																	X	X	X	X	X
Nt Strtd	PPD Testing																																					
	Implement																																					
Nt Strtd	Campus Communications																																					
Nt Strtd	Go-Live																																					

AEM 6.3 Upgrade

BGSU

Project Status: GREEN

Monthly Summary – July 3 2017

The Adobe AEM (Adobe Experience Manager) upgrade project will upgrade AEM from version 6.1 to the latest release of version 6.3. This upgrade will allow BGSU to remain in agreement with our Managed Services Agreement with Adobe that requires us to be within 2 major releases to remain supported. ITS will work closely with Marketing & Communications to test the upgrade. The go live is scheduled for Fall Break, October 9, 2017. Adobe will formally begin working on the upgrade July 10, 2017. The project is currently trending green and on schedule.

Past Month's Key Accomplishments

- Project kick-off with Marketing & Communications and ITS was held on June 29, 2017.
- Project kick-off with Adobe was held.
- Project planning has started.

Upcoming Milestones

- Finalize project schedule
- Adobe to build test instance.
- Testing and issues resolution.

- The project schedule has not been created yet since the project was just kicked-off on June 29, 2017.

Voter Identification Letter

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The Office of Residence Life requested an automated method to generate a Voter Identification Letter for on-campus residents proof of precinct for voting in Wood County. Residence Life wants to provide a link within the Student Portal that allows the on-campus resident to print their own Voter Identification Letter on BGSU letterhead that contains the student's name (last and first), residence hall address, print date, and authorizing signatures. In May, the CSS Development for this project was delayed by a month due to a higher priority project that was needed for beginning of Fall Semester 2017 (Student Refunding for Credit Card Payments). Development for the Voter Identification Letter should begin on July 9.

Past Month's Key Accomplishments

- No new accomplishments this past month. (Development for this project was temporarily placed on hold due to a higher priority CSS project for Student Refunding to Credit Card Payments.)

Upcoming Milestones

- Development / Tech Specs / Unit Testing: 07/09 - 08/04
- User Testing in QNA and PPD: 08/07 - 08/25
- Implementation in PROD CSS: 08/27/2017

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	Initialize																				
Cmplt	Project Planning	X	X																		
Cmplt	Project Kick-Off		X																		
	Analyze, Design, & Development																				
Cmplt	Perform Project Analysis		X	X																	
Cmplt	Create Functional Specifications / Requirements				X	X															
On Hld	Perform Development / Unit Testing													X	X	X	X				
	Test																				
Nt Strtd	Create Test Schedule/Cycles																				
Nt Strtd	Create Test Scripts															X	X				
Nt Strtd	Perform Testing																	X	X	X	
Nt Strtd	Perform Issue Resolution & Tracking																	X	X	X	
	Implement																				
Nt Strtd	Create Go-Live Plan																		X		
Nt Strtd	Perform Communications to campus																		X	X	
Nt Strtd	Update Knowledgebase																			X	X
Nt Strtd	Implement Go-Live Plan																				★

Graduate College Form Automation

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The Graduate College Form Automation project's objective is convert 20+ of the Graduate College's forms into electronic forms with automated workflows and archival into OnBase. Two electronic forms have been created and testing has begun on those, allowing ITS to move forms into Production as they are approved.

Past Month's Key Accomplishments

- Two electronic forms created and ready to be tested

Upcoming Milestones

- User testing
- Moving forms into Production as they are approved

Project Milestones

Status	Week Beginning (Sunday Date)	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1	Oct-8	Oct-15	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
	Initialize																														
Cmplt	Project Planning	X	X																												
Cmplt	Project Kick-Off		X																												
	Analyze, Design, & Development																														
Cmplt	Perform Project Analysis		X	X	X	X																									
Cmplt	Create Project Design/Specifications Requirements		X	X	X	X																									
On Trk	Perform Development						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
	Test																														
On Trk	Perform Testing									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
On Trk	Perform Issue Resolution & Tracking									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
	Implement																														
Nt Strtd	Implement Go-Live Plan (Final Forms)																														★

CSS 9.2 Upgrade

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The CSS 9.2 is a technical upgrade that will consist of an application upgrade from CSS version 9.0 to version 9.2, a PeopleTools upgrade to 8.55 or later, Oracle database upgrade to 12.c, and a move of the physical infrastructure to Buckeye TeleSystems. The project team will also update Student Financial Item Types. All other business process improvements are outside the scope of this project and will be identified and evaluated as part of another project. Go Live is scheduled for December 8 – 10, 2017.

Past Month's Key Accomplishments

- **Environment:** Completed DEV, started QNA build.
- **Development:** Performed all initial rework. However after PT patch was applied, needed to rework the rework.
- **Testing:** Held initial Functional Lead meeting. Tasked team with updating/creating test scripts in preparation for QNA1.

Upcoming Milestones

- Complete QNA build
- Complete development rework
- Finalize test scripts for Functional use.
- Project Management activities for planning future phases/tasks.

Project Milestones

Status	Week Beginning (Sunday Date)	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1	Oct-8	Oct-15	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
	Initialize																																
On Trk	Project Planning and Startup	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
Cmplt	Project Kick-Off	X																															
	Environment Builds																																
On Trk	DMO Server / Environment Build	X	X	X	X	X	X	X	X	X																							
On Trk	DEV Server / Environment Build	X	X	X	X	X	X	X	X	X																							
Nt Strtd	QNA 1Server / Environment Build										X	X	X	X	X	X																	
Nt Strtd	PPD Server / Environment Build																		X	X	X	X	X	X									
Nt Strtd	PROD Server / Environment Build																									X	X	X	X				
	Analyze, Design, & Development																																
On Trk	Perform Development						X	X	X	X																							
	Test																																
Nt Strtd	QNA 1 Systems & Integration Testing											X	X	X	X	X																	
Nt Strtd	QNA 2 Systems & Integration Testing																	X	X	X	X	X	X										
Nt Strtd	PPD Testing																								X	X	X	X					
Nt Strtd	Mock Testing																													X	X		
	Implement																																
Nt Strtd	Communication to Campus/Training																												X	X	X	X	X
Nt Strtd	Training (if needed)																												X	X	X	X	
Nt Strtd	Go-Live																																★

EvaluationKIT University-Wide Course Evaluation

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

This project will establish a program for university-wide course evaluation assessment. The project will commence with a pilot in Fall 2017. Expansion of the program is scheduled for Spring 2018. A draft of the program is expected by July 18th.

Past Month's Key Accomplishments

- Established a testing environment for facilitating program design
- Upgraded University contract for unlimited evaluations
- Provided training resources for project sponsor

Upcoming Milestones

- Draft program design
- Finalize project scope
- Identify pilot participants and procedures
- Train pilot participations

Project Milestones

Status	Week Beginning (Sunday Date)	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1	Oct-8	Oct-15	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34
	Initialize																																		
On Trk	Project Planning	X																																	
Cmplt	Project Kick-Off	X																																	
	Analyze & Design																																		
On Trk	Perform Project Analysis		X	X	X	X	X	X	X	X																									
Nt Strtd	Develop Scope Document						X	X	X																										
	Pilot																																		
Nt Strtd	Establish surveys													X	X	X	X																		
Nt Strtd	Train pilot departments													X	X	X	X	X	X	X	X	X													
Nt Strtd	Execute pilot course evaluations																		X	X	X						X	X	X						
Nt Strtd	Review pilot results																													X	X	X	X	X	
	Implement																																		
Nt Strtd	Create Communication Plan												X	X	X	X	X																		
Nt Strtd	Execute communication plan															X	X	X	X	X															
Nt Strtd	Implement Go-Live Plan																																	X	X
Nt Strtd	Update Knowledgebase																																	X	★

Pharos Upgrade

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

This project will be the combination of upgrading our current Pharos environment to 9.0 sp2 and migrating the servers to Buckeye. The project is entering a very extended testing period and will be tested for the next several months

Past Month's Key Accomplishments

- Completed configuration of testing scripts
- Completed the creation of testing scripts

Upcoming Milestones

- Run testing scripts against test environment.

Project Milestones

Status	Week Beginning (Sunday Date)	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1	Oct-8	Oct-15	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
	Initialize																																							
Cmplt	Project Planning	X																																						
Cmplt	Project Kick-Off	X																																						
	Analyze, Design, & Development																																							
Cmplt	Build Test Environment		X	X	X																																			
Cmplt	Configure Test Environment					X	X	X	X																															
On Trk	Build Production Environment									X	X	X	X	X	X	X	X	X	X	X	X	X	X																	
Nt Strtd	Configure Production Environment																							X	X	X	X	X	X	X	X	X	X	X	X	X				
	Test																																							
Cmplt	Create Testing Scripts	X	X	X	X	X	X	X	X	X																														
On Trk	Perform Testing in Test Environment										X	X	X	X	X	X	X	X	X	X	X	X	X																	
On Trk	Identity Management Testing										X	X	X	X	X	X	X	X	X	X	X	X	X																	
Nt Strtd	Perform Issue Resolution & Tracking																	X	X	X	X	X	X	X	X															
	Implement																																							
Nt Strtd	Create Go-Live Plan																															X	X	X	X					
Nt Strtd	Perform Communications to campus																																						X	
Nt Strtd	Conduct Training																																					X	X	
Nt Strtd	Implement Go-Live Plan																																						X	★

Data Center Migration Project

BGSU

Project Status: GREEN

Monthly Summary – July 3,, 2017

The Data Center Migration project will consist of relocating the primary data center services from the existing data center located in Hayes Hall to the Buckeye Telesystems data center located in Toledo, Ohio. This project was started in July, 2015 and has a targeted end date of December 31, 2017. There are 10 different work streams that fall under this project. Each work stream will be managed as a separate, but interconnected project, and have a project Lead and project team assigned. The Director of IT Security & Infrastructure will have responsibility for managing the overall budget for the Data Center Migration project and all of its sub projects.

Past Month's Key Accomplishments

ACI Project: 95% completion.
Data Center Interconnect Project: 100% completed.
Load Balancer/Content Switch Project: 95% completion.
Firewall Project: 95% completion.
New Servers Project: 100% completion.
Storage Project: 100% completion.
Physical Data Center Setup 100% completed
SPLUNK Project: 100% completed.
Application Migration: 30% completion.
Server Moves to Huntington: Activities on hold pending resolution to air conditioning and humidity issues at Huntington. 30% completion.

Overall: Most sub projects are now completed with the exception of a few small tasks. The majority of the uncompleted activities deal with training and documentation.

Upcoming Milestones

- Greg Brown and Bridget Place have made significant progress in identifying all applications/functional owners/systems to move over to Buckeye. They have developed and presented an initial schedule for migrating most systems over by 12/31/2017.
- They will continue to develop the schedule through October and will determine if there are systems that will take longer to migrate or cannot migrate by the end of the year.
- ITS is beginning to work with Functional Leads to plan the migration of their individual systems and applications.
- Continue to move servers and cabinets out of Hayes.
- Continue to build out new servers at Buckeye.

Business Process Reviews

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

Several business units that are primary users of the PeopleSoft environments will be going through consultant lead business process reviews. The consultants preforming these reviews will look a current business practices and offer options for best practice, automating, and using delivered functionality to improve these business processes as well as suggesting new business practices. These reviews will take place in 2017 to prepare business units and ITS for functional improvement projects in 2018.

Past Month's Key Accomplishments

- HR Business Process Review Complete
- Grants Business Process Review Started
- CSS Business Process Review consultant selection started

Upcoming Milestones

- HR Business Process Review – solution presentations
- Grants Business Process Review – in progress
- CSS Business Process Review – consultant selection

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-1	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1	Oct-8	Oct-15	Oct-22	Oct-29
	Week Number	1	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44
	Initialize																																				
Cmplt	HR Consultant selection	x	x	x	x	x																															
Cmplt	HR Current state review (Discovery)									x	x	x	x	x	x	x																					
Cmplt	HR Research business processes (Analysis)												x	x	x	x	x																				
On Trk	HR Proposal of Solutions (Recommendation)														x	x	x	x	x	x	x																
Cmplt	SES Current state review (Discovery)		x	x																																	
Cmplt	Grants Consultant selection		x	x	x	x	x	x	x	x	x	x																									
On Trk	Grants Current state review (Discovery)																	x	x	x	x	x	x	x	x												
On Trk	Grants Research business processes (Analysis)																				x	x	x	x	x	x											
Nt Strtd	Grants Proposal of Solutions (Recommendation)																						x	x	x	x	x	x									
On Trk	CSS Consultant selection										x	x	x	x	x	x	x	x	x	x	x	x	x														
Nt Strtd	CSS Current state review (Discovery)																										x	x	x	x	x	x	x	x			
Nt Strtd	CSS Research business processes (Analysis)																													x	x	x	x	x	x		
Nt Strtd	CSS Proposal of Solutions (Recommendation)																															x	x	x	x	x	x

Graduate Contracting App Upgrade For GA T/L

BGSU

Project Status: GREEN

Monthly Summary – July 3, 2017

The Graduate Contracting Application Upgrade project's objective is to streamline and update the existing Graduate Assistant contracting process in order to eliminate manual data updating/syncing and to increase reporting efficiency. Development of delivery 2 is almost complete with certain items available for user testing now. Once approved, the project team expects the items in Delivery 2 to be moved into Production early August.

Past Month's Key Accomplishments

- Delivery 2 development started
- Some development items available for user testing

Upcoming Milestones

- Full Delivery 2 testing
- Production migration for Delivery 2

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-15	Jan-22	Jan-29	Feb-5	Apr-30	May-7	May-14	May-21	May-28	Jun-4	Jun-11	Jun-18	Jun-25	Jul-2	Jul-9	Jul-16	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1	Oct-8	Oct-15	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26
	Week Number	1	2	3	4	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46
	Initialize																																			
Cmplt	Project Planning/Kick-Off	X	X	X																																
	Analyze, Design, & Development																																			
Cmplt	Create Project Design/Specifications Requirements	X	X	X	X																															
Cmplt	Perform Development - Delivery 1																																			
Cmplt	Business Process Documentation																																			
Cmplt	Defect Resolution - Delivery 1																																			
On Trk	Perform Development - Delivery 2					X	X	X	X	X	X	X	X	X	X																					
Nt Strtd	Defect Resolution - Delivery 2															X	X																			
Nt Strtd	Perform Development - Delivery 3																X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
Nt Strtd	Defect Resolution - Delivery 3																																X	X		
	Test																																			
Cmplt	Perform Testing - Delivery 1																																			
Cmplt	Testing Issue Resolution Delivery 1																																			
On Trk	Perform Testing - Delivery 2													X	X	X																				
Nt Strtd	Testing Issue Resolution Delivery 2																X	X																		
Nt Strtd	Perform Testing - Delivery 3																															X	X	X		
Nt Strtd	Testing Issue Resolution Delivery 3																																		X	
	Implement																																			
Cmplt	Go-Live (Delivery 1)					★																														
Nt Strtd	Go-Live (Delivery 2)																		★																	
Nt Strtd	Go-Live (Delivery 3)																																			★

Winter Session Program

BGSU

Project Status: GREEN

Monthly Summary – July 3rd, 2017

Over the past month, business units (BU's) have been meeting internally to discuss their process changes. ITS sent questionnaires to the functional leads in each BU to help initiate and drive these discussions in order gather requirements and determine scope. While we expect some areas to have no impact from a winter session, most business units will be affected. Through the month of June, functional leads had the ability to evaluate and simulate their system changes in our CS modeling environment. We conducted our 1st meeting with BU leads to discuss their findings. It was determined that more time is needed for assessment. We've scheduled monthly reoccurring meetings for review and assistance.

Past Month's Key Accomplishments

- Modeling environment testing by BU Leads.
- Initial findings review from Modeling Env. Testing
- High-level program planning and design strategy meeting

Upcoming Milestones

- Second review meeting with leads to be held July 27th.

No schedule at this time