Executive Sponsors Meeting
Major Project Updates

09/11/2017

Agenda

- Implement POS for Dining Services
- Replace and Enhance Student Scheduling Software
- WBGU-TV & Agilon One Donor Data Workflow*
- Student Refunding for Credit Card Payments*
- Ohio eTutoring Collaborative Interface and SSO
- CSS Patch for FISAP Reporting*
- Implement Lightspeed - Falcon Outfitters
- Implement Avalon Multimedia System
- OGC OnBase Implementation
- Duo for Email Opt-In*
- Voter Identification Letter
- Add Gender to Learning Community Query
- Adobe Campaign Email Solutions
- Graduate Curriculum Modification
- Donor Wall Technology
- Auto Admit and Matriculation for Graduate Students
- CSS 9.0 Bundle 46 and PTools 8.54.32
- Update StarRez
- Career Center – Handshake
- Provost Performance Metrics
- GSW Online Placement App Update
- ARTSC Test Scores from Perpetual Works
- New WRL Report for Foundation
- HCM 9.2 Get Current
- AEM 6.3 Upgrade
- Business Process Review
- Archive NORIS Police Data in OnBase
- Fund balance interface FMS to One
- eCitation Software and Hardware Install
- Graduate College Form Automation
- CSS 9.2 Upgrade
- 25 Live Implementation
- EvaluationKit University-Wide Course Evaluation
- Pharos Upgrade
- Data Center Migration
- Graduate Contracting App Upgrade For GA T/L
- Student NonDegree Application Automation
- Cisco CirQLive & Spark
- Winter Session Program
- Agilon One Report Library

Implement POS for Dining Services

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

Dining 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 was configured, tested and implemented by the go-live date of 7/1/2017. Phase II go-live date for school opening was August 14, 2017. Post-implementation issues continue.

Past Month's Key Accomplishments

- Issue list items will be prioritized, traced and resolved
- Steak n Shake deployment was successfully completed
- Process to export SML to menu board was implemented
- Auto schedule change at Oaks issues were resolved

Upcoming Milestones

- Issue list items will be tracked and resolved
- Online ordering for the Pub must be completed
- Offline Credit Card configuration by Payment Express
- Foreign Student Credit Card configuration by P/E (chip/pin)

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	Aug-27	Sep-3	Sep-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
	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	X	X	X
Cmplt	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													
Cmplt	Finalize Technical/Functional Requirements						X	X	X	X	X	X	X	X	X	X	X	X										
Cmplt	Define Required Interfaces						X	X	X	X	X	X	X	X	X	X	X	X										
	Testing																											
Cmplt	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	X	X	X
Cmplt	QPS Remote Installation									X	X	X	X	X	X	X	X	X	X	X	X							
Cmplt	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	X	X	X	X	X	X
Cmplt	Custom Reports/Discount Function										X	X	X	X	X	X	X	X	X	X	X	X						
	Implement																											
Cmplt	Define Implementation Calendar/Rollout Plan						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X						
Cmplt	Determine Training Requirements							X	X	X	X	X	X	X	X	X	X	X		X		X						
On Trk	Implementation																	X	X				X	X	X	X	X	★
Cmplt	Communicate to Campus																X	X					X	X	X			

Replace and Enhance Student Scheduling Software

BGSU

Project Status: YELLOW

Monthly Summary – September 4, 2017

All functional problems with the new semester-scheduling product, Schedule Builder, have been resolved. BGSU has received v.2.0.2, our final implementation version, which was designed to address our last feature requests. After the clean installation in DEV, we successfully migrated to QNA. ITS is now working with the vendor to resolve certain architectural concerns with how the product manipulates our PeopleSoft environment. Once satisfied we will plan the actual production implementation. This will be followed by resumption of product design on the software for four-year degree planning. The schedule for implementation of that new software will be determined at a later date.

Past Month's Key Accomplishments

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

Upcoming Milestones

- TBD: Schedule Builder Go-Live

Milestones

Status	Week Beginning (Sunday Date)	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	Sep-10	Sep-17	Sep-24	Oct-1
	Week Number	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
	Replace Student Scheduling Software																																
Cmplt	Collect Requirements and Obtain Product		X																														
Off Trk	Install Schedule Builder in DEV and Migrate to QNA	X	X												X	X			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
On Hld	User Acceptance Testing					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
Nt Strtd	Migrate to PPD																																
Nt Strtd	Schedule Builder Production Migration																																
	Obtain Degree Planning Software																																
Cmplt	Gather Software Requirements	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)																																

WBGU-TV & Agilon One Donor Data Workflow

BGSU

Project Status: ★

Monthly Summary – September 4, 2017

This project has gone live and is in production.

Past Month's Key Accomplishments

- Migrated to production.

Upcoming Milestones

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	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	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44
	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																	
Cmplt	Develop both interfaces																													X	X	X	X	X	X	X	X	X	X						
	Test																																												
Cmplt	Functional testing																																				X	X	X	X	X	X	X		
Cmplt	Resolving issues																																				X	X	X	X	X	X	X		
Cmplt	approval to migrate to production																																										X		
	Implement																																												
Cmplt	Production Migration																																											X	
Cmplt	Go-Live																																												x

Student Refunding for Credit Card Payments

BGSU

Project Status: ★

Monthly Summary – September 4, 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 resolved all outstanding testing issues and completed all User Acceptance Testing in CSSQNA and CSSPPD. In addition, Rhonda Montague conducted user training for the Refund Coordinator and Bursar Support Staff. This project was successfully migrated into Production CSS on Sunday August 27 as scheduled.

Past Month's Key Accomplishments

- Completed User Acceptance Testing in CSSQNA and CashNet Train
- Completed User Acceptance Testing in CSSPPD and CashNet Train
- Completed User Training for Refund Coordinator & Bursar Staff
- Implemented Project into Production CSS – Sunday Aug 27, 2017

Upcoming Milestones

- None

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	Aug-13	Aug-20	Aug-27
	Week Number	**1**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**	**27**	**28**	**29**	**30**	**31**	**32**	**33**	**34**	**35**
	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														
Cmplt	Perform CashNet Configuration / Unit Testing																X	X	X							
Cmplt	Perform ITS Development / Unit Testing													X	X	X	X	X								
	Test																									
Cmplt	Create Test Schedule/Cycles															X	X	X								
Cmplt	Create Test Scripts															X	X	X								
Cmplt	Perform User Acceptance Testing																	X	X	X	X	X	X	X	X	
Cmplt	Perform Issue Resolution & Tracking																	X	X	X	X	X	X	X	X	
	Implement																									
Cmplt	Create Go-Live Plan																							X		
Cmplt	Perform Communications to campus																							X	X	
Cmplt	Update Knowledgebase																							X	X	
Cmplt	Implement Go-Live Plan																									★

Ohio eTutoring Collaborative Interface and SSO

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

BGSU has chosen to implement online tutoring services through the Ohio eTutoring Collaborative. The Collaborative uses a platform created and maintained by a state agency in Connecticut. To participate, ITS will design a method for the Learning Commons to safely upload student account data. Single Sign On/Single Log Off will be required to make access secure. We have begun working with the team in Connecticut to determine what options are available, after which planning for the project will be possible.

Past Month's Key Accomplishments

- Discovery: Established communication with Connecticut Collaborative
- Development: SSO accounts exchanged

Upcoming Milestones

- Test data upload
- Test SSO/SLO

Schedule to be determined

CSS Patch for FISAP Reporting

BGSU

Project Status: ★

Monthly Summary – September 4, 2017

Student Financial Aid requested that we install CSS 9.0 FISAP Patch for 2017-2018 delivered by Oracle Support. In addition, Student Financial Aid needs additional security access for the Aid Year specific RunControl Pages to generate the FISAP Report and accompanying files. Financial Aid must generate FISAP report / files, obtain a signature from President Mazey, and submit final FISAP report / files to the Department of Education by the end of September. During the past month, we downloaded the CSS 9.0 FISAP Patch for 2017-2018 from Oracle Support site, installed the software into CSSDMO, CSSDEV, CSSQNA, and CSSPPD. We reviewed compare reports and identified no rework items related to this maintenance. The software was tested by Student Financial Aid and was approved to migrate into Production CSS on Sunday 08/27/2017.

Past Month's Key Accomplishments

- Download CSS 9.0 FISAP Patch for 2017-2018 into CSSDMO
- Ran Compare Reports and found No BGSU Rework Items
- Created Production Change Request to document the maintenance.
- Performed User Acceptance testing in CSSQNA, CSSPPD
- Migrated project into Production CSS on Sunday 08/27/2017.

Upcoming Milestones

- None

Project Milestones

Status	Week Beginning (Sunday Date)	Mar-5	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27
	Week Number	1	21	22	23	24	25	26
	Initialize							
Cmplt	Project Planning		X					
Cmplt	Project Kick-Off		X					
	Analyze, Design, & Development							
Cmplt	Create Production Change Request (no Rework)		X					
	Test							
Cmplt	Create Test Schedule/Cycles		X					
Cmplt	Create Test Scripts		X					
Cmplt	Perform User Acceptance Testing			X	X	X		
Cmplt	Perform Issue Resolution & Tracking			X	X	X		
	Implement							
Cmplt	Create Go-Live Plan						X	
Cmplt	Perform Communications to campus						X	
Cmplt	Update Knowledgebase						X	
Cmplt	Implement Go-Live Plan							★

Implement Lightspeed – Falcon Outfitters

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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 new registers and credit card machines have been setup and used for the past month at all three locations (the main Falcon Outfitters store, the Stroh, and Firelands). Over the past month, the team has completed the integration from Shopify to Accumula and decommissioned the registers and MBS servers. The only remaining items are completing the decommissioning documentation and final project review and closeout with the project sponsor.

Past Month's Key Accomplishments

- Legacy hardware, software, and server decommissioning work is complete
- Migration/Integration from Shopify to Accumula complete

Upcoming Milestones

- Complete decommission documentation
- Close out the project with sponsor approvals

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	Sep-3	Sep-10
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	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														
Cmplt	Perform Development (Integrations)			X	X	X	X	X	X	X	X	X										
	Test																					
Cmplt	Perform Testing (Hardware and Lightspeed)							X	X	X	X											
Cmplt	Perform Testing (Integrations)										X	X	X									
Cmplt	Perform Issue Resolution & Tracking											X	X	X								
	Implement																					
Cmplt	Conduct Training		X						X	X												
Cmplt	Implement Go-Live Plan (Hardware and Lightspeed)											★										
Cmplt	Implement Go-Live Plan (Integrations)													★								
Cmplt	Move and Wipe Servers/Register (Prep For Sale)														X	X	X	X	X	X		
Cmplt	Decommision Legacy Processes and Hardware															X	X	X	X	X		★

Implement Avalon Multimedia System

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

Testing and issue resolution are complete. The Avalon production system is now live at https://Avalon.bgsu.edu including all content previously stored in Variations. WBGU materials have begun loading satisfactorily and are awaiting final signoff. A problem was found with the Avalon LTI while migrating to production but it is now resolved. The project will remain open briefly to accommodate the final pieces of the LTI approval and to offer support while WBGU validates their migration process.

Past Month's Key Accomplishments

- Testing: LTI testing and resolution complete
- Migration: WBGU content transfer underway

Upcoming Milestones

- 9/7/17: LTI production migration

Milestones

Status	Week Beginning (Sunday Date)	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	Sep-10
	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
	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																																
Cmplt	ITS Unit Testing in DEV	X	X	X	X	X																											
Cmplt	Build and Configure TEST Environment	X	X	X																													
Cmplt	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																																
Cmplt	Build and Configure PROD Environment																				X	X	X										
Cmplt	PROD Environment Validation																						X										
Cmplt	PROD Hand-off and Go-Live																							★									
On Trk	Variations Deprication																								X	X	X	X	X	X	X	X	X

OGC OnBase Implementation

BGSU

Project Status: YELLOW

Monthly Summary – September 4, 2017

General Counsel was the first user of OnBase in 2006 and has had no improvements to date. The project will greatly enhance their solution, utilizing new features available in OnBase. The improvements that will be delivered as part of this project include Matter/Document Assignments, Communications, Status, Font Size and Labels.

Past Month's Key Accomplishments

- No progress has been made this month, as there have been other projects that have required the same resources.

Upcoming Milestones

- We will migrate the solution to OnBase Test
- Begin user testing and training General Council on this solution

Project Milestones

Status	Week Beginning (Sunday Date)	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
	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
	Initialize																															
Cmplt	Planning	X	X																													
Cmplt	Design		X																													
	Analyze, Design, & Development																															
Cmplt	Create workflow integration docs		X	X																												
Cmplt	Workout integrations with current process				X																											
Cmplt	Configure Studio WF				X	X																										
Cmplt	Unity Development					X	X	X	X	X																						
	Test																															
At Rsk	User Testing																			X	X											
Nt Strtd	Defect Resolution																			X	X	X	X									
Nt Strtd	User Testing Round 2																								X	X	X	X				
Nt Strtd	Defect Resolution Round 2																											X	X	X		
	Implement																															
Nt Strtd	Go-Live																														X	★

Duo for Email Opt-in

BGSU

Project Status: ★

Monthly Summary – September 4, 2017

Over the past month, the team completed functionality testing which included a large testing phase of multiple email clients, operating systems, and mobile devices. Over 60 different testy scenarios we're completed and signed off. We also redesigned the Duo for Email landing page to enable the ability to make Duo mandatory for future phases. We've implemented our go-live plan and migrated to production on August 10th. Project is complete.

Past Month's Key Accomplishments

- Duo for Email Go-Live 8/9/2017
- Project Close-out Monday Aug 14th

Upcoming Milestones

- None

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											
Cmplt	Perform Testing						X	x	X	X	X							
Cmplt	Perform Issue Resolution & Tracking										X	X	X					
	Implement																	
Cmplt	Create Go-Live Plan												X	X				
Cmplt	Perform Communications to campus												X	X	X	X	X	
Cmplt	Implement Go-Live Plan																X	
Cmplt	Update Knowledgebase																X	★

Voter Identification Letter

BGSU

Project Status: YELLOW

Monthly Summary – September 4, 2017

The Office of Residence Life requested an automated method to generate a Voter Identification Letter so that on-campus residents can provide proof of precinct if they wish to vote in Wood County. Residence Life wants to provide a link within the Student Portal so that on-campus residents can print their own Voter Identification Letter on BGSU letterhead containing the student's name (last and first), on-campus residence hall address, print date, and authorizing signatures. During the past month, we completed CSS Development and Unit Testing in CSSDEV and started User Acceptance Testing in CSSQNA. We have had significant delays in user testing due to the setup of DUO Overrides in the test system so that the end user can login as the student. We have resolved all outstanding user testing issues and the project is back in CSSQNA for final user testing. We still need to complete user testing in CSSQNA and CSSPPD the first week of September to install this project in Production CSS by Sept 10, 2017.

Past Month's Key Accomplishments

- Completed Development / Unit Testing in CSSDEV – 08/18/2017
- Performed User Acceptance Testing – 08/21/2017 (Still In-Progress)
- Setup Test IDs in DUO Test so End User can login as the Student
- Resolved outstanding user testing issues - 08/31/2017

Upcoming Milestones

- Complete User Acceptance Testing in CSSQNA: 09/05/2017
- Complete User Acceptance Testing in CSSPPD: 09/07/2017
- Implementation in PROD CSS: 09/10/2017

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	Sep-3	Sep-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
	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 Trk	Perform Development / Unit Testing												X	X	X	X	X	X	X	X	X		
	Test																						
Cmplt	Create Test Schedule/Cycles																		X	X			
Cmplt	Create Test Scripts																		X	X			
At Rsk	Perform User Testing in QNA and PPD																			X	X	X	
On Trk	Perform Issue Resolution & Tracking																			X	X	X	
	Implement																						
On Trk	Create Go-Live Plan																					X	
On Trk	Perform Communications to campus																					X	
On Trk	Update Knowledgebase																					X	
Nt Strtd	Implement Go-Live Plan																						★

Add Gender to Learning Community Query

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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
- Gender appears on Leader Emails and sent to appropriate account

Upcoming Milestones

- CommGen jobs/run control will be created with the user's name
- PPD Testing scheduled for the beginning of September

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															
Cmplt	Query Development				X	X	X	X	X	X	X	X	X	X	X	X	X	X							
Cmplt	Setup Row Level and T/L Secuirty (DEV)						X	X	X	X	X	X	X	X	X	X	X	X							
Cmplt	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	X	X		
On Trk	PPD Migration/Configuration																X	X	X	X	X	X	X		
On Trk	Testing/Defect Resolution (PPD)																			X	X	X	X		
	Implement																								
On Trk	Communication to Campus/Training																					X	X	X	X
Nt Strtd	Production Configuration																							X	
Nt Strtd	Production Migration																								★
Nt Strtd	Execute New Process																								X

Adobe Campaign Email Solutions

BGSU

Project Status: YELLOW

Monthly Summery – Sept 4, 2017

The project involves implementing a new email campaign 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. We recently worked with Adobe leadership to assign a new technical lead to get this project back on track. We are looking to complete our 1st campaign this coming month, complete Q&A of the solution, and work towards our 2nd and 3rd campaigns. Due to the delays with Adobe and the Adobe Campaign tool, we will be pushing back our go-live date (TBD).

Past Month's Key Accomplishments

- Training class was re-done due to technical and instructor issues.
- We had our first desk-side coaching session to build out Campaign 1. We encountered many technical issues during the session that caused us to pause further sessions until these major issues are resolved.
- We've requested new technical resource from Adobe.

Upcoming Milestones

- Fix technical issues
- Resume desk-side coaching sessions with new Adobe Tech.
- Perform testing of the solution
- Build out 3 campaigns per the Statement Of Work.

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
	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
	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														
At Rsk	Perform Testing														X	X	X	X	X	X	X	X	X	X	X	X		
At Rsk	Perform Issue Resolution & Tracking														X	X	X	X	X	X	X	X	X	X	X	X		
	Implement																											
Off Trk	Plan Migration																	X	X									
On Trk	Create Training Documentation																X	X	X	X	X	X	X	X	X			
Nt Strtd	Migrate Development to Production																								X	X		
At Rsk	Go-Live																									★		

Graduate Curriculum Modifications

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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. The development work turned out to be more challenging than originally planned but is now complete. Over the next few weeks the number of strategic testing sessions will be scheduled with the Graduate College in order to complete testing with the goal of going live on September 28th.

Past Month's Key Accomplishments

- Development is complete
- Initial testing with key stakeholders

Upcoming Milestones

- Initial testing with key stakeholders
- Full Q&A testing with full business team testing
- Go-live

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	Sep-3	Sep-10	Sep-17	Sep-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
	Initialize																							
Cmplt	Project Planning	X	X																					
Cmplt	Project Kick-Off		X																					
	Analyze, Design, & Development																							
Cmplt	Create Project Design/Specifications Requirements		X	X	X																			
Cmplt	Perform Development					X	X	X	X	X	X	X	X	X	X	X	X							
	Test																							
Cmplt	Create Test Plan															X								
On Trk	User Testing																X	X	X	X	X	X	X	
On Trk	Perform Issue Resolution & Tracking																	X	X	X	X	X	X	
	Implement																							
Nt Strtd	Implement Go-Live Plan																							★

Donor Wall Technology

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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. Over the past month, the team has completed the conceptual design and approved the design to move to development. Development will take approximately 3 weeks to complete. BGSU team will be collecting the necessary content and providing to the developer. The monitor and PC will be setup in a temporary location to ultimately test both hardware and software once development is complete.

Past Month's Key Accomplishments

- BGSU has approved the overall design of the 4Winds application
- Development of the application has begun

Upcoming Milestones

- Setup the monitor and PC in a temporary testing location
- Complete development of the application
- Provide all content to 4Winds developer

Project Milestones

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

Auto Admit and Matriculation for Graduate Students

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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 applications and admits graduate students 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 9/24/2017.

Past Month's Key Accomplishments

- PPD testing for Auto Matric has been completed
- Auto Matric query has been created in CSS Production
- Auto Admit process moved to CSS Production and put on recurrence

Upcoming Milestones

- Production configuration for Auto Matric recurrence

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	Sep-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	28
	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	Query Development				X	X	X	X	X	X	X	X	X	X												
Cmplt	Unit Test (DEV)						X	X	X	X	X	X	X	X												
Cmplt	QNA Migration/Configuration												X	X												
	Test																									
Cmplt	Setup Row Level and T/L Secuirty (QNA)						X	X	X	X	X	X	X	X												
Cmplt	Delivered Process Configuration (QNA)							X	X	X	X	X	X	X												
Cmplt	Testing/Defect Resolution (QNA)									X	X	X	X	X			X	X	X	X	X	X	X			
Cmplt	PPD Migration/Configuration													X	X		X	X	X	X	X	X	X			
Cmplt	Testing/Defect Resolution (PPD)													X	X					X	X	X	X			
	Implement																									
On Trk	Communication to Campus/Training																			X	X	X	X			
On Trk	Production Configuration																					X	X	X	X	
Nt Strtd	Production Migration																									★
Nt Strtd	Execute New Process																									X

CSS 9.0 Bundle 46 and PT 8.54.32

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

The regularly scheduled quarterly update for PeopleSoft CSS 9.0 (Bundle 46) must be installed in Production CSS by October 1, 2017 so that Student Financial Aid is able to continue processing federal aid for 2018-2019 aid year. Bundle 46 also contains critical updates for the 1098T process needed by the Bursar's Office and several bug fixes impacting all Student Modules. We also need to install PeopleTools Patch (PT 8.54.32) and a FISAP Patch along with CSS 9.0 Bundle 46. During the past month, we have completed the Project Charter, Project Plan, and Development/Unit Testing for Rework Items. User Acceptance Testing is currently In-Progress in CSSQNA.

Past Month's Key Accomplishments

- Downloaded CSS 9.0 Bundle 46, PeopleTools 8.54.32 and FISAP Patch into CSSDMO, CSSDEV and ran Compare Reports.
- Created Project Charter and Project Plan
- Completed Development / Unit Testing in CSSDEV (for Rework Items)
- Migrated CSS 9.0 Bundle 46, PT 8.54.32 and FISAP Patch into QNA
- Started User Acceptance Testing in CSSQNA - 08/21/2017

Upcoming Milestones

- Complete User Acceptance Testing in CSSQNA by 09/14/2017
- Complete User Acceptance Testing in CSSPPD by 09/21/2017
- Implement on Sunday Sept 24, 2017

Project Milestones

Status	Week Beginning (Sunday Date)	Mar-5	Jul-23	Jul-30	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24
	Week Number	1	21	22	23	24	25	26	27	28	29	30
	Initialize											
Cmplt	Project Planning		X	X	X	X						
Cmplt	Project Kick-Off			X								
	Analyze, Design, & Development											
Cmplt	Perform Project Analysis		X	X								
Cmplt	Create Project Design/Specifications Requirements			X	X							
Cmplt	Perform Development / Unit Testing			X	X							
	Test											
Cmplt	Create Test Schedule/Cycles					X						
Cmplt	Update Test Scripts					X						
On Trk	Perform User Acceptance Testing (All CSS Modules)						X	X	X	X	X	
On Trk	Perform Issue Resolution & Tracking						X	X	X	X	X	
	Implement											
Nt Strtd	Create Go-Live Plan											
Nt Strtd	Perform Communications to campus											
Nt Strtd	Update Knowledgebase										X	
Nt Strtd	Implement Go-Live Plan											★

Update StarRez

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

The Office of Residence Life and ITS are in the process of determining if we are going to continue to perform an on premise migration or if we are going to migrate StarRez to the StarRez Cloud.

Past Month's Key Accomplishments

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

Upcoming Milestones

- Determine if we are migrating to the cloud
- Cloud migration
- - work with vendor and client to create timeline
- On Premise migration
- - Continue testing and re-evaluate timeline

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												
At Rsk	Perform Testing												X	X	X	X	X	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																								★

Career Center Handshake

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

This project is to replace the Career Center's WorkNet (Symplicity) system with Handshake. Handshake is a Cloud provider of student and employer services like counselor appointments, internships, coops, job fairs, resumes and interviews. The replacement includes migrating the vendors, setting up events, creating the student files, building the interfaces and creating the Single Sign On. Reset delivery date to May 15, 2018.

Past Month's Key Accomplishments

- Loaded the Vendors from Symplicity
- Set up Credit Card vendor
- Determined student attributes
- Whitelisted Handshake addresses

Upcoming Milestone

- Connect SSO
- Create test student file

Project Milestones

Status	Month Beginning	Jul-2	Aug-1	Sep-1	Oct-1	Nov-1	Dec-1	Jan-1	Feb-1	Mar-1	Apr-1	May-1	Jun-1	Jul-1
	Month Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**
	Initialize													
Cmplt	Project Kick-Off and Planning		X											
	Vendors													
Cmplt	Load Vendors from Symplicity		X							X				
Cmplt	Set up Third Party Credit Card - Stripe		X								X			
On Trk	Set up the Job Fair and On Campus Events									X	X			
On Hld	Launch Vendors											X		
Nt Strtd	Perform Issue Resolution & Tracking									X	X	X	X	X
	Students													
Cmplt	Determnine student attributes for the interface		X											
Nt Strtd	Create, Submit and Confirm TEST student file to Handshake					X								
Nt Strtd	Submit and Confirm FULL student file to Handshake							X						
Nt Strtd	Create, Test and Confirm automated Student interface							X	X					
Nt Strtd	Launch Students												X	
Nt Strtd	Perform Issue Resolution & Tracking				X	X	X	X	X	X	X	X	X	X
	Technical													
Cmplt	Whitelist the Handshake addresses	X												
On Trk	Connect SSO using CAS		X	X	X	X	X	X	X					
Nt Strtd	Confirm SSO								X					
Nt Strtd	Add Career Center Staff and Train									X	X	X		
Nt Strtd	Project Completed													★

Provost Performance Metrics

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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. Columns for metrics 2 and 12 have been tested and moved to the production environment. Reports for these metrics are being developed. Metric 12 will be available for use in the fall term. The FTIC and FTFT cohorts for fall of 17 are being captured and persistence and retention reports will be available starting in January. We will resume work on the Experiential Learning reports when Metrics 2 and 12 are complete.

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 have been migrated to the production environment and are running successfully in the nightly cycle
- Conducted a successful initial test of the "First Time" indicator for the FTFT retention requirement and migrated to Production

Upcoming Milestones

- Approval of Contribution Margin and movement to Production
- Move 60 units in two years report into the Production catalog
- Confirm the capture of the FTFT and FTIC cohorts on the 15th day
- Finalize presentation views of the persistence and retention reports
- Complete remaining experiential learning reports
- Present metrics to Deans for college use

Project Milestones

Status	Week Beginning (Sunday Date)	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	1-Oct	8-Oct	15-Oct	22-Oct	29-Oct	5-Nov
	Week Number	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	58	59	60	61	62	63
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	★			
Cmplt	PPM 3: Number of Graduates																																					
Nt Strtd	PPM 4: Collaborative Research																															X	X	X	X	X	X	X
Nt Strtd	PPM 6: Global Immersion Experience																															X	X	X	X	X	X	X
Cmplt	PPM 7: Service Learning	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	X	X	X	X	X	X	X
On Trk	PPM 9: Contributin Margin	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	X	★					
Cmplt	PPM 14: SCHs Lost to DFW																																					

GSW Online Placement App Update

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

The GSW Online Placement App Update project's objective is to update the existing application to increase GSW's ability to customize the application without ITS intervention. Delivery 1 was successfully migrated in May and Delivery 2 development has begun with the expectation of providing GSW with a system to test by early September.

Past Month's Key Accomplishments

- We have completed development of this phase.

Upcoming Milestones

- Build test plans
- Complete User and Unit Testing
- Production Migration

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																							
Cmplt	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																														
Cmplt	Go-Live (Delivery 1)												★																		
Nt Strtd	Go-Live (Delivery 2)																														★

ARTSC Test Scores from Perpetual Works

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

The College of Arts and Sciences (ARTSC) requested an automated interface to load foreign language placement test scores from WebCAPE Perpetual Works into PeopleSoft CSS. ARTSC plans to use these test scores as prerequisites for all foreign language courses starting with Spring Semester 2018 class registration. During the past month, we started CSS Development for this project (Aug 24). This development startup is a little later than originally scheduled due to other higher priority PeopleSoft CSS projects that were needed at the beginning of Fall Semester 2017. We are still on schedule for implementation into Production CSS on Oct 8, 2017.

Past Month's Key Accomplishments

- Started Development / Unit Testing in CSSDEV - 08/24 (In-Progress)

Upcoming Milestones

- Finish Development / Unit Testing in CSSDEV - 09/13/2017
- Perform User Acceptance Testing in CSSQNA 09/18 - 09/28
- Perform User Acceptand Tesing in CSSPPD 10/02 – 10/06
- Implement in Production CSS - 10/08/2017
- Upload Load Historical Test Scores into Production CSS

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	Sep-24	Oct-1	Oct-8
	Week Number	1	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	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															
Cmplt	Create Functional Specification								X	X	X	X												
On Trk	Perform Development / Unit Testing																X	X	X	X				
	Test																							
Cmplt	Create Test Schedule/Cycles												X											
Cmplt	Create Test Scripts												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																							★

New WRL Report for Foundation

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

This past month the team presented the first draft of the new donor fund reports to the Executive Sponsors. Taking their recommendations into account, the team is working to complete a second round of reports for review. The team also elected to change the go live of the project to October in order to take into account any further revisions. The team continues to revise the reports and the project is trending green.

Past Month's Key Accomplishments

- Reports presented to Executive Sponsors

Upcoming Milestones

- Report revisions completed

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	Aug-6	Aug-13	Aug-20	Aug-27	Sep-3	Sep-10	Sep-17	Sep-24	Oct-1	Oct-8	Oct-15
	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
	Initialize																									
Cmplt	Project Planning																									
Cmplt	Project Kick-Off																									
	Analyze & Design																									
Cmplt	Report Formats identified																									
Cmplt	Report Format Layouts																									
Cmplt	Project Charter																									
Cmplt	Agresso Historial Import																									
	Development																									
Cmplt	Report Formats Created	X																								
Cmplt	Report Format Validation		X	X	X	X	X	X	X	X	X															
On Trk	Report Format Rework											X	X	X	X	X	X	X								
On Trk	Executive Sponsor Review/Rework																		X	X	X	X	X			
	Implement																									
Nt Strtd	Create Go-Live Plan																						X	X	X	X
Nt Strtd	Conduct Training																								X	X
Nt Strtd	Implement Go-Live Plan																									★

HCM 9.2 Get Current Project

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

HCM 9.2 Get Current is on track for the October 13-15 move to production. With the release of PUM 23 on July 28th, our environments have been updated to the newest Oracle image that is compliant with our payroll systems' needs for 2018. This project will also upgrade our HCM PeopleTools to version 8.55.17, incorporating the newest patch level already installed in our production environment to mitigate security vulnerabilities disclosed by Oracle. Both ITS and functional teams have been working diligently to balance the efforts required by multiple simultaneous upgrade projects and patch updates throughout this calendar year.

Past Month's Key Accomplishments

- Development: Freeze breakers and other development items continue
- System: PPD and PRD prep work underway
- Planning: Go-Live schedule and resource planning underway
- Testing: QNA2 environment testing on schedule
- Testing: Issue resolution and re-work continues

Upcoming Milestones

- 9/14/17: Completion of Get Current QNA2
- 9/25/17: Beginning of Get Current PPD testing
- 10/13/17: Beginning of Production migration

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	Sep-10	Sep-17	Sep-24	Oct-1	Oct-8	Oct-15
	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	40	41	42	43
	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																							X	X	X												
Cmplt	QNA Environment Build										X	X	X	X																	X	X	X												
On Trk	PPD Environment Build																																			X	X	X						
Nt Strtd	PRD Environment Build																																								X	X	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			X	X	X	X	X							
Cmplt	QNA1 Testing																X	X	X	X	X	X	X	X	X	X	X	X																
Cmplt	DEV update and QNA2 Refresh																																X	X										
On Trk	QNA2 Testing																																	X	X	X	X	X						
Nt Strtd	PPD Testing																																						X	X	X	X		
	Implement																																											
On Trk	Campus Communications																																								X	X	X	
Nt Strtd	Go-Live																																											★

AEM 6.3 Upgrade

BGSU

Project Status: YELLOW

Monthly Summary – September 4, 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. The project is currently trending yellow due to the delay in turning the Stage environment over to the Functional Team for testing.

Past Month's Key Accomplishments

- Stage environment was created, but Adobe is having issues with setup. We are actively working on these issues with them and functional testing will begin as soon as they are resolved.
- Due to the delay in the start of testing, the project status has been changed to yellow.

Upcoming Milestones

- Resolve permissions and dispatcher issues in Stage environment.
- Begin QNA testing.
- Perform PPD testing.
- Perform Communications.

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
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**
	Initialize																		
Cmplt	Project Planning	X	X	X	X	X													
Cmplt	Project Kick-Off			X															
	Analyze, Design, & Development																		
On Trk	Establish Test Instance		X	X						X	X	X	X	X					
Cmplt	Reapply Customizations									X	X	X	X	X					
Cmplt	Establish Test SSO											X	X	X					
	Test																		
On Trk	Update Test Scripts									X	X	X							
Nt Strtd	Perform QNA Testing													X	X	X			
Nt Strtd	Perform QNA Issue Resolution & Tracking													X	X	X			
Nt Strtd	Perform PPD Testing																X	X	
Nt Strtd	Perform PPD Issue Resolution & Tracking																X	X	
	Implement																		
Nt Strtd	Arrange Cutover with Adobe																X		
Nt Strtd	Perform Communications to Campus of SSO Change																	X	X
Nt Strtd	Implement Go-Live Plan																		X
Nt Strtd	Update Knowledgebase																		★

Business Process Reviews

BGSU

Project Status: GREEN

Monthly Summary – August 4, 2017

Several business units that are primary users of the PeopleSoft environments will be going through consultant lead business process reviews. The consultants performing these reviews will look at 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 BPR – Complete (Recommendations Made)
- Grants BPR – Review Completed
- Grants BPR – 2 Enhancements complete
- CSS BPR – consultant selection in progress

Upcoming Milestones

- Grants BPR – 5 Enhancements in development
- Grants BPR – 5 Enhancements in review
- CSS BPR – consultant selection completion

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-1	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
	Week Number	1	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	37	38	39	40
	Initialize																																				
Cmplt	HR Consultant selection	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																								
Cmplt	HR Proposal of Solutions (Recommendation)										x	x	x	x	x	x	x	★																			
Cmplt	SES Current state review (Discovery)																																				
Cmplt	Grants Consultant selection		x	x	x	x	x	x																													
Cmplt	Grants Current state review (Discovery)													x	x	x	x	x	x	x																	
Cmplt	Grants Research business processes (Analysis)																x	x	x	x	x	x	x														
On Trk	Grants Proposal of Solutions (Recommendation)																		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	★			
On Trk	CSS Consultant selection										x	x	x	x	x	x	x	x	x	x	x	x	x	x	x												
On Trk	CSS Current state review (Discovery)																		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x				
Nt Strtd	CSS Research business processes (Analysis)																									x	x	x	x	x	x	x	x	x	x	x	x
Nt Strtd	CSS Proposal of Solutions (Recommendation)																											x	x	x	x	x	x	x	x	x	x

Archive NORIS Police Data

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

With the completion of the NORIS to SunGard Migration project, the BGSU Police Department requires a method to access historical police report data. As specified in the previous project, a custom OnBase solution will be developed. ITS developers will take the sample database provided by NORIS and determine the best method of archival for a searchable database. The approved formatting will then be tested by BGSUPD staff before moving to the production OnBase system. Licensing of the previous system cannot be extended, so a firm delivery date of 10/31/17 is necessary to maintain consistent access to the historical data.

Past Month's Key Accomplishments

- Planning: Project kickoff complete
- Development: Sample database loaded

Upcoming Milestones

- 9/27/17: Beginning of user testing

Milestones

Status	Week Beginning (Sunday Date)	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	2	3	4	5	6	7	8	9	10	11	12
	Initialization												
Cmplt	Project Planning and Startup	X	X										
On Trk	Create Project Charter		X	X									
	Development & Testing												
Cmplt	Obtain Sample NORIS Database		X	X									
On Trk	Develop and Demo OnBase Solution			X	X	X	X	X					
Nt Strtd	Obtain Design Signoff							X					
Nt Strtd	Move to TEST							X					
Nt Strtd	User Acceptance Testing								X	X	X	X	
	Implementation												
Nt Strtd	Switch NORIS to Read-only								X	X			
Nt Strtd	Obtain Final NORIS Database										X		
Nt Strtd	Go-Live												★
Nt Strtd	Complete Decommissioning Procedure				X	X					X	X	X

Fund Balance Interface FMS to ONE

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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.
Go-live scheduled for 11/19.

Past Month's Key Accomplishments

- Met with key stakeholders to determine specific data needs, new field names, and definitions of data points. A collective approval has been made.
- Kickoff meeting on 8/1
- Held data calculations meeting

Upcoming Milestones

- Complete scope development
- Begin development

Project Milestones

Status	Week Beginning (Sunday Date)	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
	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**
	Initialize																									
Cmplt	Project Planning	X	X	X	X	X	X	X	X																	
Cmplt	Project Kick-Off									X																
	Analyze, Design, & Development																									
Cmplt	Perform Project Analysis										X	X														
On Trk	Develop Scope Document											X	X	X	X											
On Trk	Create Project Design/Specifications Requirements												X	X	X											
On Trk	Perform Development														X	X	X									
	Test																									
Nt Strtd	Create Test Schedule/Cycles																X	X	X							
Nt Strtd	Create Test Scripts																		X	X						
Nt Strtd	Perform Testing																			X	X	X	X			
Nt Strtd	Perform Issue Resolution & Tracking																			X	X	X	X			
	Implement																									
Nt Strtd	Create Go-Live Plan																						X	X		
Nt Strtd	Perform Communications to campus																							X	X	
Nt Strtd	Conduct Training																			X	X	X	X	X	X	
Nt Strtd	Implement Go-Live Plan																									☆

eCitation Software and Hardware Installation

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

Determined the resources needed for the installation of software and other technical aspects required to allow the system to function properly and communicate with both the Ohio Department of Public Safety and Bowling Green Municipal Court. Initial Project Charter meeting scheduled for September, 7th.

Past Month's Key Accomplishments

- Progress was on hold due to start of school preparations and finalizing Sunguard implementation/trouble shooting.

Upcoming Milestones

- Approval of Project Charter.
- Create project timeline.
- Determine resource availability and time needed.

Project scope and timeline have not been determined.
Project completion has been requested for November 30, 2017

Graduate College Form Automation

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

The Graduate College Form Automation project's objective is to convert 20+ of the Graduate College's forms into electronic forms with automated workflows and archival into OnBase. A schedule has been approved to develop and migrate 4 forms per month into Production with the first set of forms going live early August.

Past Month's Key Accomplishments

- Continued Development and Testing of First Set of Forms
- Started Development of Second Set of Forms

Upcoming Milestones

- Deployment of first two sets of forms
- Start development on third set of forms.

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																														
On Trk	Implement Go-Live Plan (4 Forms Per Month)														★				★				★					★			★

CSS 9.2 Upgrade

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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 QNA2 refresh; including TMP enviro's.
- **Development:** Continue work on: Environment clean-up, rework CS9.0 development in CS9.2.
- **Testing:** QNA1 testing completed. Issues resolution performed. There are currently 7 Open; 7 In Progress; 32 in User Testing.

Upcoming Milestones

- Prepare for PPD build.
- Complete QNA2 functional testing.
- Begin PPD functional testing.
- Prepare for PRD build.

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																																
Cmplt	DMO Server / Environment Build	X	X	X	X	X	X	X	X	X																							
Cmplt	DEV Server / Environment Build	X	X	X	X	X	X	X	X	X																							
Cmplt	QNA 1Server / Environment Build										X	X	X	X	X	X																	
On Trk	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	X	X	X	X	X	X	X	X	X	X													
	Test																																
Cmplt	QNA 1 Systems & Integration Testing											X	X	X	X	X																	
On Trk	QNA 2 Systems & Integration Testing																		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																																★

25 Live Implementation

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

This past month, the team began 25Live training for low use areas. Upon completion of the training, the team worked to finalize configuration of the new users and cut the department over to the new application. The team also spent some time this month completing the first set of security room changes that would be rolled out to the user base. This past month the team also pushed out the go live date for the project until December. The migration for 25Live has already occurred, but this will allow more time for training and development of the Higher Education Information System report. The project is trending green.

Past Month's Key Accomplishments

- User training started
- Department cutovers started

Upcoming Milestones

- User Training Continues
- 25Live Configuration continues

Project Milestones

Status	Week Beginning (Sunday Date)	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
	Week Number	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51
	Initialize																				
Cmplt	Project Planning																				
Cmplt	Project Kick-Off																				
	Analyze, Design, & Development																				
Cmplt	Review of Current State																				
Cmplt	Database Cleanup																				
Cmplt	Database Snapshot																				
Cmplt	R25i Test Environment Build																				
Cmplt	R25i Reports																				
Cmplt	R25i Data Collection (HEI)																				
Cmplt	25Live Configuration																				
On Trk	25Live Training (Core)				X	X	X	X	X	X	X	X	X	X	X	X					
On Trk	25Live Training (BGSU)				X	X	X	X	X	X	X	X	X	X	X	X					
On Trk	25Live Reports	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Test																				
Cmplt	R25i User Testing																				
Cmplt	R25i Report Testing																				
Cmplt	WebViewer Testing																				
Cmplt	Schedule25 Testing																				
Cmplt	25Optimizer Testing	X	X	X																	
Cmplt	25Live User Testing	X	X	X																	
On Trk	25Live Report Testing	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Implement																				
Cmplt	Create R25i Go-Live Plan																				
Cmplt	Implement R25i and CSS Interface																				
Nt Strtd	Create 25Live Go-Live Plan																		X	X	
Nt Strtd	Implement 25Live Go-Live Plan																				

EvaluationKIT University-Wide Course Evaluation

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

Issues uncovered in August prompted a change to the project structure. A decision is expected in September regarding the reporting hierarchy in EvaluationKIT as this structure impacts our testing of the planned deployment of college-level surveys. Our inventory of college-level requirements identified a need to initiate contact with the colleges and collect additional details. The estimated time to collect this information may require the addition of a 2nd pilot phase.

Past Month's Key Accomplishments

- Completed institution survey
- Commenced report hierarchy planning
- Commenced inventory of college-level requirements
- Identified key elements and events for communication and coordination

Upcoming Milestones

- Create hierarchy
- Final testing of design
- Identify pilot departments and colleges
- Communicate Fall 2017 pilot events
- Implement Fall 2017 pilot

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																																		
Cmplt	Project Planning	X																																	
Cmplt	Project Kick-Off	X																																	
	Analyze & Design																																		
Off Trk	Perform Project Analysis		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X																		
On Trk	Develop Scope Document										X	X	X	X	X	X																			
	Pilot Preparation																																		
On Trk	Establish surveys														X	X	X	X	X	X	X	X													
On Trk	Establish reporting hierarchy																	X	X	X	X	X													
At Rsk	Final testing																		x	X	X	X													
On Trk	Identify participants for Fall 2017															X	X	X	X	X	X	X													
Nt Strtd	Create communication plan															X	X	X	X	X	X	X													
	Implement Pilot																																		
On Trk	Communicate events and changes															X	X	X	X	X	X	X	X	X	X										
Nt Strtd	Prepare EvaluationKIT service																			X	X	X	X	X	X										
Nt Strtd	Implement Fall 2017 course evaluations																									X	X	X	X						
Nt Strtd	Review pilot results																													X	X	X	X	X	
Nt Strtd	Update EvaluationKIT for Spring 2018 phase																																X	X	X
Nt Strtd	Commence communication planning for Spring 2018																																X	X	X
Nt Strtd	Update Knowledgebase																																	X	★

Pharos Upgrade

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

This project will be the combination of upgrading our current Pharos environment to 9.0 sp2 and migrating the servers to Buckeye. The pharos project is currently on schedule and tracking to complete by the end of 2017.

Past Month's Key Accomplishments

- Completed build of test environment
- Began testing of test configuration

Upcoming Milestones

- Build production servers
- Continue testing 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	X	X	X	X	X												
On Trk	Identity Management Testing										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												
	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 – September 4, 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 June 30, 2018. 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: 100% completion.
Data Center Interconnect Project: 100% completed.
Load Balancer/Content Switch Project: 100% completed.
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: 35% completion.
Server Moves to Huntington: Activities on hold pending resolution to air conditioning and humidity issues at Huntington. 30% completion.

Overall: The Firewall Project is expected to be completed by the end of October.

Progress continues to be made on moving those applications scheduled to be moved by the end of 2017. Planning is underway for identifying the next batch of systems/applications to move beginning January 2018.

Upcoming Milestones

- uAchieve, Titanium, M.A.R Submissions, Extron Global Viewer, STAT all in progress and on track for migration.
- Continue Applications Managers meetings.
- Continue to work on the other 17 systems that will migrate in 2017.
- Continue planning on other migrations for 2018.

Graduate Contracting App Upgrade For Graduate Assistant Time & Labor

BGSU

Project Status: GREEN

Monthly Summary – September 4, 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 and user testing were completed last month and issue resolution is occurring based on the user findings. Once the solution has been updated, SES will re-test with the goal of moving Delivery 2 into Production on September 24th.

Past Month's Key Accomplishments

- Created an issue tracking document to track functional leads testing issues
- Uploaded update to the new reports to the test server

Upcoming Milestones

- Issue resolution
- Delivery 2 Production migration September 24th

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																																			
Cmplt	Perform Development - Delivery 2					X	X	X	X	X	X	X	X	X	X	X																				
On Trk	Defect Resolution - Delivery 2																X	X	X	X	X	X														
Nt Strtd	Perform Development - Delivery 3																						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																																			
Cmplt	Perform Testing - Delivery 2															X	X	X																		
On Trk	Testing Issue Resolution Delivery 2																			X	X	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)																																			★

Student NonDegree Application Automation

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

The Student NonDegree Application Automation project will eliminate two paper-based forms: The Guest Student application and the Graduate NonDegree application. Both will be converted from their current .pdf to a webform which triggers an OnBase workflow. Included will be virtualized queues that mimic the routing of the existing forms. This will create an efficiency for both the Bowling Green campus and Firelands. ITS developers will take the requirements submitted from Registration and Records and create an OnBase solution. The approved formatting and workflow will then be tested by the Registrar's staff before moving to the production OnBase system.

Past Month's Key Accomplishments

- Planning: Project kickoff complete
- Planning: Workflow diagram complete
- Development: Webforms and OnBase workflow in progress

Upcoming Milestones

- 9/12/17: Beginning of user testing

Milestones

Status	Week Beginning (Sunday Date)	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	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	Initialization																			
Cmplt	Project Planning and Startup	X	X	X	X	X														
Cmplt	Create Project Charter		X	X																
	Development & Testing																			
Cmplt	Obtain Workflow Documents		X	X																
On Trk	Develop Graduate Webform						X	X	X	X	X	X	X							
On Trk	Develop Undergraduate Webform						X	X	X	X	X	X	X							
On Trk	Develop Graduate OnBase Workflow						X	X	X	X	X	X	X							
On Trk	Develop Undergraduate OnBase Workflow						X	X	X	X	X	X	X							
Nt Strtd	Obtain Design Signoff													X	X					
Nt Strtd	Move to TEST															X				
Nt Strtd	User Acceptance Testing															X	X	X	X	X
	Implementation																			
Nt Strtd	Go-Live																			★

Cisco CirQLive & Spark

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

The project continues on schedule as we continue to work with both CirQLive and Cisco to resolve some security issues we have with SSO integration. We made good progress at the end of last month in regards to deciding on an SSO architecture that will fulfill any security concerns. A project plan has been drafted and will be finalized shortly.

Past Month's Key Accomplishments

- Held multiple SSO integration technical meetings with both CirQLive and Cisco
- Project Planning is continuing
- Sent security assessment tool to CirQLive to complete

Upcoming Milestones

- Finalize Security Approval and start SSO integration
- Complete formal project kick-off meeting
- Complete project Charter
- Complete project plan and timeline

- The project schedule and milestones are currently being developed and will not be finalized until after the formal project kick-off.

Winter Session Program

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

Over the past month, ITS organized and helped facilitate presentations with three different consulting firms with the ultimate goal of choosing a firm to partner with to help BGSU plan and implement winter session. Some of the business units have provided feedback on who they preferred but were unable to select a single firm. ITS will initiate an RFP process to allow each firm to bid for a piece of work to be determined. Once these are in, we will evaluate and choose a firm by Oct. 1st. We will continue to meet with the functional leads to review technical findings from the modeling environment this month.

Past Month's Key Accomplishments

- Modeling environment testing by BU Leads.
- Presentation by Huron Consulting
- Presentation by Sierra Cedar 8/10
- Presentation by Deloitte 8/15

Upcoming Milestones

- Request and review RFP's from each firm
- Continue to test in modeling environment

No schedule at this time

Agilon One Report Library

BGSU

Project Status: GREEN

Monthly Summary – September 4, 2017

This project has been established in two phases. Phase one consists of streamlining the nightly Reeher load times and establishing a dynamic Web Report Library report for use by DODs. Once tested and accepted, Phase two will consist of developing, testing and implementing Web Report Library reports for additional categories.

Past Month's Key Accomplishments

- Received Reeher files from advancement
- Created Reeher file extracts
- Collected requirements for DOD report
- Verified requirements and outputs for DOD Report

Upcoming Milestones

- Set schedules for Reeher file extracts
- Test and approve schedules for Reeher file extracts
- Develop DOD Web Report Library prototype

Project Milestones

Status	Week Beginning (Sunday Date)	20-Aug	27-Aug	3-Sep	10-Sep	17-Sep	24-Sep	1-Oct	8-Oct	15-Oct	22-Oct	29-Oct	5-Nov	12-Nov	19-Nov	26-Nov	3-Dec	10-Dec	17-Dec	24-Dec	31-Dec	7-Jan	14-Jan	21-Jan	28-Jan	4-Feb	11-Feb	18-Feb	25-Feb	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
	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
On Trk	Phase one (Reeher)	X	X	X	X	X	X	X	X	X	X	★																										
Cmplt	Receive Reeher Files	★																																				
Cmplt	Create Extract of Reeher files		★																																			
On Trk	Set Schedules		X	X	X	X	X	X																														
Nt Strtd	Test Schedules					X	X	X	X	X	X																											
Nt Strtd	Implement Schedules											★																										
On Trk	Phase one (DOD report)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	★																		
Cmplt	Collect Reoprt Requirements	X	X	★																																		
On Trk	Development					X	X	X	X	X	X	★																										
Nt Strtd	Test Report											X	X	X	X	X	X	X	X																			
Nt Strtd	Implement Report																			★																		
Nt Strtd	Phase Two (additional reports)																				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	★