

SFA Modernization Monthly Project Status Report

Month: _____ July 2000 _____

Project: _____ FMS _____ Lead: _____ Karen Holmcrans _____

Sub-Project: _____ **SFA FMS Oracle Financials** _____ Mod Ptr Lead: _____ Barry Weiss _____

SFA Lead: _____ **Paul Stonner** _____

Summary of Deliverables Produced

Deliverable	Description
Solution Demo 2 (Phase II)	Demonstration of business scenarios for Phase II, executed with configuration data and extensions scheduled for completion by May 30.
Monthly Status Report for April	Monthly report that outlines progress to-date, issues facing the team, and expected work during the next month.
Monthly Status Report for May	Monthly report that outlines progress to-date, issues facing the team, and expected work during the next month.
Monthly Status Report for June	Monthly report that outlines progress to-date, issues facing the team, and expected work during the next month.

Value Points:

- Gained momentum towards bringing project back on track making up lost ground caused by late start in April.

Work Completed this Month:

WP-4: Operations Technology Product Test Plan

- Finalized WP-4 document
- Identified and evaluated potential stress testing tools

WP-5: Operations Infrastructure Design

- Reviewed methodology for data transfer between FMS and other SFA systems (e.g., NSDLS, ED/CAPS, etc.) as well as external users (e.g., GAs via FTP/WWW)
- Described 3-tier Web Arch for Oracle Applications
- Merged contents of WP-5 into WP-8

WP-6: Development Tools and Standards

- Completed final draft

WP-7: Change Control Process

- Documented changes to application and database
- Merged CM, security, version control information into one document (WP-7)

WP-8: Operational Support Requirements (Backup Strategy)

- Held discussions with IT Operations, VDC and AC/BPM staff to identify operational support requirements and plans. Verified the approach SFA FMS is proposing is consistent with IT Operations, VDC and AC.BPM staff.
- Reviewed the Responsibility Matrix and incorporated changes

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- Met with AC/BPM manager to discuss potential BPM solutions
- Updated WP-8 to reflect changes discussed identified
- Completed an expected final draft of backup strategy document

WP-9: Capacity Planning

- Completed survey of tools for stress testing/benchmark testing
- Documented stress test tools analyses
- Recommended Astra Loadtest software from Mercury Interactive
- Prepared draft Capacity Planning document

WP-10: Technical Infrastructure Design

- Finalized architecture for GA web access and file transfer: GAs will obtain access to the ED intranet through virtual private network (VPN) software (Checkpoint Software Technologies' VPN-1). Memorandum to document this action sent on 7/27/00 to all involved parties. Request for test access to the VPN was sent to the VDC on 7/27/00.
- Finalized architecture for reviewing/printing reports: SFA FMS will integrate with BMC Control-D software via Control-D for Distributed Systems at the server and either Control-D/Web Access, Control-D/PC, or Control-D/Page-on-Demand Toolkit at the client end.
- Reviewed requirements for Oracle Discoverer software usage in Phase II and developed plan for its installation
- Revised and updated design
- Created a SFA FMS Security Request form for obtaining/changing/expiring access to SFA FMS systems

WP-11: MOU

- Prepared draft service level agreement and distributed to Tech Arch team for review
- This WP-11 SLA/MOU will to be merged with WP-8 Operational Support Requirements; WP-11 MOU should then be eliminated

WP-13: Workflow for Processes, Activities and Tasks

- Conducted FFEL user/Financial Partner Impact Analysis review
- Incorporated Fixed Assets edits based on client review.
- Followed-up on Fixed Assets Action items that resulted from the 6/29/00 FA Meeting
- Distributed Final Fixed Assets Impact Analysis

WP 16 GL Config

- Updated TC configuration in DEV1 based on B. Marks inputs
- Entered multi-currency setup in DEV1 / further testing completed
- Finalized institution code recommendations / statistical code recommendations for DEV1 entry
- Funds checking setup documentation
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WP 16 AP Config

- Tested procedure for utilizing prepayments in support of NSLDS
- Updated suppliers setup with institution codes in support of ap/gl mapping extension testing in DEV1
- Special Calendar setup in support of NSLDS extension
- Recurring Invoice testing in support of NSLDS extension

WP-22: FFEL Extensions Functional Design

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- Updated Functional Design document
- Updated Responsibility structure

WP-23 FFEL GA Extensions Technical Design

- Tested and entered seed data for Accounting Mapping Form: Monthly, Quarterly, Annual and NSLDS
- Added additional generic routines to the SFALIB_GLOBAL Package.
- Added additional logic to the AP/GL Load Package concerning GL Reversing.
- Registered concurrent programs for AP/GL Load.
- Reviewed the NSLDS Interface Package. Started testing Thursday/Friday.
- Conducted code review and briefed development team of all of the generic routines in SFALIB_GLOBAL.
- Added additional generic routines to the SFA_GLOBAL Package.
- Modified AP/GL Load Interface to include functionality calling built in AP import and GL import functions.
- Formatted database object scripts for Form 2000 related components (Monthly, Quarterly, Annual, Account Mapping, GA Maintenance).
- Reviewed and began to make minor changes to the Data File Load scripts.
- NSLDS interface Package created for loading into the NSLDS staging table.
- Tested the script for loading into NSLDS staging table.
- Created script for loading into AP open interface table.
- Completed add/update logic adjustments
- Continued development/adjustments to the account pairs query
- Setup the desktop FTP/Compile/Generate environment for Forms testing
- Completed Work on SFA GA Annual Financial Report
- Completed test SFA GA Annual Financial Report
- Setup done for demo

WP-24: Assembly Test Results

- Prepared Assembly Test Cases (GL and Security).
- Began execution of Assembly GL and Security test cases.

WP-25: Product Test Plan

- Delivered draft of Working Product 25.
- Updated test plan to reflect modifications necessary due to configuration/setup dependencies.

WP-26: Operational Readiness Test Plan

- Delivered draft of Working Product 26 .
- Updated test plan to reflect modifications necessary due to configuration/setup dependencies.

WP-30 Training Needs Analysis

- Completed initial draft of training plan.

DBA Tasks

- Completed clone of TST1 and TRN1
- Changed Apps Schema user's passwords
- Tested TST1 installation, INT1 installation and TRN1 installation
- Completed clone of INT1

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- Completed export and backup of DEV1
- Completed DEV1 instance and listeners shutdown Saturday
- While attempting to clone TRN1 instance, encountered problem starting up new instance. In order to start TRN1 instance, shutdown PREP instance. After extensive research, determined that it may be an Oracle 805/HP limitation of total of all instances SGA not being greater than 1.75 GB. Provided information to VDC to determine if OS patch is available and timeframe to apply.

Planned Work in Progress:

WP-10: Technical Design

- Update Security approach
- Document interface architecture
- Document print architecture

WP-11: MOU

- Continue drafting content
- Obtain sample MOUs and input content

WP-15: Application Environment

- Update 3/14/00 Technical Architecture document

WP-24: Assembly Test Results

- Continue gathering materials for development of assembly test cases.

WP-25: Product Test Plan

- Continue gathering materials for development of product test cases.
- Continue gathering materials for development of product test scripts/cycles.

WP-26: Operational Readiness Test Plan

- Continue gathering materials for development of operational readiness test cases.
- Continue gathering materials for development of operational readiness test scripts/cycles.

DBA Tasks:

- Test "cron" on all UNIX accounts that support SFA FMS (i.e. oratst1, applmgr, etc.)

Work Projected for next Month:

WP-8: Operational Support Requirements (Run Manual)

- Continue drafting

WP-10: Technical Infrastructure Design

- Document interface architecture
- Document report distribution architecture

WP-11: MOU

- Continue drafting content
- Obtain sample MOUs and input content

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WP-23: FFEL Extensions Technical Design

- In process of setting up executable programs within Oracle Applications for the AP/GL Load Interface
- In process of reviewing code for NSLDS interface
- In process of assisting with the Account Mapping form to finalize functionality.
- Tested Form 2000 screens
- Documented required changes
- Work on bugs fixes and on going testing of SFA GA Annual Financial Report

WP-24: Assembly Test Results

- Deliver draft of Working Product 24 to Project Manager (Barry Weiss) for review, Monday, July 10.
- Execute Assembly Tests (GL, FA, AP, AR). Note resources are not available to develop Assembly test cases. Assembly Test Cases were scheduled to be developed from 07/03 – 07/07 and executed from 07/10 – 07/14.

WP-25: Product Test Plan

- Deliver draft of Working Product 25 to Project Manager for review, Monday, July 10.

WP-26: Operational Readiness Test Plan

- Deliver draft of Working Product 26 to Project Manager for review, Monday, July 10.

WP-34: Construction Package Fixed Assets Conversion Technical Design

- Begin work on conversion scripts

DBA Tasks

- Begin Setup of Prod (likely on hpv1)
- Clone additional Oracle Applications Instances once build is complete
- Add additional users to application as needed
- Continue to perform backups and exports
- Create Patch environment by cloning Development environment and document process

Issues Summary

Issue	Proposed Solution	Priority	Owner	Creation Date	Target Resolve Date	Actual Resolve Date
Nothing to report						

Risk Summary

The following section is intended to inform management and team members about project risk areas and their potential consequences. Risks are evaluated in terms of their potential impact on meeting the target completion date (**schedule**), increasing project costs (**cost**), and/or decreasing quality of deliverables (**quality**).

Risk Description	Mitigation strategy	Severity of impact	Ability to control	Owner	Creation Date	Resolve Date
Staffing – PMO (CMM, QA), Tech	Recruit required resources. Tech team	H	M	Paul Stonner	6/30/00	7/17/00 Additional

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Support Team Lead, Business Requirements Team.	lead will continue with Project.			/Barry Weiss		staff has been added to the team and more are planned.
Production Environment needed 6/16/00. IT operations now says it will be ready 7/15/00.	Work with IT ops to expedite schedule. Analyzing impact to FMS Schedule.	H	M	Jeff Ross	5/30/00	7/24/00 Hardware delivered. Will be configured the week of 7/31/00.
Sharing machines with other applications (even if all are production applications). Will likely cause downtime or performance problems if another application experiences problems and/or requires unscheduled downtime.	Expressed this concern to IT Operations. Driven by the high cost of the machines, the agreement to accept chargebacks implies acceptance of shared machines.	M	M	CFO / IT Ops / Jeff Ross	7/14/00	7/14/00 Will specify performance requirements in the MOU.