

## SFA Modernization Monthly Project Status Report

Month: \_\_\_\_\_ June 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 1 (Phase II)	Demonstration of vanilla applications in support of high-level scenarios for each Phase II program.
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.

**Value Points:**

- Dave Murdy (VDC) commented that "if all projects worked with the VDC the way FMS did, we (VDC) wouldn't have any problems." Dave Elliott (IT Operations) concurred. (Week ending 6/17/00)

**Work Completed this Month:**

- Completed review of instance/port requirements. Verified that TNG1 can come up between 7/10 - 7/17 without critical impact on training.
- Provided VDC with information requested to enable them to setup development print queues on hpv1 for SFA FMS.
- Modified Phase II Testing Work Plan. Product testing will take place between August 14 and August 18. Any necessary modifications to extensions and/or system setup will be identified and made between August 21 and August 25. Any required re-testing will occur between August 28 and September 1. Test results will be reviewed between September 4 and September 8.
- Revised Fixed Assets Impact Analysis and met for user review.
- Revised FFEL Impact Analysis based on 6/22 internal review.
- Developed outline for communication strategy/plan and continued developing draft.
- Entered LIM, ACTIVITY, TRANSACTION\_CODES codes in DEV1 (prior to copy to TST1).
- Updated AP setup and corrected vendors / updated and republished BR document in DEV1 (prior to copy to TST1).
- Entered transactions in AP (invoices / payments) and GL (budgetary control journals) in TST1.
- Entered budgetary control setup in GL (defined budget, defined organization, entered summary template) and tested setup in TST1.
- Entered budgetary control setup in DEV1.
- Provided Statistical account proposed account assignment for review.
- Began Unit testing of the Account Mapping Form.
- Coded the initial script required for NSLDS interface process.
- Inserted asset information collected in Excel spreadsheets into Oracle table.
- Met with Financial Partners and GA rep for a walkthrough of the FDD. Outcome: Received comments back on the FDD to incorporate and finalize.

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- Updated and reviewed Fixed Assets setups.
- Completed moving all objects related to Form 2000 to the ED server, which includes creating custom tables and views, registering the custom application, registering custom forms and building functions and menu, creating custom responsibility and users.
- Completed the following work for Monthly Financial Report:
  - Modified the procedure to ensure the (GA vs. ED) security
  - Completed a procedure to perform the Reasonability checks
  - Created a procedure to disable items from the Toolbar and Form Menu under certain conditions
  - Added functionality so that the user can directly submit the report without saving it first.
- Created a schedule for the working demos (Deliverable #2) planned for the extensions and customer review. The development effort and resource allocations for the Phase II software architecture team assignments were updated to reflect the new schedule.
- Started on the AP interface table loading. Identified the various sources of data that would be needed to populate this table.
- Coded some of the common functions and procedures that could be used by various load processes (both for AP and GL).
- Completed and distributed draft of LEAPP/SLEAP functional design document.
- Completed the Functional Design Documentation for FFEL - Guaranty Agency Payments extensions (Form 2000).
- Developed Communication Calendar template.
- Met with PWC of EDCFO to discuss GAPS interface for LEAPP. It was determined that it is not feasible to cut off the feed going from GAPS to FMSS for LEAPP transactions. Also, PWC is going to provide the file layouts that are currently being used for the Pell interface with GAPS, and we will review to see if this is sufficient for our needs.
- Met with Financial Partners to clarify how transactions for FY2000 will be handled at year-end. Financial Partners have already sent out a letter instructing GA's to submit their information using Form 2000 for all reports submitted after September 10, 2000 (even if the reports are for periods of FY2000). Discussion involved the problems this presents from an accounting standpoint such as needing FY2000 budget amounts, old ACCS, etc. Decision was made to talk with Bill Marks and to possibly rescind the original instructions given the GA's.

### Planned Work in Progress:

- Prepare requirements for Nightly Backups at VDC.
- Update documents: CM, Security, Development Standards, and Backup Plan.
- Continue work on obtaining project resources.
- Define detailed contents for remaining deliverables.
- Continue drafting training plan.
- AP BR100 documentation of VDC instance: **62%** complete.
- AR BR100 documentation of VDC instance: **41%** complete.
- Coding the NSLDS interface process and test.
- Work on BR100 for Fixed Assets.

### Work Projected for next Month:

- Continue documenting process for creating TST1 from DEV1.
- Revise CM, Backup Strategy, Development Standards, and Security documents.
- Continue transaction preparation for WD2 in TST1.
- Work on set-up documentation for Fixed Assets.
- Start work on FA conversion scripts.

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- Finalize FFEL GA Payments Functional Extensions Document
- Conduct Working Demo (July 6<sup>th</sup>).

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### Issues Summary

Issue	Proposed Solution	Priority	Owner	Creation Date	Target Resolve Date	Actual Resolve Date
Who will take lead on coordinating/resolving issues with IT Operations concerning the hardware, software and support services required for FMS?	Jim Cunningham has been assigned to work with the team.	H	Marguerite Roland	05/10/00	Target - 05/19/00	6/15/00

### 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 Support Team Lead, Business Requirements Team.	Recruit required resources. Tech team lead will continue with Project.	H	M	Paul Stonner/ Barry Weiss	6/30/00	
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	