

Task	Month	Activity	End Date	Status	Ref.
Facilitate Communication With Users Group Regarding Beta Testing	Sept.	Keep users appraised of portal developments	9/20/2000	Complete	e-mail communication
Communicate With Portal/IFAP Migration/Testing and Deployment Group	Sept.	Keep GM Schools Channel Appraised of Progress	Ongoing	Ongoing	Action Items/Issues Log and Weekly Customer Service Report
Contact SFA Community Via Web For Participation in Beta Testing	Sept.	Use Assoc. Websites, And Financial Aid Listservs to Solicit Users	9/21/2000	complete	e-mail communication
Meet regularly with CIO/IPT	Sept.	Continue to meet with IPT and address issues and action items related to Pportal/IFAP delivery	Ongoing	Ongoing	CIO Report, SIR Log, and IFAP Weekly Status Reports
Meet with Content Management Group	August	Continue to address content management issues related to Interwoven Ttraining and Deployment.	Ongoing	Ongoing	CIO Reports
Support Presentations made by GM and Staff	August	Facilitate visual and text presentations made by Schools Channel Staff	Ongoing	Ongoing	Sample Presentations
Support Migration and Test	August	Confer regularly with Migration & Testing Team to address issues and action items related to VDC migration and systems testing.	Ongoing	Ongoing	CIO Reports