

## SFA Modernization Weekly Status Reports

**Week ending: April 28, 2000**

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**Technical Architecture and Portals  
Schools Portal/IFAP**

Mod Ptr Lead: Dave Gordon/Maria Vevon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant

Work Planned for This Week:

- Receive and review Schools Portals requirements from Schools Channel
- Develop revised workplan for Portal/IFAP based on changes to requirements and extension of work to 9/30
- Finalize task order for Schools Portal/IFAP work through September 30, 2000
- Finalize configuration and technical specifications of hw/sw for Portal and IFAP development environment
- Investigate lease option for Portal and IFAP hardware. Hardware will be located for development off-site at the Exolve and Beacon locations
- Finalize requirements for IFAP based on new technical specifications (Autonomy)

Work Completed during This Week:

- Developed Revised Workplan for Portal/IFAP
- Business Requirements Drafted and Discussed
- Development Hardware/Software Inventory List Confirmed
  - Development of Communications Plan completed

Planned Work in Progress:

- Finalization of Task order revisions based on extension to work and business requirements
- Continuing investigation into Schools channel systems integration with Portal
- Mapping of technical requirements to the business requirements

Work Projected for Next Week:

- Submit task order for Schools Portal/IFAP
- Hardware/software orders submitted to vendors
- Finalize technical requirements

**Week ending: May 12, 2000**

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**Technical Architecture and Portals  
Schools Portal & IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant

Work Planned for This Week:

- Set-up meetings with the technical architecture team and the development teams to finalize Schools Portal and IFAP integration points for testing
- Set-up meeting to discuss the required hardware and software for the development environment

Work Completed during This Week:

- Met with development teams finalize Schools Portal and IFAP Integration points. Meeting concluded with decision being made on roles and responsibilities of development teams.

## **SFA Modernization Weekly Status Reports**

- Met with development team and technical architecture team to discuss the Schools Portal and IFAP hardware and software requirements. Meeting concluded with the development environment hardware and software requirements clearly identified and the procurement in process.

### Planned Work in Progress:

- Met with IT services and technical architecture teams to finalize location of development environment

### Work Projected for Next Week:

- Review technical requirements due from developers.
- Start initial development of Schools Portal and IFAP tasks.
- Finalize development environment issues

**SFA Modernization Weekly Status Reports**

**Issues Summary**

<b>Issue</b>	<b>Recommended Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Resolve Date</b>
<b>Schools Portal IFAP:</b> Enterprise IT Services has issue with development being done at developers' sites. Enterprise IT Services would like development to take place at the VDC instead of development sites Laurel MD and Greensboro NC.	Initial understanding was that development would be done at developers' sites due to the tight development schedule imposed on the projects. Need to proceed in this direction so that there is no impact to the development schedule.	High	ECAD	5/11/00	5/15/00

## SFA Modernization Weekly Status Reports

**Week ending: May 19, 2000**

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### **Technical Architecture and Portals Schools Portal & IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Paul Hill, Jr.

#### Work Planned for This Week:

- Work with IT Services and Mod Partner resources to resolve issues with development environment.
- Set-up meeting with the technical architecture team and the development teams to finalize lines of communication for Schools Portal and IFAP development.
- Set-up meeting to discuss open issues with system requirements with Schools channel.
- Meeting to review and approve IFAP conversion requirements with schools channel and developers.

#### Work Completed during This Week:

- Draft system requirements were completed by schools portal developers.
  - Eric Campbell joins Schools portal team as development manager.

#### Planned Work in Progress:

- Met with IT services and technical architecture teams to finalize location of development environment..
- Draft of IFAP system requirements.

#### Work Projected for Next Week:

- Resolve development environment issues.
- Start initial design of Schools Portal and IFAP tasks.
- Finalize schools portal system requirements issues.



**SFA Modernization Weekly Status Report**

**Issues Summary**

<b>Issue</b>	<b>Recommended Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Resolve Date</b>
<b>Schools Portal &amp; IFAP conversion</b> Enterprise IT Services has issue with development being done at developers' sites. Enterprise IT Services would like development to take place at the VDC instead of development sites Laurel MD and Greensboro NC.	Initial understanding was that development would be done at developers' sites due to the tight development schedule imposed on the projects. Need to proceed in this direction so that there is no impact to the development schedule.	High	ECAD	5/11/00	5/25/00

## SFA Modernization Weekly Status Report

**Week ending: June 2, 2000**

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### Schools Portal & IFAP Conversion

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein

#### Value Points

- None at this time

#### Work Planned for This Week:

- Work on getting the hardware and software in place for delivery end of May.
- Continued to work on the acquisition of hardware and location of the development effort.
- Conduct Portal requirements review / storyboard session
- Hold Bi-weekly status meeting

#### Work Completed during This Week:

- Held 2<sup>nd</sup> business requirements review session. Exolve presented storyboard presentation based on current requirements
- Continued working development issues concerning IT Services role in the acquisition of hardware and location of the development effort. Problem has been elevated to CIO management for resolution.
- Scheduled kickoff meeting with David Elliot to discuss production environment for Portals/ IFAP Met with Tech Arch / Task Order 16 to discuss preparation for Dave Elliot kickoff meeting
- Mod Partner is finalizing task order. Design and development activities continue as scheduled. Rolled out Collaborative Work Space for IFAP/Portals IPT (Jointplanning.com)
  - Participated in Interwoven on-line demonstration
  - Submitted draft version of IFAP Requirements Document and held walkthrough with School Channel
  - Held high-level design meetings on extraction procedures (IFAP)

#### Planned Work in Progress:

- Exolve updating requirements based on outcome of 2<sup>nd</sup> Requirements Review session
- Hardware & Software should be delivered by 5<sup>th</sup> of June

#### Work Projected for Next Week:

- Continue to work development issues with CIO Management.
- Hold Content management discussion with IFAP, Portals, and Intranet IPT teams
- Participate in 2<sup>nd</sup> Integrated Tech Arch Design Session
- Hold Portal/IFAP Kickoff meeting with Dave Elliot

**SFA Modernization Weekly Status 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**).

<b>Risk Description</b>	<b>Impact</b>	<b>Mitigation strategy</b>	<b>Severity of impact</b>	<b>Ability to Control</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>
<b>Schools Portals:</b> Hardware must be available and delivered by end of May, if not, project timelines may slip.	Without receipt of hardware project schedules dates will not be met	Working with vendors and BIP team to acquire hardware.	High	Low	Tyson Bondurant	5/24/00	6/2/00
<b>Schools Portals:</b> IT Services requires that all development be performed via the VDC. Original plan included development at the developer locations in Greensboro, NC and Laurel, MD. The delays in getting the development effort started will cause potential schedule slips.	Delays will impact schedule dates and deliverables will not be met.	Must work with IT Services to develop plan for movement to the VDC once development is completed.	Medium	Low	Tyson Bondurant	5/19/00	7/1/00

## SFA Modernization Weekly Status Report

**Week ending: June 9, 2000**

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### Schools Portal & IFAP Conversion

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein

#### Value Points

- Coordinated Touch Point with schools channel representatives to walk through initial graphic design of School Portal. Gathered early customer feedback to better ensure overall buy in of the final product

#### Work Planned for This Week:

- Continue to resolve development issues with CIO management.
- Hold content management discussion and coordination effort with Schools Portal and Intranet IPTs.
- Participate in the follow up Integrated Technical Architecture Design session.
- Hold Schools Portal/IFAP IPT kickoff meeting with Dave Elliott

#### Work Completed during This Week:

- Participated in the content management discussion with the Schools Portal and Intranet IPTs.
- Participated in the follow up Integrated Technical Architecture Design session.
- Held the Schools Portal/IFAP IPT kickoff meeting with Dave Elliott.
- Maintained and distributed IFAP Issues Log.
- Participated in initial Schools Portal, IFAP, Intranet, and Content Management migration planning session.
- Conducted weekly IFAP status meeting.
- Attended online Interwoven demonstration.
- Attended Autonomy training class.
- Received development hardware at Exolve and Beacon sites.
- Received a portion of the development software, including: Autonomy, Viador and Interwoven

#### Planned Work in Progress:

- Beacon to continue development of design document.
- Exolve to continue development of technical design document
- Exolve preparing Portal demo for Users

#### Work Projected for Next Week:

- Continue to work development issues with CIO Management.
- Receive remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; IBM Web Sphere Studio for NT; Oracle 8i for Solaris.
- Submit final version of IFAP Conversion requirements document to customer and obtain signoff.
- Maintain and distribute IFAP and Portals Issue Logs.
- Conduct weekly IFAP status meeting.
- Attend weekly Technical Architecture status meeting.
- Attend bi-weekly Schools Portal status meeting
- Conduct School Portal demonstration to obtain input from Schools Channel

## SFA Modernization Weekly Status 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	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Resolve Date
Schools, Portal, & IFAP: Hardware has just been delivered to client. Originally expected to be receive May 15 <sup>th</sup> . This may have an effect on the development team's project plan.	The delay in receipt of hardware will impact the schedule dates (affects total of 14 developers).	Need to work with Beacon and Exolve to determine affect of late receipt of hardware on project plan and adjust the project plan, if necessary.	High	Low	Tyson Bondurant	6/7/00	6/16/00
Schools, Portal, & IFAP: Only a portion of the development software has been received (Viador, Interwoven and Autonomy). Development cannot begin without entire suite of software requested (Oracle 8i, Interwoven, etc).	Without complete software package, resources are not able to continue development which impacts schedule dates and the ability to produce key deliverables (affects total of 14 developers).	Need to obtain software ASAP and assess impact to schedule upon receipt.	High	Low	Tyson Bondurant	6/7/00	TBD

**SFA Modernization Weekly Status Report**

**Issues Summary**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>
Schools Portal & IFAP: Migration plan needs to be integrated across all current MOD efforts	Quality & Schedule - Can not create migration plan without input from Tech Arch and other teams	Meeting with Tech Arch team to develop integrated migration plan	High	Eric Campbell	6/9/00	6/30/00
Schools Portal & IFAP: VDC does not support Oracle 8 in SUN environment	Quality	Production environment will use HP/Oracle solution. Will migrate from SUN/Oracle environment of development. Tech Architecture team to verify no environment conflicts.	High	Tony Meigides	6/9/00	6/21/00

## SFA Modernization Weekly Status Report

**Week ending: June 16, 2000**

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### Schools Portal & IFAP Conversion

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein  
Project Managers: Mark Raulin,  
Eric Campbell

#### Value Points

- Conducted demo of In-progress School Portal for approximately 30 schools. This allowed the development team to receive early feedback from customers. The schools commented on their satisfaction with the overall design of the portal. They also expressed their appreciation for being included so early in the process

#### Work Planned for This Week:

- Continue to work development issues with CIO Management.
- Receive remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; IBM Web Sphere Studio for NT; Oracle 8i for Solaris.
- Submit final version of IFAP Conversion requirements document to customer and obtain signoff.
- Maintain and distribute IFAP and Schools Issues Logs.
- Conduct weekly IFAP status meeting.
- Attend weekly Technical Architecture status meeting.
- Conduct School Portal demonstration to obtain input from Schools Channel

#### Work Completed during This Week:

- Participated in the content management discussion with the Schools Portal and Intranet IPTs.
- Submitted IFAP Requirements document – final version to Schools Channel for review/comment.
- Received School Portal Application Architecture and Detailed Design document; sent to Schools Channel for review/comment.
- Conducted IFAP Requirements document – final version review session with Schools Channel representatives.
- Received final shipment of all outstanding hardware components and configured the IFAP server.
- Partitioned the IFAP server and loaded the Interwoven content management application.
- Participated in the weekly Content Management status meeting in order to ensure coordination with the IFAP effort.
- Participated in the Schools Portal screen design session and review session with Schools customer representatives.
- Assisted in the development of the Schools Portal presentation for the Third Party Software Vendors Conference.
- Received Oracle 8i software.
- Met with Exolve graphics designer and Schools Channel representatives to finalize "look and feel" of School Portal

#### Planned Work in Progress:

- Beacon to continue development of design document.
- Exolve continuing with configuration of Development machines

## **SFA Modernization Weekly Status Report**

### Work Projected for Next Week:

- Continue to work development issues with CIO Management.
- Receive remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; and IBM Web Sphere Studio for NT.
- Submit final version of IFAP Conversion Requirements document to Schools Channel for signoff.
- Resolve any and all outstanding issues surrounding the use of Oracle 8i for development of the IFAP application.
- Preview new IFAP screen shots to School Channel representatives for comment.
- Continue to work design issues on School Portal for a second presentation to the Schools during the week of June 26.
- Attend IT Services demonstration of Control SA for single sign on.
- Prepare IFAP and School Portal development team for CIO management meeting to discuss project status.
- Prepare for the first formal IPT review by management, to include IFAP and School Portal requirements and preliminary design

**SFA Modernization Weekly Status Report**

**Issues Summary**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>
Schools Portal IFAP Conversion: Still have not received the IBM portion of the required software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; and IBM Web Sphere Studio for NT. Was expected May 15. Could cause delay in development schedule. Beacon will be reassessing the situation once the software has been received.	Without the proper software a delay in development schedule could result.	Need to have IBM ship the software.	High	Tyson Bondurant	6/16/00	6/23/00
Schools Portal IFAP Conversion: Discussions have continued over whether to use Oracle 8i or Oracle 8.0.5 for IFAP. Developer has planned to use 8i and has started design and development based on the capabilities of 8i. Changing to 8.0.5 now will require a	Without determination of software schedule dates will have to change.	Use Oracle 8i as originally planned and allow developer to continue to do what they were asked to do. Let Tech Arch work any issues out with the VDC. This will allow the developer to meet the planned schedule.	High	Tyson Bondurant	6/16/00	6/23/00

**SFA Modernization Weekly Status Report**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>
change in the project plan (increased time required to complete) and will remove some planned functionality (i.e., backup of IFAP Interwoven database).						

## SFA Modernization Weekly Status Report

**Week ending: June 23, 2000**

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### Schools Portal

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein  
Project Managers: Eric Campbell

#### Work Planned for This Week:

- Receive remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; and IBM Web Sphere Studio for NT.
- Resolve any and all outstanding issues surrounding the use of Oracle 8i or Oracle 8.05 for development of the School Portal application.
- Continue to work design issues on School Portal for a second presentation to the Schools during the week of June 26.
- Attend IT Services demonstration of Control SA for single sign on.
- Prepare for the first formal IPT review by management, to include IFAP and School Portal requirements and preliminary design.
- Attend weekly Technical Architecture status meeting

#### Work Completed during This Week:

- Received remainder of SW needed for development environment configuration
- Made decision to use database inherent to Viador instead of Oracle to mitigate schedule risk caused by delay in obtaining Oracle 8.05
- Re-costed work based on increased clarity of requirements and scope of work achieved over last 2.5 months; submitted new TO and proposal.
- Conducted next iteration of interface design and user requirements incorporating feedback from 6/15 user design session; developed solution design for redefined news and events functionality
- Began integrated user interface design coordination with Beacon
- Participated in Content Management status meeting; Scheduled session for next week to discuss Content Management technical issues.
- Attended IT Services demonstration of Control SA for single sign on

#### Planned Work in Progress:

- Continuing with configuration of Development machines
- Maintenance and management of School Portal Issues Log
- Second presentation to Schools June 26<sup>th</sup>
- Management status review June 27<sup>th</sup>

#### Work Projected for Next Week:

- Conduct second user design session and next iteration of interface design
- Signoff on analysis of technical requirements
- Fine tune configuration of development environment and begin development
- Receive Viador training/support to resolve open detailed design issues
- Review interface design with Schools Channel General Manager and get input for NASFAA
- Continue to develop integrated approach to interface design with Beacon and human factors resource; especially focus on search functionality/solution design

## **SFA Modernization Weekly Status Report**

### **IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein  
Project Managers: Mark Raulin

#### Work Planned for This Week:

- Continue to work development issues with CIO Management.
- Receive remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; and IBM Web Sphere Studio for NT.
- Submit final version of IFAP Conversion Requirements document to Schools Channel for signoff.
- Resolve any and all outstanding issues surrounding the use of Oracle 8i for development of the IFAP application.
- Preview new IFAP screen shots to School Channel representatives for comment.
- Conduct weekly IFAP status meeting.
- Attend weekly Technical Architecture status meeting.
- Attend bi-weekly Schools Portal status meeting

#### Work Completed during This Week:

- Received remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; and IBM Web Sphere Studio for NT.
- Met with Technical Architecture team to resolve outstanding issues related to use of Oracle for the IFAP application.
- Conducted a session with Schools Channel representatives to review and comment on initial attempt at IFAP screen design.
- Maintained and distributed IFAP Issues Log.
- Conducted weekly IFAP Status meeting.
- Submitted final version of the combined Schools Portal/IFAP project plan as a deliverable.
- Submitted final version of IFAP Requirements document to SFA as a deliverable.
- Participated in the weekly Content Management status meeting in order to ensure coordination with the IFAP effort.
- Participated in the Schools Portal screen design session and review session with Schools customer representatives

#### Planned Work in Progress:

- Beacon to continue development of design document

#### Work Projected for Next Week:

- Continue to work development issues with CIO Management.
- Complete IFAP portion of NASFAA demonstration based on script developed by SFA.
- Submit NASFAA demonstration deliverable to SFA.
- Meet with Content Management and Schools Portal teams to discuss Interwoven functional and technical issues.
- Provide project overview to SFA senior management.
- Conduct weekly IFAP status meeting.
- Attend weekly Technical Architecture status meeting.
- Attend weekly Content Management team meeting.
- Attend bi-weekly Schools Portal status meeting

**SFA Modernization Weekly Status Report**

**Issues Summary**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>
Schools Portal: Oracle 8i has been delivered. Were expecting version 8.05. There is no issue with using 8i. There is only an issue if the version will be changed back to 8.05 in the future.	Without determination of software schedule dates will have to change.	Portal will use the database that comes with the Viador application. Based on current scope, migrating to Oracle 8.05 or Oracle 8i in a future release will not be a significant endeavor. Tony Megiedes is meeting with Exolve and Viador to resolve the issue (6/29)	High	Tyson Bondurant	6/16/00	6/23/00
Schools Portal: Schools channel needs to determine source of content for Events and Headlines on the Portals page. Do all possible events currently exist in IFAP or will some need to be manually created?	Need to determine whether data can be fully exported from IFAP or if Interwoven templates need to be created	Need to work with Colleen Miller to determine answers	High	Eric Campbell	6/23/00	6/30/00

## SFA Modernization Weekly Status Report

**Week ending: June 30, 2000**

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### Schools Portal

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein  
Project Managers: Eric Campbell

#### Work Planned for This Week:

- Receive remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; and IBM Web Sphere Studio for NT.
- Resolve any and all outstanding issues surrounding the use of Oracle 8i or Oracle 8.05 for development of the School Portal application.
- Continue to work design issues on School Portal for a second presentation to the Schools during the week of June 26.
- Attend IT Services demonstration of Control SA for single sign on.
- Prepare for the first formal IPT review by management, to include IFAP and School Portal requirements and preliminary design.
- Attend weekly Technical Architecture status meeting

#### Work Completed during This Week:

- Received remainder of SW needed for development environment configuration
- Made decision to use database inherent to Viador instead of Oracle to mitigate schedule risk caused by delay in obtaining Oracle 8.05
- Re-costed work based on increased clarity of requirements and scope of work achieved over last 2.5 months; submitted new TO and proposal.
- Conducted next iteration of interface design and user requirements incorporating feedback from 6/15 user design session; developed solution design for redefined news and events functionality
- Began integrated user interface design coordination with Beacon
- Participated in Content Management status meeting; Scheduled session for next week to discuss Content Management technical issues.
- Attended IT Services demonstration of Control SA for single sign on

#### Planned Work in Progress:

- Continuing with configuration of Development machines
- Maintenance and management of School Portal Issues Log
- Second presentation to Schools June 26<sup>th</sup>
- Management status review June 27<sup>th</sup>

#### Work Projected for Next Week:

- Conduct second user design session and next iteration of interface design
- Signoff on analysis of technical requirements
- Fine tune configuration of development environment and begin development
- Receive Viador training/support to resolve open detailed design issues
- Review interface design with Schools Channel General Manager and get input for NASFAA
- Continue to develop integrated approach to interface design with Beacon and human factors resource; especially focus on search functionality/solution design

## **SFA Modernization Weekly Status Report**

### **IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein  
Project Managers: Mark Raulin

#### Work Planned for This Week:

- Continue to work development issues with CIO Management.
- Receive remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; and IBM Web Sphere Studio for NT.
- Submit final version of IFAP Conversion Requirements document to Schools Channel for signoff.
- Resolve any and all outstanding issues surrounding the use of Oracle 8i for development of the IFAP application.
- Preview new IFAP screen shots to School Channel representatives for comment.
- Conduct weekly IFAP status meeting.
- Attend weekly Technical Architecture status meeting.
- Attend bi-weekly Schools Portal status meeting

#### Work Completed during This Week:

- Received remaining portion of development software, including: IBM HTTP Server for Solaris; IBM Developer Kit; IBM Web Sphere Application Server for Solaris; IBM Visual Age for Java for NT; and IBM Web Sphere Studio for NT.
- Met with Technical Architecture team to resolve outstanding issues related to use of Oracle for the IFAP application.
- Conducted a session with Schools Channel representatives to review and comment on initial attempt at IFAP screen design.
- Maintained and distributed IFAP Issues Log.
- Conducted weekly IFAP Status meeting.
- Submitted final version of the combined Schools Portal/IFAP project plan as a deliverable.
- Submitted final version of IFAP Requirements document to SFA as a deliverable.
- Participated in the weekly Content Management status meeting in order to ensure coordination with the IFAP effort.
- Participated in the Schools Portal screen design session and review session with Schools customer representatives

#### Planned Work in Progress:

- Beacon to continue development of design document

#### Work Projected for Next Week:

- Continue to work development issues with CIO Management.
- Complete IFAP portion of NASFAA demonstration based on script developed by SFA.
- Submit NASFAA demonstration deliverable to SFA.
- Meet with Content Management and Schools Portal teams to discuss Interwoven functional and technical issues.
- Provide project overview to SFA senior management.
- Conduct weekly IFAP status meeting.
- Attend weekly Technical Architecture status meeting.
- Attend weekly Content Management team meeting.
- Attend bi-weekly Schools Portal status meeting

**SFA Modernization Weekly Status Report**

**Issues Summary**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>
Schools Portal: Oracle 8i has been delivered. Were expecting version 8.05. There is no issue with using 8i. There is only an issue if the version will be changed back to 8.05 in the future.	Without determination of software schedule dates will have to change.	Portal will use the database that comes with the Viador application. Based on current scope, migrating to Oracle 8.05 or Oracle 8i in a future release will not be a significant endeavor. Tony Megiedes is meeting with Exolve and Viador to resolve the issue (6/29)	High	Tyson Bondurant	6/16/00	6/23/00
Schools Portal: Schools channel needs to determine source of content for Events and Headlines on the Portals page. Do all possible events currently exist in IFAP or will some need to be manually created?	Need to determine whether data can be fully exported from IFAP or if Interwoven templates need to be created.	Need to work with Colleen Miller to determine answers.	High	Eric Campbell	6/23/00	6/30/00

## SFA Modernization Weekly Status Report

**Week ending: July 7, 2000**

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### Schools Portal

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein  
Project Managers: Eric Campbell

#### Value Points:

- Assisted in development of storyboard and presentation for NASFAA conference thus enabling SFA Schools Channel and CIO to effectively communicate status and expectation to the school community

#### Work Planned for This Week:

- Signoff on analysis of technical requirements
- Fine tune configuration of development environment and begin development
- Continue development of Content Management Business Requirements
- Prepare for NASFAA presentations and storyboard

#### Work Completed during This Week:

- Obtained original Oracle Installation disks after encountering problems with installations from copied disks
- Reviewed Portal design and functionality; presented modifications to Design Team
- Completed draft of Portal Storyboard for Kay Jack's presentation at NASFAA.
- Finalized content and flow of Kay's 7/9 NASFAA speech.
- Provided input to design team regarding date sensitive links in Portal
- Finalized plans for Portal Users Group session to be held 7/9.
- Reviewed modified Portal mock up for presentation and finalized storyboard

#### Planned Work in Progress:

- Review and update Technical Requirements
- Finalize installation of development environment
- Development of Content Management Business Requirements

#### Work Projected for Next Week:

- Signoff on analysis of technical requirements
- Fine tune configuration of development environment and begin development
- Continue development of Content Management Business Requirements
- Conduct IPR with David Elliot and IT Services group

### IFAP Conversion

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Paul Hill  
Project Managers: Mark Raulin

#### Work Planned for This Week:

- Continue to work development issues with CIO Management.
- Complete IFAP portion of NASFAA demonstration based on script developed by SFA.
- Submit NASFAA demonstration deliverable to SFA.
- Meet with Content Management and Schools Portal teams to develop functional requirements

## **SFA Modernization Weekly Status Report**

### Work Completed during This Week:

- Submitted final version of IFAP portion of NASFAA conference storyboard to Exolve for inclusion in the overall demonstration package.
- Continued to work development issues with CIO Management.
- Met with Content Management and Schools Portal teams to develop functional requirements

### Planned Work in Progress:

- Beacon to continue development of design document

### Work Projected for Next Week:

- Continue to work development issues with CIO Management
- Submit NASFAA demonstration deliverable to SFA
- Meet with Content Management and Schools Portal teams to develop functional requirements

## SFA Modernization Weekly Status 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	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Date
Schools Portals: May possibly encounter more problems installing development environment	Development timeframe becomes significantly shorter	Monitor progress daily and solicit help from Task Order 16 and IFAP development resources if necessary	High	Medium	Bart Van Dissel	7/7/00	7/11/00

### Issues Summary

Issue	Impact	Proposed Solution	Severity	Owner	Creation Date	Target Resolve Date
Schools Portal: Need to determine source of content for Events and Headlines. Do all possible events currently exist in IFAP or will some need to be manually created	Need to determine whether data can be fully exported from IFAP or if Interwoven templates need to be created	Some of the content will come from IFAP database but Schools Channel group will probably have to enter most of it manually.	High	Colleen Miller	6/23/00	7/7/00

## SFA Modernization Weekly Status Report

**Week ending: July 14, 2000**

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### **Schools Portal**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Helene Epstein  
Project Managers: Eric Campbell

#### Work Planned for This Week:

- Continue to work development issues with CIO Management
- Meet with Content Management and Schools Portal teams to develop functional requirements

#### Work Completed during This Week:

- Continued to work development issues with CIO Management
- Participated in monthly IPR to provide an updated status of the IFAP conversion effort
- Participated in the migration/testing/deployment kickoff meeting designed to coordinate the efforts of the Schools Portal, IFAP, Content Management, and Intranet R2 teams
- Met with Content Management and Schools Portal teams to discuss and refine functional requirements
- Successfully installed and configured the Interwoven software at the offsite development site
- Completed and received approval of an inventory of all current IFAP documents to be converted to Oracle 8i
- Completed installation of frame relay line and router at offsite development site

#### Planned Work in Progress:

- Beacon to continue work on the development of the IFAP site

#### Work Projected for Next Week:

- Continue to work development issues with CIO Management
- Continue to work with migration/testing/deployment team to determine development and testing environment
- Submit completed security forms for access to the VDC

### **IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Paul Hill  
Project Managers: Mark Raulin

#### Work Planned for This Week:

- Continue to work development issues with CIO Management
- Meet with Content Management and Schools Portal teams to develop functional requirements

#### Work Completed during This Week:

- Continued to work development issues with CIO Management
- Participated in monthly IPR to provide an undated status of the IFAP conversion effort
- Participated in the migration/testing/deployment kickoff meeting designed to coordinate the efforts of the Schools Portal, IFAP, Content Management, and Intranet R2 teams
- Met with Content Management and Schools Portal teams to discuss and refine functional requirements
- Successfully installed and configured the Interwoven software at the offsite development site

## **SFA Modernization Weekly Status Report**

- Completed and received approval of an inventory of all current IFAP documents to be converted to Oracle 8i
- Completed installation of frame relay line and router at offsite development site

### Planned Work in Progress:

- Beacon to continue work on the development of the IFAP site

### Work Projected for Next Week:

- Continue to work development issues with CIO Management
- Continue to work with migration/testing/deployment team to determine development and testing environment
- Submit completed security forms for access to the VDC

**Week ending: July 21, 2000**

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### **Schools Portal & IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Paul Hill  
Project Managers: Mark Raulin

### Value Points

- Project plan covering migration, configuration management, testing, and deployment of the Schools Portal, IFAP, Content Management, and Intranet R2 projects

### Work Planned for This Week:

- Continue to work development issues with CIO Management.
- Continue to work with migration/testing/deployment team to determine development and testing environment.
- Submit completed security forms for access to the VDC

### Work Completed during This Week:

- Continued to work development issues with CIO Management.
- Determined physical and logical configuration of the development environment at the VDC.
- Developed approach for converting from development of IFAP at the remote site to the VDC.
- Setup project team to handle the migration, configuration management, testing and deployment effort with respect to the Schools Portal, IFAP, Content Management and Intranet R2 efforts.
- Developed initial version of consolidated project plan covering the migration, configuration management, testing and deployment effort for the Schools Portal, IFAP, Content Management and Intranet R2 efforts.
- Submitted developer security forms for access to the VDC

### Planned Work in Progress:

- Beacon to continue remote development of the IFAP site

### Work Projected for Next Week:

- Continue to work development issues with CIO Management.
- Continue remote development of the IFAP site.

## **SFA Modernization Weekly Status Report**

- Begin development of migration, configuration management, testing, and deployment plans for the Schools Portal, IFAP, Content Management, and Intranet R2 efforts

## SFA Modernization Weekly Status Report

### Risks and Issues Summary

The following section is intended to inform management and team members about project risk and issue 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/Issue Description	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Resolve Date
Schools Portal and IFAP Conversion: Aggressive hardware delivery schedule.	This is impacting the production schedule dates.	It has not been identified.	High	Medium	Eric Campbell	7/20/00	tbd
Schools and IFAP Conversion: Need to determine where the development effort ends and the operations effort begins for Schools Portal and IFAP.	The project team is being asked to provide the VDC with information related to operations.	Develop operations support Task Order for applications.	High		Mark Raulin	7/20/00	
Schools and IFAP Conversion: Immediate need for testing team resources. One of two slots have been filled.	The project plan calls for two resources to begin analysis of requirements and development of test plans starting next week. Delays will affect the delivery date of the production software.	Resources be acquired and assigned to the project starting next week from whatever sources that are available.	High		Bondurant	7/20/00	
Schools and IFAP Conversion: Immediate need for migration team resource.	The project plan calls for one resource to begin analysis of	Resource should be acquired and assigned to the project starting	H		Bondurant	7/20/00	

**SFA Modernization Weekly Status Report**

<b>Risk/Issue Description</b>	<b>Impact</b>	<b>Mitigation strategy</b>	<b>Severity of impact</b>	<b>Ability to Control</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>
	requirements and development of migration plans starting next week. Delays will affect the delivery date of the production software.	next week from whatever sources that are available.					

## SFA Modernization Weekly Status Report

**Week ending: July 28, 2000**

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### **Schools Portal**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Sandi Foy-McCabe  
Project Managers: Eric Campbell

#### Work Planned for This Week:

- Complete Update of Technical Requirements
- Continue with development of School Portal
- Continue development of Content Management Business Requirements
- Complete Responsibility Matrix and other required IT Services documentation
- Complete Developers Security Forms

#### Work Completed during This Week:

- Completed Roles & Responsibility document and delivered to IT Services and CSC
- Completed 1<sup>st</sup> Draft of Interwoven Template Design
- Obtained Security Clearance for Development Team
- Updated Technical Requirements based on current design
- Rolled on new Resource to support testing for School Portals

#### Planned Work in Progress:

- Development of School Portal in progress (approximately 70% complete)

#### Work Projected for Next Week:

- Continue with development of School Portal
- Confirm resources to develop Interwoven Templates
- Conduct site visit of development environment
- Complete remaining IT Services documentation

### **IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Sandi Foy-McCabe  
Project Managers: Mark Raulin

#### Work Planned for This Week:

- Continue to work development issues with CIO Management
- Continue remote development of the IFAP site
- Begin development of migration, configuration management, testing, and deployment plans for the Schools Portal, IFAP, Content Management, and Intranet R2 efforts

#### Work Completed during This Week:

- Continue to work development issues with CIO Management
- Developed initial draft of Integration Test Plan detailing the effort involved to test the integration of the Schools Portal, IFAP, Interwoven, and Intranet Release 2 effort
- Developed initial list of test conditions associated with the integration test effort

#### Planned Work in Progress:

- Beacon to continue remote development of the IFAP site

## **SFA Modernization Weekly Status Report**

### Work Projected for Next Week:

- Continue to work development issues with CIO Management
- Continue remote development of the IFAP site
- Continue development of migration, configuration management, testing, and deployment plans for the Schools Portal, IFAP, Content Management, and Intranet R2 efforts
- Site visit to Beacon Technology's remote development location to review development progress

## SFA Modernization Weekly Status 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	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Date
Schools Portal: Aggressive hardware delivery schedule.	This risk impact the production schedule dates.	Working directly with CSC to expedite delivery and configuration.	High	Low	E. Campbell	7/25/00	8/15/00

### Issues Summary

Issue	Impact	Proposed Solution	Severity	Owner	Creation Date	Target Resolve Date
IFAP Conversion: Immediate need for migration team resource (1).	The project plan calls for one resource to begin analysis of requirements and development of migration plans starting next week. Delays will affect the delivery date of the production software.	Resource should be acquired and assigned to work with Michelle Thomas.	High	Bondurant	7/20/00	ASAP
IFAP Conversion: Need to determine extent of integration testing with linked web sites.	Will affect development of the integration test plan and will significantly increase the testing effort. Will require the involvement of experts for those	Limit the scope of the integration test effort to only test going into the linked web site from the schools portal and returning to the schools portal from the linked web site.	High	Raulin	7/28/00	ASAP

**SFA Modernization Weekly Status Report**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>
	linked web sites to develop the test scripts and expected results.					
IFAP Conversion: Immediate need for testing team resources (1).	The project plan calls for one resource to begin analysis of requirements and development of test plans starting next week. Delays will affect the delivery date of the production software.	Resumes for resources have been supplied. Need to determine proper resource.	High	Bondurant	7/20/00	ASAP

## SFA Modernization Weekly Status Report

**Week ending: August 4, 2000**

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### Schools Portal

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Sandi Foy-McCabe  
Project Managers: Eric Campbell

#### Work Completed during This Week:

- Conducted site visit of development site
- Worked with Migration team and developers to capture technical requirements of VDC environment
- Confirmed configuration of Autonomy to support both IFAP and Schools Portal
- Secured team to continue planning operations for School Portal

#### Planned Work in Progress:

- Development of School Portal in progress (approximately 95% complete)
- Finalizing requirements for Interwoven template design
- Obtaining cost estimate from Beacon for design of Interwoven templates

#### Work Projected for Next Week:

- Complete development of School Portal
- Begin System of School Portal in Development environment
- Confirm resources to develop Interwoven Templates
- Review IT Services documentation with Operations Planning team

### IFAP Conversion

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Sandi Foy-McCabe  
Project Managers: Mark Raulin

#### Work Completed during This Week:

- Continue to work development issues with CIO Management.
- Continue remote development of the IFAP site.
- Continue development of migration, configuration management, testing, and deployment plans for the Schools Portal, IFAP, Content Management, and Intranet R2 efforts.
- Began development of testing conditions for the component and integration test efforts.
- Site visit to Beacon Technology's remote development location to review development progress.
- Conducted migration strategy development session with Exolve and Edge Technologies for the Schools Portal effort.
- Site visit to Edge Technology's remote development location to review development progress.
- Obtained migration resource and testing resource

#### Planned Work in Progress:

- Beacon to continue remote development of the IFAP site

#### Work Projected for Next Week:

- Continue to work development issues with CIO Management.
- Continue remote development of the IFAP site.
- Continue development of migration, configuration management, testing, and deployment plans for the Schools Portal, IFAP, Content Management, and Intranet R2 efforts.

## **SFA Modernization Weekly Status Report**

- Site visit to Beacon Technology's remote development location to develop migration strategy

## SFA Modernization Weekly Status 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	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Date
Schools Portal: Application deployment dependant on hardware delivery by the CSC.	This risk impacts the production schedule dates	None identified at this time	High	Low	E. Campbell	7/25/00	TBD

### Issues Summary

Issue	Impact	Proposed Solution	Severity	Owner	Creation Date	Target Resolve Date
IFAP Conversion: Immediate need for testing team resource (1)	The project plan calls for a resource to begin analysis of requirements and development of test plans for Schools Portal starting two weeks. Delays will affect the delivery date of the production software.	Resumes for resources have been supplied. Need to determine the proper resource.	High	Bondurant	7/20/00	ASAP



## SFA Modernization Weekly Status Report

**Week ending: August 11, 2000**

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### Schools Portal

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Sandi Foy-McCabe  
Project Managers: Eric Campbell

#### Work Planned for This Week:

- Complete development of School Portal
- Begin System Test of School Portal in Development environment
- Confirm resources to develop Interwoven Templates
- Review IT Services documentation with Operations Planning team

#### Work Completed during This Week:

- Achieved code freeze and delivered code on 8/7
- Finished final iterations of "component" test scripts and began first round of component/system test
- Received cost estimate from Beacon for developing Interwoven Templates
- Delivered VDC documents to Operations Planning team
- Finalized business process work flows for Interwoven configuration

#### Planned Work in Progress:

- Setup of Development/Testing environment in progress
- Working with Migration/Testing team to define scope and processes for System Test effort

#### Work Projected for Next Week:

- Conduct 2<sup>nd</sup> round of Component test at remote location
- Continue support Migration/Testing team to define scope and processes for System Test/Migration effort
- Begin development of Interwoven templates

### IFAP Conversion

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Sandi Foy-McCabe  
Project Managers: Mark Raulin

#### Work Planned for This Week:

- Continue to work development issues with CIO Management.
- Continue remote development of the IFAP site.
- Continue development of migration, configuration management, testing, and deployment plans for the Schools Portal, IFAP, Content Management, and Intranet R2 efforts.
- Site visit to Beacon Technology's remote development location to develop migration strategy.

#### Work Completed during This Week:

- Continued to work development issues with CIO Management.
- Continued remote development of the IFAP site.
- Continue development of migration, configuration management, testing, and deployment plans for the Schools Portal, IFAP, and Content Management
- Site visit to Beacon Technology's remote development location to develop migration strategy.
- Delivered draft version of Schools Portal component test plan for review.

## **SFA Modernization Weekly Status Report**

- Delivered draft version of IFAP component test plan for review.
- Delivered draft version of Schools Portal/IFAP/Interwoven integration test plan for review.
- Delivered draft version of Schools Portal/IFAP/Interwoven migration plan for review.

### Planned Work in Progress:

- Beacon to continue remote development of the IFAP site.
- Continue development of Schools Portal/IFAP/Interwoven configuration management plan

### Work Projected for Next Week:

- Continue to work development issues with CIO Management.
- Continue remote development of the IFAP site.
- Continue to develop Schools Portal component test plan.
- Continue to develop IFAP component test plan.
- Continue to develop Schools Portal/IFAP/Interwoven integration test plan.
- Continue to develop Schools Portal/IFAP/Interwoven migration plan.
- Deliver draft version of Schools Portal/IFAP/Interwoven configuration management plan.

## SFA Modernization Weekly Status 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	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Resolve Date	Actual Resolve Date
Production Server delivery dates will be estimated 3 weeks behind schedule.	This is impacting School Portal, IFAP, Intranet, DW schedule dates.	This issues is being escalated to SFA CIO Management.	High	Low	David Gordon	8/14/00	9/15/00	
IFAP Conversion: Data Deploy product will not be able to push IFAP data to the Oracle 8i databases as planned.	Will not be able to push new content to the IFAP and Schools Portal applications. Will not be able to modify existing IFAP and Schools Portal content.	Have Content Management team and Interwoven technical resources visit Beacon site to help remedy the situation. If it cannot be resolved, Beacon will be forced to develop their own Data Deploy application. This will be difficult and time consuming.	Critical	None	Raulin	8/11/00	ASAP	
IFAP Conversion: Development/testing environment (configured with a developers development	Will negatively affect the migration, testing, and deployment schedule and push back the	Complete the setup and configuration of the environment asap and communicate	Critical	None	Raulin	8/11/00	ASAP	

**SFA Modernization Weekly Status Report**

<b>Risk Description</b>	<b>Impact</b>	<b>Mitigation strategy</b>	<b>Severity of impact</b>	<b>Ability to Control</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
instance, a component testing instance, and a system testing instance) will not be available for migration according to the schedule.	deployment.	that configuration to the migration, configuration management, testing, and deployment team.						
IFAP Conversion: Interwoven application will not be installed and configured according to schedule.	Will not allow testing team to fully conduct its integration testing effort. Will still be able to test integration between IFAP and Schools Portal, but the major integration involves Interwoven.	None – must have Interwoven application available according to the schedule.	Critical	None	Raulin	8/11/00	ASAP	
Schools Portal Interwoven Templates; creator for the templates has not been resolved	Testing and integration ability may be compromised	Determine who will be responsible for developing the templates ASAP	High		Eric Campbell	8/11/00	ASAP	
Schools Portal VDC Accessibility is needed for the team	Cannot configure Interwoven	Wait for obtainal of VDC access; AC resources working to expedite	High		Josh Stauffer	8/11/00	ASAP	
Schools Portal Unix ID's for Interwoven Server	Cannot access Interwoven Server located @ the VDC	Obtain UNIX IDs for the Interwoven	High		Josh Stauffer	8/11/00	ASAP	

**SFA Modernization Weekly Status Report**

<b>Risk Description</b>	<b>Impact</b>	<b>Mitigation strategy</b>	<b>Severity of impact</b>	<b>Ability to Control</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
are needed		Server; reported to be created after VDC access is granted						

**SFA Modernization Weekly Status Report**

**Issues Summary**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
IFAP Conversion: Having problems getting Autonomy to provide search results separating current documents from archive documents.	User will see both sets of documents when running a search.	Discussed this with Colleen Miller and she's aware of the situation. For initial release we will allow both sets of results to show on the same search. Beacon looking into fixing this prior to release by possibly using Posted Date.	Medium	Raulin	8/11/00	ASAP	
IFAP Conversion: Interwoven TeamSite Templating doesn't recognize rich text formatting when it generates the HTML code for pages.	Formatting is lost on the IFAP documents that are not attachments.	Interwoven's next release is supposed to fix that situation. In the meantime, Beacon is investigating a workaround using Dreamweaver or Netscape which will allow the user to edit the document and not lose the HTML code. The workaround will add additional steps to the workload of Colleen Miller's group, but she is ok with it. We need to work with Beacon to test the workaround and to provide training to	High	Raulin	8/11/00	ASAP	

**SFA Modernization Weekly Status Report**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Dare</b>	<b>Actual Resolve Date</b>
		Colleen's group when we do the Interwoven training. Have informed Mike Logsdon of the need for this training.					
IFAP Conversion: Interwoven's Data Deploy product isn't posting the IFAP data to the Oracle database as needed and expected by Beacon.	No new content will be able to be posted to the IFAP or Schools Portal sites.	Matt Anderson and Claude Boyks need to get in touch with Beacon's development team and provide them with face to face access to the Interwoven resources (Jim Cuddy and Tom Richardson) asap. This needs to be resolved immediately.	High	Raulin	8/11/00	ASAP	
IFAP Conversion: Need to coordinate the Interwoven configuration efforts between the Content Management team and the Beacon IFAP team.	Beacon needs to have Interwoven configured to handle the IFAP requirements that might involve adjustments to Data Deploy. In addition, the Content Management team needs to incorporate Beacon's templates into their setup. There are also testing environment issues that need to be discussed.	Matt Anderson and Claude Boyks need to get in touch with Beacon's development team and discuss and resolve these issues asap.	High	Raulin	8/11/00	ASAP	
IFAP Conversion: Need to ensure that the development	Without these environments setup, configured and able to	Tech Arch needs to provide assurances that these environments	High	Raulin	8/11/00	ASAP	

**SFA Modernization Weekly Status Report**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
environments (which include the developer's development instance, component testing instance, and the system testing instance) are available by 8/21/00 to begin migration and testing. Connectivity to these instances is required also either via frame relay and/or VPN.	be connected to by the migration date, the deployment schedules of Schools Portal and IFAP will slip.  In addition, the migration, configuration management, testing and deployment plans are all based on this environment setup.	will be ready on time so that the migration, configuration management, testing and deployment teams can be prepared.					
IFAP Conversion: Having difficulty with the IBM Websphere product (JSP and HTML includes are not working) and need to get support that can help with Solaris.	Beacon will have to copy additional code throughout the application where an include could be used. This will make maintenance difficult in the future.	Add Beacon development team to the support list for IBM. If the issue cannot be resolved, copy the code throughout the application.	High	Raulin	8/11/00	ASAP	
IFAP Conversion: Frame relay line to Exolve/Edge has not been installed. Router has not been installed at Exolve/Edge or Beacon.	Connectivity to the VDC for migration and development is needed. Could affect the migration, testing and deployment effort.	With the Verizon strike, it looks unlikely that the Exolve/Edge line will be installed in time for migration. Will need to provide an alternative method for them such as VPN. Have router installed at Beacon to allow them to use their frame relay line or also have them use the VPN.	High	Raulin	8/11/00	ASAP	
IFAP Conversion:	Will not be able to	Remove capacity/stress	High	Raulin	8/11/00	ASAP	

**SFA Modernization Weekly Status Report**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
Stress testing tool is not available or installed at the VDC.	stress test the IFAP and Schools Portal applications.	testing from scope of testing effort. Testing environment will not mirror the production environment (no resource load balancing in test environment) and stress testing the testing environment will provide little value. Better test would be to stress test the application in the production environment.					
Schools Portal: Frame Relay will not be set up in time due to Verizon strike. VPN is not a proven solution for SFA, so this mitigation strategy has been eliminated.	Can't configure Interwoven.	IT Services is proposing an alternate solution and is waiting for VDC access.	High	Josh Stauffer	8/11/00	8/16/00	



## SFA Modernization Weekly Status Report

**Week ending: August 18, 2000**

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### Schools Portal & IFAP Conversion

Mod Ptr Lead: Dave Gordon  
Team Lead: Tyson Bondurant  
SFA Lead: Sandi Foy-McCabe  
Project Managers: Eric Campbell

#### Work Planned for This Week:

- Begin System Test of School Portal in Development environment
- Work through remote development process and arrangements
- Provide input as requested for integration and capacity test plan and scripts
- Add final enhancements to code
- Finalize arrangements for initial migration of code for 8/22
- Make final revisions to analysis of technical requirements documents as needed
- Confirm resources to develop Interwoven Templates

#### Work Completed during This Week:

- Finalize arrangements for initial migration of code for 8/22 schedule date
- Complete first round of "component"/system test
- Began round 2 of the "component"/system test effort
- Provided component test scripts and began working with AC resource to support with input as necessary for integration test

#### Planned Work in Progress:

- Setup of Development/Testing environment in progress
- Working with Migration/Testing team to define scope and processes for System Test effort

#### Work Projected for Next Week:

- Ship code to the VDC for the initial install to take place on 8/22. Code needs to be shipped prior to beginning the testing effort in the VDC
- Conduct the 2<sup>nd</sup> round of the Component test effort at remote location in Laurel, MD
- Prepare remote debug and test environment in Laurel to enable independent operation from VDC during VDC component test timeframe
- Test connectivity to the VDC. Determine if the VDC is available, assess the state of readiness and coordinate the VDC processes in order to begin debug, test, and remote development as appropriate
- Provide input for integration and capacity test plan and scripts
- Provide support for migration and installation as needed
- Continue to support the Migration/Testing team to define scope and processes for the System Test/Migration effort
- Begin development of Interwoven templates

## SFA Modernization Weekly Status 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	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Resolve Date
Schools Portal: Production Server delivery dates will be estimated 3 weeks behind schedule.	This is impacting School Portal, IFAP, Intranet, DW schedule dates.	This issue is being escalated to SFA CIO Management.	High	Low	David Gordon	8/14/00	9/15/00

## SFA Modernization Weekly Status Report

**Week ending: August 25, 2000**

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### **CIO School Portal**

Mod Ptr Lead: Dave Gordon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant  
Project Manager: Eric Campbell

#### Work Planned for This Week:

- Complete second round of component test in remote location
- Ship code to the VDC for initial install on 8/22 and for final install on 8/25 prior to beginning testing in the VDC
- Test connectivity to the VDC
- Provide support for migration and installation as needed

#### Work Completed during This Week:

- Completed second round of component test in remote location
- Completed install of application at VDC (including creation of install guide)
- Established VPN connectivity at Aerospace building

#### Planned Work in Progress:

- Evolve working with Josh Stauffer to get VPN working from remote development location

#### Work Projected for Next Week:

- Support component testing in the VDC
- Support migration in the VDC
- Continue with minor fixes/enhancements in the VDC
- Continue developing system level documentation and update existing technical document (requirements, application architecture, test plans) as needed

### **CIO IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant  
Project Manager: Mark Raulin

#### Work Planned for This Week:

- Continue remote development of the IFAP site.
- Continue to install/test frame relay connection between Beacon's remote development site and the VDC.
- Complete setup of VPN connection.
- Complete and distribute final version of Schools Portal/IFAP/Interwoven Migration Plan.
- Complete and distribute final version of Schools Portal Component Test Plan.
- Continue development of Schools Portal/IFAP/Interwoven Integration Test Plan.
- Complete and distribute final version of IFAP Component Test Plan.
- Complete remote development/testing of IFAP application code.
- Complete migration of Schools Portal and IFAP applications to the developer's development instance on the development/testing box at the VDC.
- Continue development of Schools Portal/IFAP Configuration Management Plan.

#### Work Completed during This Week:

## **SFA Modernization Weekly Status Report**

- Completed setup of VPN connection.
- Completed and distributed final version of Schools Portal/IFAP/Interwoven Migration Plan.
- Completed and distributed final version of Schools Portal Component Test Plan.
- Completed and distributed final version of IFAP Component Test Plan.
- Completed migration of Schools Portal and IFAP applications to the developer's development instance on the development/testing box at the VDC.

### Planned Work in Progress:

- Continued remote development of the IFAP site.
- Continued to install/test frame relay connection between Beacon's remote development site and the VDC.
- Continued development of Schools Portal/IFAP/Interwoven Integration Test Plan.
- Continued development of Schools Portal/IFAP Configuration Management Plan.

### Work Projected for Next Week:

- Complete remote development/testing of IFAP application code.
- Complete development of Schools Portal/IFAP/Interwoven Integration Test Plan.
- Complete development and implementation of Schools Portal/IFAP Configuration Management Plan.
- Complete installation/testing of frame relay connection between Beacon and the VDC.
- Begin component testing of Schools Portal and IFAP applications at AC's Reston Government Solution Center (GSC).
- Begin development of Schools Portal/IFAP/Interwoven User Acceptance Test Plan.
- Begin development of Schools Portal/IFAP/Interwoven Capacity/Stress Test Plan.
- Begin development of Schools Portal/IFAP/Interwoven Beta Test Plan.

## SFA Modernization Weekly Status 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**).

Project Name/ Risk Description	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Resolve Date
Schools Portal: Production server delivery dates are 2 weeks behind schedule	Schedule dates	Rework implementation schedule based on new dates	High	Low	Dave Gordon	8/15	9/1
Operations: Tight schedule to implement operations for IFAP School Portal, Technical Architecture Infrastructure and Data Warehouse	Cost effective and timely coverage	Accelerated review with the sponsor of each application	Medium	Medium	Phil Thomas	8/29/00	9/30/00

### Issues Summary

Issue	Impact	Proposed Solution	Severity	Owner	Creation Date	Target Resolve Date	Actual Resolve Date
IFAP Conversion: Frame relay line at Beacon isn't working.	Connectivity to the VDC for support is needed. Could affect the testing and deployment efforts.	VPN solution for Exolve and the Frame Relay connection to Beacon will be tested 8/22. Work with SFA to expedite MCI service request.	Medium	Raulin	8/25/00	9/1/00	



## SFA Modernization Weekly Status Report

**Week ending: September 1, 2000**

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### **CIO School Portal**

Mod Ptr Lead: Dave Gordon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant  
Project Manager: Eric Campbell

#### Work Planned for This Week:

- Complete component test in remote location.
- Ship code to the VDC for final install to begin the testing effort.
- Test connectivity to the VDC.
- Provide support for migration and installation as needed.

#### Work Completed during This Week:

- Completed second round of component test in remote location.
- Completed migration and installation of application at VDC.
- Established VPN connectivity at the Aerospace building.

#### Planned Work in Progress:

- Evolve working to get VPN working from remote development location.

#### Work Projected for Next Week:

- Support component testing at the VDC.
- Support migration testing at the VDC.
- Continue with minor fixes/enhancements at the VDC.
- Continue developing system level documentation and updating existing technical document (requirements, application architecture, test plans) as needed.

### **CIO IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant  
Project Manager: Mark Raulin

#### Work Planned for This Week:

- Complete remote development/testing of IFAP application code.
- Complete development of School Portal/IFAP/Interwoven Integration Test Plan.
- Complete development and implementation of School Portal/IFAP Configuration Management Plan.
- Complete installation/testing of frame relay connection between Beacon and the VDC.
- Begin component testing of School Portal and IFAP applications at AC's Reston Government Solution Center (GSC).
- Begin development of School Portal/IFAP/Interwoven User Acceptance Test Plan.
- Begin development of School Portal/IFAP/Interwoven Capacity/Stress Test Plan.
- Begin development of School Portal/IFAP/Interwoven Beta Test Plan.

#### Work Completed during This Week:

- Obtained Internet access to Schools Portal and IFAP sites within Development instance.
- Reviewed Schools Portal and IFAP applications within Development instance and provided correction feedback to developers.

## **SFA Modernization Weekly Status Report**

### Planned Work in Progress:

- Continue remote development of the IFAP site.
- Continue to install/test frame relay connection between Beacon's remote development site and the VDC.
- Continue development of School Portal/IFAP/Interwoven Integration Test Plan.
- Continue development of School Portal/IFAP Configuration Management Plan.
- Continue development of School Portal/IFAP/Interwoven User Acceptance Test Plan.
- Continue development of School Portal/IFAP/Interwoven Capacity/Stress Test Plan.
- Continue development of School Portal/IFAP/Interwoven Beta Test Plan.

### Work Projected for Next Week:

- Complete remote development/testing of IFAP application code.
- Complete development of School Portal/IFAP/Interwoven Integration Test Plan.
- Complete development and implementation of School Portal/IFAP Configuration Management Plan.
- Complete installation/testing of frame relay connection between Beacon and the VDC.
- Begin component testing of School Portal and IFAP applications at AC's Reston Government Solution Center (GSC).
- Continue development of School Portal/IFAP/Interwoven User Acceptance Test Plan.
- Continue development of School Portal/IFAP/Interwoven Capacity/Stress Test Plan.
- Continue development of School Portal/IFAP/Interwoven Beta Test Plan.

## SFA Modernization Weekly Status 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**).

Project Name/ Risk Description	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Resolve Date
IFAP Conversion/Schools Portal: Deployment date of School Portal and IFAP applications is contingent on the resolution of Technical Architecture issues	Delay to the implementation schedule dates	Work with Tech arch to expedite resolution of issues	High	Medium	Dru Carlson	9/5/00	9/10/00
Operations: Aggressive schedule to implement operations for IFAP, School Portal, Tech Arch Infrastructure, Data Warehouse	Cost effective coverage and timely coverage	Accelerated review with the sponsor of each application	Medium	Medium	Phil Thomas	8/20/00	9/30/00

### Issues Summary

Issue	Impact	Proposed Solution	Severity	Owner	Creation Date	Target Resolve Date	Actual Resolve Date
Enterprise Tech Arch: Definition and documentation of the IFAP DataDeploy process - This functionality has not been completed by	Delay in the finalization of the IFAP development environment configuration	Work with Beacon to resolve, Utilize an Interwoven DataDeploy consultant	High	IFAP	8/28/00	9/8/00	

**SFA Modernization Weekly Status Report**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
development and has not been migrated/installed at the VDC							
IFAP Conversion: Frame relay line at Beacon isn't working	Connectivity to the VDC for support is needed. Could affect the testing and deployment efforts.	VPN solution for Exolve and the Fame Relay connection to Beacon was tested and it was not successful. Work with SFA to expedite the MCI service request.	Medium	Mark Raulin	8/25/00	9/8/00	

## SFA Modernization Weekly Status Report

**Week ending: September 8, 2000**

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### **CIO School Portal**

Mod Ptr Lead: Dave Gordon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant  
Project Manager: Eric Campbell

#### Work Planned for This Week:

- Start component test from remote location.
- Provide support for migration and installation as needed.

#### Work Completed during This Week:

- Completed migration and installation of application at the VDC.
- Established VPN connectivity at Aerospace building.

#### Planned Work in Progress:

- Move code to the VDC for testing.

#### Work Projected for Next Week:

- Support component testing in the VDC.
- Continue with minor fixes/enhancements in the VDC.
- Continue developing system-level documentation and update existing technical document (requirements, application architecture, test plans) as needed.

### **CIO IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant  
Project Manager: Mark Raulin

#### Work Planned for This Week:

- Complete remote development/testing of IFAP application code.
- Complete development of Schools Portal/IFAP/Interwoven Integration Test Plan.
- Complete development and implementation of Schools Portal/IFAP Configuration Management Plan.
- Complete installation/testing of frame relay connection between Beacon and the VDC.
- Begin component testing of Schools Portal and IFAP applications at AC's Reston Government Solution Center.
- Continue development of Schools Portal/IFAP/Interwoven User Acceptance Test Plan.
- Continue development of Schools Portal/IFAP/Interwoven Capacity/Stress Test Plan.
- Continue development of Schools Portal/IFAP/Interwoven Beta Test Plan.

#### Work Completed during This Week:

- Completed remote development/testing of IFAP application code.
- Completed development and implementation of Schools Portal/IFAP Configuration Management Plan.
- Completed setup of development, component test and system test instances at the VDC.
- Established connectivity to all instances via the Internet and VPN.
- Established proper developer access rights within development instance.

## **SFA Modernization Weekly Status Report**

### Planned Work in Progress:

- Continued to install/test frame relay connection between Beacon's remote development site and the VDC.
- Continued development of Schools Portal/IFAP/Interwoven Integration Test Plan.
- Continued development of Schools Portal/IFAP/Interwoven User Acceptance Test Plan.
- Continued development of Schools Portal/IFAP/Interwoven Capacity/Stress Test Plan.
- Continued development of Schools Portal/IFAP/Interwoven Beta Test Plan.

### Work Projected for Next Week:

- Complete development of Schools Portal/IFAP/Interwoven Integration Test Plan.
- Continue working installation/testing of frame relay connection between Beacon/Exolve and the VDC.
- Begin component testing of Schools Portal and IFAP applications at AC's Reston Government Solution Center.
- Continue development of Schools Portal/IFAP/Interwoven User Acceptance Test Plan.
- Continue development of Schools Portal/IFAP/Interwoven Capacity/Stress Test Plan.
- Continue development of Schools Portal/IFAP/Interwoven Beta Test Plan.

## SFA Modernization Weekly Status 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**).

Project Name/ Risk Description	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Resolve Date
IFAP Conversion/ School Portal: Deployment date of School Portal and IFAP applications is contingent on the resolution of integration issues.	Delay to the implementation schedule dates	The team has revised the schedule to reflect the time to resolve technical and process issues.	High	Medium	Dru Carlson, Yateesh Katyal	9/5/00	9/15/00

### Issues Summary

Issue	Impact	Proposed Solution	Severity	Owner	Creation Date	Target Resolve Date	Actual Resolve Date
School Portal and IFAP: Development Sun boxes were returned. Connectivity is needed to continue development work.	Access to the VDC by developers is required prior to the Sun boxes being returned.	Expedite the resolution of connectivity problems between the developers and the VDC. VPN access is available with limitations.	High	Brian Liddy	6/30/00	9/11/00	
IFAP Conversion: Frame relay line at Beacon isn't working.	Connectivity to the VDC for support is needed.	A VPN solution with limited connectivity has been tested. Work with SFA to expedite the MCI service request.	Medium	Raulin	8/25/00	9/15/00	
IFAP Conversion: Frame relay line at	Connectivity to the VDC for support is	The VPN solution has been tested	Medium	Raulin	8/25/00	9/29/00	

**SFA Modernization Weekly Status Report**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
Exolve/Edge hasn't been installed.	needed.	successfully. Continue to work on getting frame relay line installed.					
School Portal: Deployment date of School Portal and IFAP applications is contingent on the resolution of integration issues.	Delay to the implementation schedule dates.	The team has revised the schedule to reflect the time to resolve technical and process issues	High	Dru Carlson, Yateesh Katyal	9/5/00	9/15/00	
COD: Pilot School Participation Approach Deliverable was not delivered on set date due to desired changes set forth by the client.	Deliverable not submitted on time.	Revision of deliverable description and due date.	Small	Garoffolo	9/7/00	9/15/00	

## SFA Modernization Weekly Status Report

**Week ending: September 15, 2000**

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### **CIO School Portal**

Mod Ptr Lead: Dave Gordon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant  
Project Manager: Eric Campbell

#### Work Planned for This Week:

- Continue component test from remote location.
- Continue to provide support for system and production environment at VDC as needed.
- Support Coordination of the user testing.

#### Work Completed during This Week:

- Completed first round of School Portal component testing.

#### Planned Work in Progress:

- Component test the IFAP application.

#### Work Projected for Next Week:

- Support component testing at the VDC.
- Continue with minor fixes/enhancements at the VDC.

### **CIO IFAP Conversion**

Mod Ptr Lead: Dave Gordon  
SFA Lead: Sandi Foy-McCabe  
Team Lead: Tyson Bondurant  
Project Manager: Mark Raulin

#### Work Planned for This Week:

- Complete development of School Portal/IFAP/Interwoven Integration Test Plan.
- Begin component testing of School Portal and IFAP applications.
- Continue development of School Portal/IFAP/Interwoven User Acceptance Test Plan, Interwoven Capacity/Stress Test, and Interwoven Beta Test Plan.

#### Work Completed during This Week:

- Began component testing of School Portal and IFAP applications.

#### Planned Work in Progress:

- Continue development of School Portal/IFAP/Interwoven Integration Test Plan.
- Continue development of School Portal/IFAP/Interwoven User Acceptance Test Plan, Interwoven Capacity/Stress Test, and Interwoven Beta Test Plan.

#### Work Projected for Next Week:

- Complete development of School Portal/IFAP/Interwoven Integration Test Plan.
- Complete component testing of School Portal and IFAP applications.
- Continue development of School Portal/IFAP/Interwoven User Acceptance Test Plan, Interwoven Capacity/Stress Test, and Interwoven Beta Test Plan.

## SFA Modernization Weekly Status 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**).

Project Name/ Risk Description	Impact	Mitigation strategy	Severity of impact	Ability to Control	Owner	Creation Date	Target Resolve Date	Actual Resolve Date
School Portal and IFAP: Deployment date of School Portal and IFAP applications is contingent on the resolution of integration issues at the VDC.	Delay to the schedule for integration testing dates.	The team has revised the schedule to reflect the time to resolve technical and process issues.	High	Medium	Dru Carlson & Yateesh Katyal	9/5/00	9/22/00	
School Portal and IFAP, Enterprise Arch, Ombudsman, IT Mgmt Support: In a meeting on 9/19, IT Services staff raised new readiness requirements without defined processes to support them.	Delay to the implementation schedule. All application development projects are impacted	Work across customer and business organizations to confirm interim migration requirements and obtain sign off.	High	Medium	Yateesh Matyal	9/19/00	9/29/00	
CIO IFAP Conversion: Deployment date of School Portal and IFAP applications is contingent on the resolution of integration testing issues.	Delay to the implementation schedule dates.	The team has revised the schedule to reflect the time to resolve the technical and process issues.	High	Medium	Dru Carlson & Yateesh Katyal	9/5/00	9/15/00	

**SFA Modernization Weekly Status Report**

<b>Project Name/ Risk Description</b>	<b>Impact</b>	<b>Mitigation strategy</b>	<b>Severity of impact</b>	<b>Ability to Control</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
Applications Management Transition: Task Orders for application management of IFAP/School Portals and FMS are still in pipeline.	Schedule	Expedite Task Orders and continue transition work at risk to AC.	High	Low	Rakesh Mital	8/31/00	9/29/00	

**Issues Summary**

<b>Issue</b>	<b>Impact</b>	<b>Proposed Solution</b>	<b>Severity</b>	<b>Owner</b>	<b>Creation Date</b>	<b>Target Resolve Date</b>	<b>Actual Resolve Date</b>
Enterprise Architecture: Definition and documentation of the IFAP Data Deploy process- this functionality has not been completed by development and has not been migrated/installed at the VDC.	Delay in the finalization of the IFAP development environment configuration.	Work with Beacon to resolve issues at the development site. Working to get a solution working at the VDC.	High	IFAP team.	8/28/00	9/22/00	9/15/00
CIO IFAP Conversion: Frame relay line at Exolve/Edge hasn't been installed.	Connectivity to the VDC for support is needed.	The VPN solution has been tested successfully. Continue to work on getting frame relay line installed.	Medium	Mark Raulin	8/14/00	9/29/00	