

**TO 153 Integration Partner Transition Plan  
Weekly Progress Report  
Week Ending: May 17-21, 2004**

**Accomplishments (Current Week)**

- Coordinated with FSA, Accenture SMEs, and Grant Thornton the Transition briefing schedules for the week of May 17-24.
- Updated Transition briefing content based on FSA feedback.
- Reserved conference rooms for the briefing discussions.
- Disseminated meeting information and final Transition briefing content for the May 17 Transition briefings.
- Began to update Transition Plan deliverables based on FSA feedback from the deliverable comment period.
- Continued to update Transition briefing content based on FSA feedback.
- Continued to update Transition Plan deliverables based on FSA feedback from the deliverable comment period. Submitted the revised Transition Plan deliverables to FSA on May 21.
- Continued to coordinate Transition briefing content and schedules with FSA points of contact.
- Facilitated the following Transition briefings over the course of the week, May 17-24, with the exception of CSB, FMS, and XML:
  - o Data Marts
  - o NSLDS
  - o CSB (FSA)
  - o Data Strategy
  - o FMS (FSA)
  - o XML (FSA)
  - o IPM
  - o eZ-Audit
  - o EAI
  - o ITA
  - o Portals
  - o eCampus Based
  - o FSA Organization & Integration Overview
- Submitted action items to FSA based on transition briefings.
- Coordinated Accenture/Grant Thornton one-on-one session for June.

**Meetings**

- Facilitated the above Transition briefings over the course of the week, May 17-24.

## **Planned Accomplishments (Next Week)**

- Facilitate the following Transition briefings on May 24, with the exception of FEBI:
  - o CPS/FAFSA/PIN/SAIG PM
  - o FEBI (FSA)
  - o Security Architecture
  - o SAIG
  - o COD
- Begin moving Transition artifacts to a CD-ROM.
- Deliver artifacts to FSA.
- Continue to provide FSA with action items resulting from transition briefing discussions.
- Continue to provide Integration and Transition support as needed.

## **Meetings**

- Facilitate the Transition briefing discussions above scheduled for May 24, with the exception of FEBI.

## **Milestones**

<b>Workplan Task</b>	<b>Percent Complete</b>	<b>Due Date (from original baseline)</b>	<b>Final Milestone Achievement Date</b>
Alter Draft Transition Plan with FSA Input	100%	4/30/04	4/30/04
Deliver Final Transition Plan	100%	4/30/04	4/30/04
Create Artifacts Transition List (included in Transition Plan)	100%	4/30/04	4/30/04
Develop Briefing Content	100%	4/30/04	4/30/04
Develop Transition Briefing Calendar	100%	5/14/04	5/14/04
Hold Transition Kickoff Meeting	100%	5/5/04	5/11/04 (Did not make contact with Grant Thornton until the week of 5/10)
Confirm Scope and Schedule of Transition	100%	5/14/04	5/14/04
Confirm Meeting Times with SMEs	100%	5/14/04	5/14/04
Reserve Conference Rooms	100%	5/14/04	5/14/04
Transition Briefing – Data Strategy	100%	5/5/04	5/17/04; Rescheduled from original baseline for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – COD	0%	5/5/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – Security Architecture	0%	5/5/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – Organization & Integration Overview	100%	5/5/04	5/21/04; Rescheduled from original baseline for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – FEBI	0%	5/11/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton



Workplan Task	Percent Complete	Due Date (from original baseline)	Final Milestone Achievement Date
Transition Briefing – IPM	100%	5/11/04	5/19/04; Rescheduled from original baseline for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – FMS	100%	5/11/04	5/19/04; Rescheduled from original baseline for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – CPS/FAFSA/PIN	0%	5/11/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – Technical Architecture (EAI, ITA, SAIG)	75%	5/11/04	Completed EAI and ITA on 5/19/04; Rescheduled from original baseline for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – Data Marts	100%	N/A	5/17/04
Transition Briefing – NSLDS	100%	N/A	5/17/04
Transition Briefing – CSB (FSA Only)	100%	N/A	5/17/04
Transition Briefing – FMS (FSA Only)	100%	N/A	5/19/04
Transition Briefing – XML (FSA Only)	100%	N/A	5/19/04
Transition Briefing – eZ-Audit	100%	N/A	5/19/04
Transition Briefing – Portals	100%	N/A	5/21/04
Transition Briefing – eCB	100%	N/A	5/21/04
Alter Draft Transition Plan w/ ILSC Input	100%	5/14/04	5/21/04; Did not receive Transition Plan comments until 5/14

### Issues

Issue	Issue Owner	Expected Date of Resolution	Status
Accenture will not be able to provide a SME to develop or deliver the XML briefing until early June due to current XML implementation and deployment activities.	Carol Seifert/ Erin Campbell	Will coordinate briefing content and schedule with Holly Hyland, to be delivered during the week of May 17-24.	Closed; Holly Hyland delivered the XML transition briefing on 5/19.