"Inadequate Data Backup Redundancy and Disaster Recovery Preparedness"

Milestone Deliverable -2

IT PROJECT MANAGEMENT & SCHEDULING

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1. Scope Statement:

Scope:

1. Assess Leo AS Tech Solution Inc.'s current data backup and disaster recovery practices.
2. Develop a plan to migrate physical servers to the cloud.
3. Implement the cloud system and migrate data.
4. Test the cloud system and disaster recovery plan.
5. Train users on the new cloud storage system.

Changes to Scope:

Any changes to the scope of this project must be approved by the project manager and all stakeholders.

Acceptance Criteria:

The cloud storage system will be considered complete and accepted when the following criteria are met:

1. The system can store all of Leo AS Tech Solution Inc.'s data in a secure and reliable manner.
2. The system can replicate data across multiple locations in a timely and efficient manner.
3. The system can restore data quickly and easily in the event of a disaster.
4. The system is easy to use and maintain.
5. All users have been trained in how to use the system.

2. Work Breakdown Structure and Gantt Chart:

The average time to prepare a project is 36 days (about 1 month 5 and a half days), and the average time to gather requirements is 42 days (about 1 and a half months). The Design Phase lasts 45 days (about 1 and a half months) in total, of which 6 days are spent designing the physical and virtual servers. Setting up cloud architecture requires 6 days. It takes six days to build up a network. It takes days to set up Firewall 6. It takes 10 days (about 1 and a half weeks) to design new workplace spaces and organize them appropriately. It takes ten days to develop the master production schedule. The development phase requires 81 days (about 2 and a half months), during which time the current environment must be backed up before migration and it takes 9 days to finish this, the application servers must be migrated to the VMware environment which typically takes around 21 days (about 3 weeks), the network specifications must be developed within 15 days (about 2 weeks), a new office must be built in ⌗30 days (about 4 and a half weeks) , and documentation must be completed in 5 days. Considering that the testing phase lasts for 18 days (about 2 and a half weeks), we have seven days to test the servers in the test environment. 15 days (about 2 weeks) for evaluating the test environment with some of the chosen users and 9 days for testing the disaster recovery plan. Moving users from the old office to the new office takes place during the user acceptance and training phase in 11 days (about 1 and a half weeks). In 10 days (about 1 and a half weeks), lessons learnt and going live can be documented.
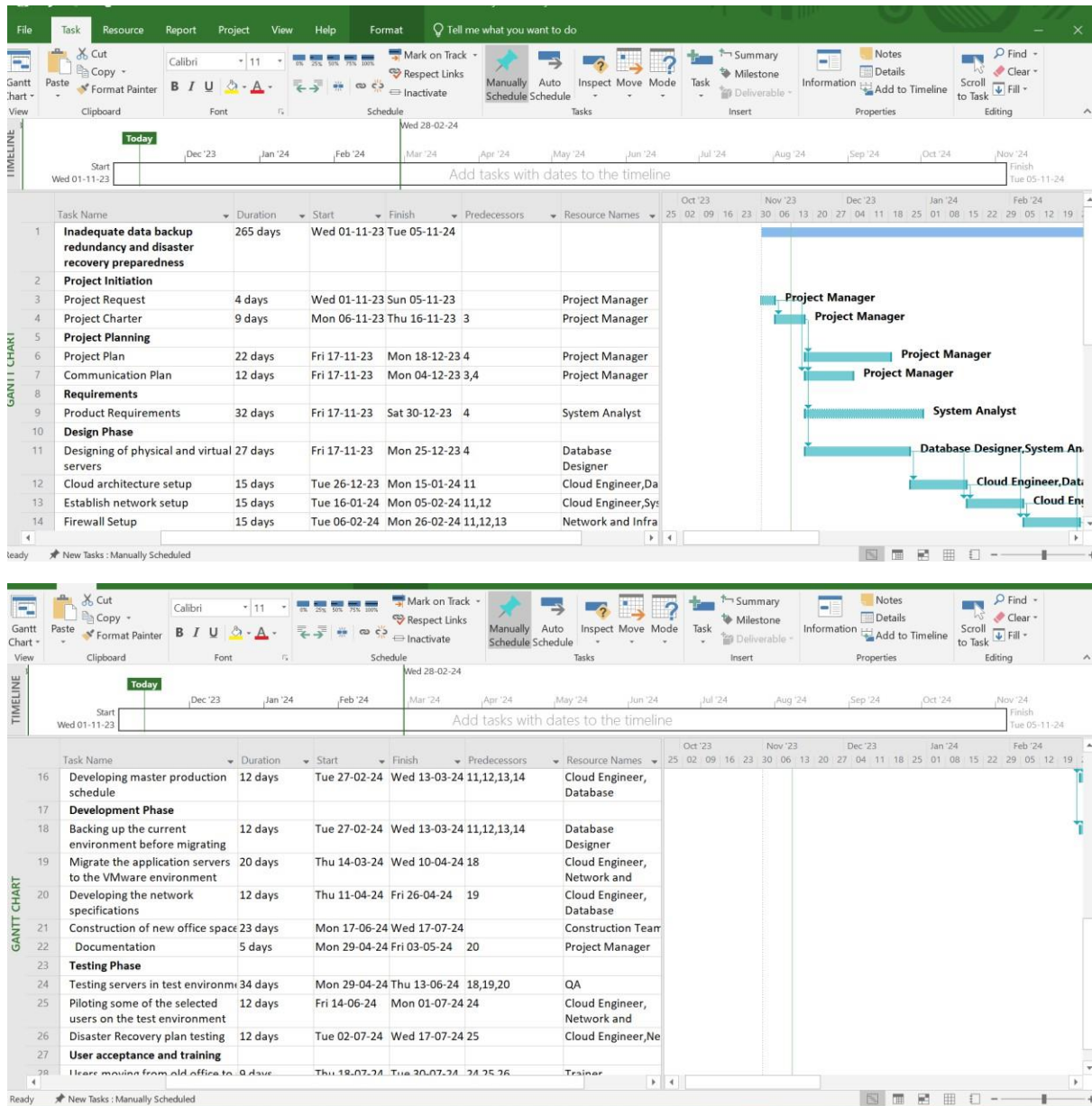
3. WBS Dictionary:

WBS ID	Activity	Description
1	Planning	This activity includes developing a project plan, identifying, and assessing risks, and securing resources.
2	Analysis	This activity includes assessing the organization's current data backup and disaster recovery practices and identifying the requirements for the new cloud storage system.
3	Design	This activity includes designing the cloud storage system architecture, selecting the appropriate cloud storage provider, and developing a migration plan.

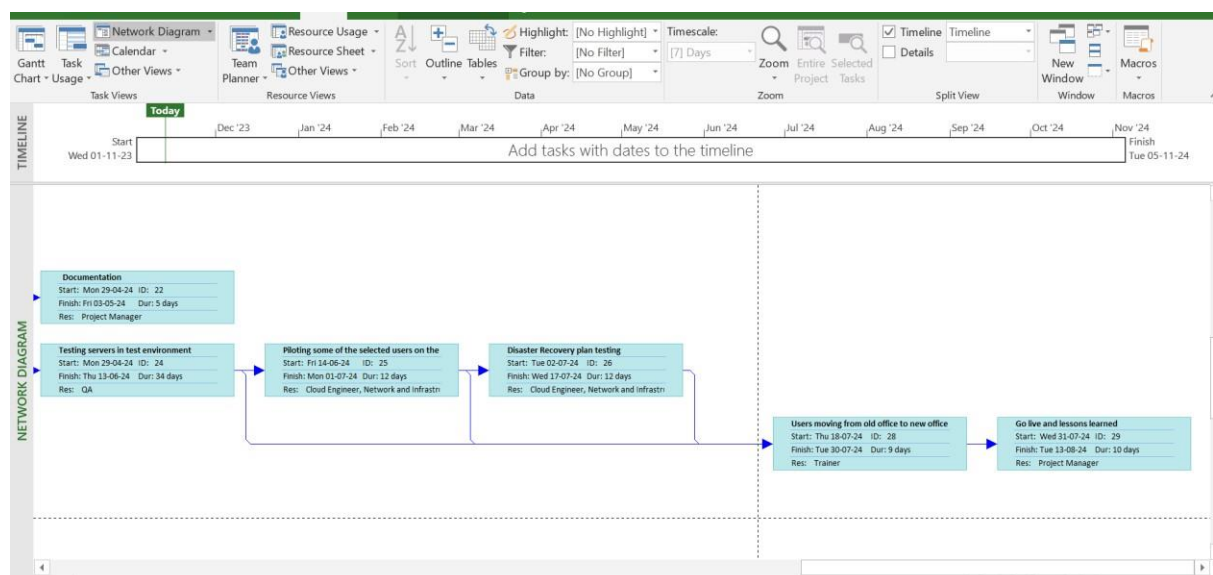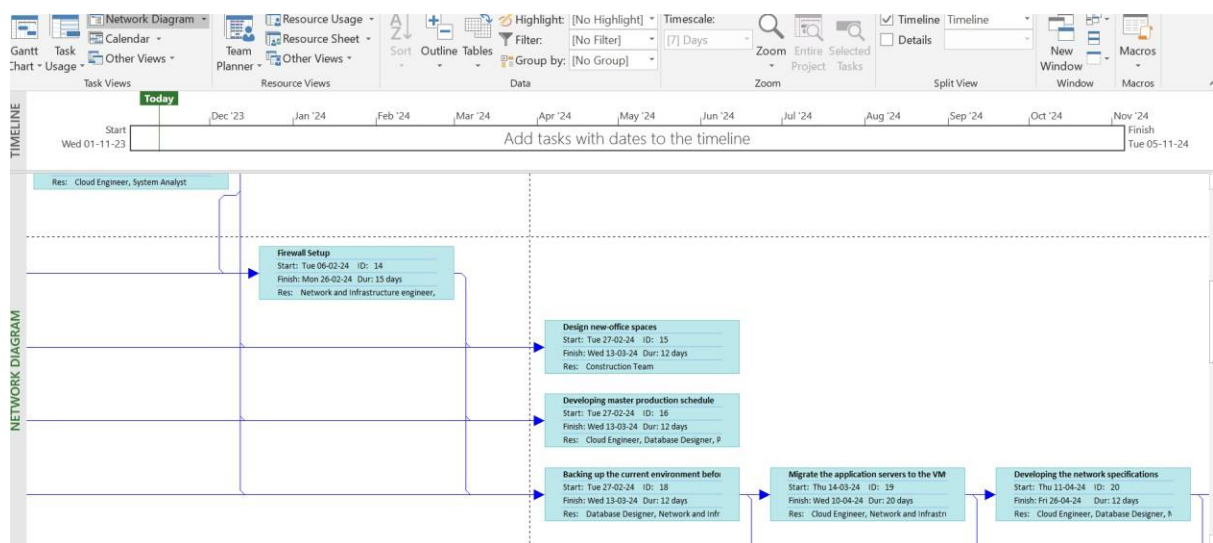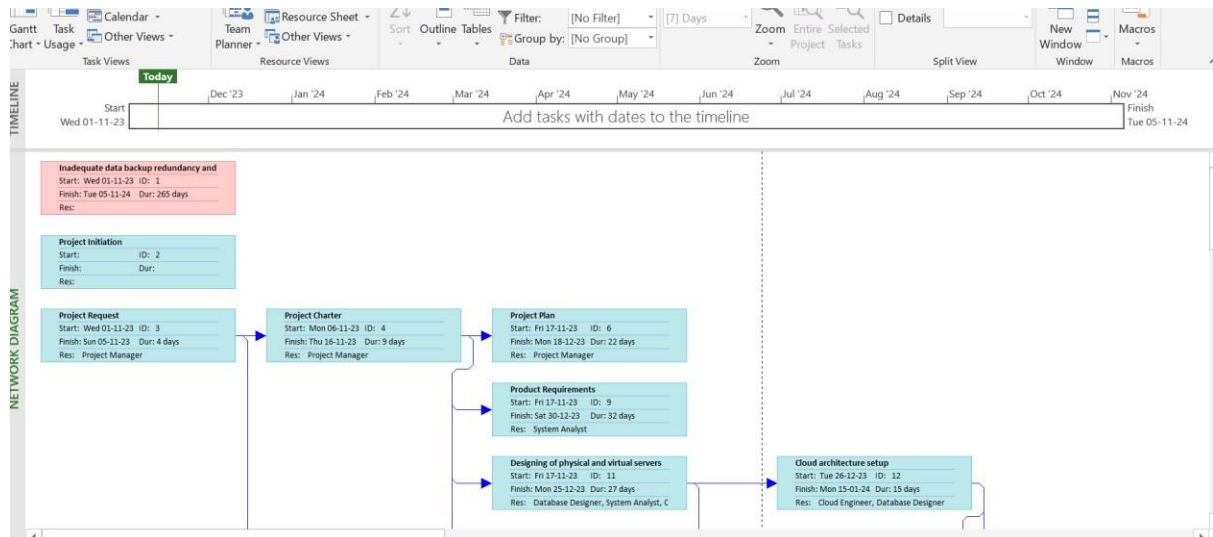|		
4	Implementation	This activity includes migrating data to the cloud storage system, configuring the system, and testing it.
5	Testing	This activity includes testing the cloud storage system and disaster recovery plan to ensure that they are working properly.
6	Training	This activity includes training users on how to use the new cloud storage system.

4. Resource Sheet:

Role	Activity
Project Manager	All activities
Systems Analyst	Analysis, Design, Implementation, Testing
Database Designer	Design, Implementation
Cloud Engineer	Implementation, Testing
Trainer	Training
Hardware engineer	Analysis, Design
Construction team/Contractor	Office space redesign
QA	Testing
Network and Infrastructure Engineer	Design, Implementation

Hardware and software requirements

Labor
Tools
Equipment
Materials
Supplies
Software
Database
Safety Supplies
Marketing materials
Miscellaneous

5. Network Diagram:

6. Activity list and Attributes:

Phase	Activity list	Attributes	Duration Specific	Predecessor
Planning	1. Identify project scope. 2. Identify project stakeholders 3. Develop project plan	1. Requirements document 2. Stakeholder list 3. Project plan	36	None
Analysis	1. Assess current data backup and disaster recovery practices. 2. Identify requirements for new cloud storage system	1. Assessment report 2. Requirements document	42	Planning
Design	1. Design cloud storage system architecture 2. Select cloud storage provider. 3. Develop migration plan	1. Architecture diagram 2. Cloud storage provider comparison chart 3. Migration plan document	45	Analysis
Implementation	1. Migrate data to cloud storage system. 2. Configure cloud storage system.	1. Data migration log 2. Cloud storage system configuration documentation	81	Design
Testing	Test cloud storage system and disaster recovery plan	Test plan and test results	18	Implementation
Training	1. Develop training materials. 2. Train users on new cloud storage system	1. Training materials 2. Training session	11	Testing

7. Cost Estimate and Cost baseline:

Role	Employee Type	Assigned To	Allocation %	Start Date	End Date	Planned Working Days	Annual Salary	Rate/hr	Budget
UIT									
Project Manager	Full Time	Amulya	50%	01-11-23	05-10-24	348	$1,08,322	$52.08	$1,01,489
Business Analyst	Full Time	Anusha	100%	01-11-23	05-10-24	348	$97,168	$46.72	$1,82,078
Technical Lead	Contractor	Shashank	100%	01-11-23	05-10-24	348	$95,625	$47.81	$1,33,110
Developer	Contractor	Sai Venkat	100%	01-11-23	05-10-24	348	$94,670	$47.34	$1,31,781
UIT Subtotal				01-11-23	05-10-24				**$5,48,458**
Business Office				01-11-23	05-10-24				
Program Manager	Full Time	Michael	20%	01-11-23	05-10-24	348	$1,50,000	$72.12	$56,215
Business Analyst	Full Time	James	100%	01-11-23	05-10-24	348	$99,168	$47.68	$1,85,826
Cloud infrastructure specialist	Contractor	Mike	100%	01-11-23	05-10-24	348	$98,987	$49.49	$1,37,790
Business Office Subtotal									**$3,79,831**
One-Time Costs									
Consultant									$25,000
Hardware									$1,50,000
Software License									$3,50,000
One-Time Costs Subtotal									$5,00,000
TOTAL									**$14,28,289**

Project Budget

Task	Resource	Direct costs	Indirect Costs	Estimate
Project Preparation				
Information Gathering	PM	$50.00	$12.00	$62.00
Setting Goals and Expectation	PM, TL			
Collecting Requirements				
Analyzing Existing Technology	QA-1	$500.00	$100.00	$600.00
Discussing Goals and Expectations	PM			
Assigning Resources	TL	$600.00	$200.00	$800
Hardware and Software Requirements	TL	$2,000.00	$1,000.00	$3,000.00
Design Phase				
Designing of Physical and Virtual Servers	QA-2	$1,000.00	$800.00	$1,800.00
Cloud Architecture Setup	QA-1	$15,000.00	$10,000.00	$15,000.00
Establish Network Setup	N&I	$2,000.00	$1,500.00	$3,000
Firewall Setup	N&I	$300.00	$150.00	$400.00
Development Phase				
Backing-up Current environment before Migrating	Cloud Engineer	$2,000.00	$500.00	$2,500.00
Migrate application server to VMWare Environment	TL	$500.00	$100.00	$600.00
Developing the Network Specification	N&I	$500.00	$100.00	$600.00
Testing Phase				
Testing Servers in Test Environment	QA-2	$2,000.00	$1,000.00	3000
Piloting some of the Selected Users on the First Enviro	QA-2	$1,000.00	$500.00	$1,500.00
Disaster Recovering Plan Testing	QA-1	$2,000.00	$1,000.00	$3,000.00
Total				**$35,900.0**

Benchmarking, surveys, statistical sampling, check sheets, and focus groups are all examples of information collection. This will increase to $50. We will spend about $3,000 on gathering the hardware and software needs. The other requirements include assigning resources, which will cost about $1400, and assessing the technology that is currently in use. The most important phase, known as the Design Phase, will primarily concentrate on setting up cloud architecture and will cost us about $15,000 to complete. also costing us $2200 is designing real and virtual servers and setting up firewalls. Customerthink.com is used to estimate the work cost. The development phase is another crucial stage; backing up the current environment will cost $2500 before migrating, and after adding other components from the development phase, it would cost us $3700. Testing Phase includes disaster recovering plan testing which will cost us $3000 according to our study from Synology this testing may cost around $10000 but our cost is $3000 as it is a small-scale IT- business the total testing will cost us around $7,500. So, after combining all essential phases the total will be $35,900. Finally, altogether the **budget** required is **$14,64,789.**