

# IT Capstone Topic Approval Form

The purpose of this document is to help you clearly explain your capstone topic, project scope, and timeline and to ensure that they align with your degree emphasis. Without clearly addressing each of these areas, you will not have a complete and realistic overview of your project, and your course instructor cannot accurately assess whether your project will be doable for the purposes of these courses.

Of course, if this a project that you have already completed at work or elsewhere, this should be easy to fill in! Most students use a project that they have already completed in the past year or two. In that case, you will write the proposals (Tasks 1 and 2) as if the project has not been done yet, and Task 3 as the complete post-implementation report.

Complete this form and send it (via [UGCapstoneIT@WGU.edu](mailto:UGCapstoneIT@WGU.edu)) to your course instructor for approval. Once approved, you will receive a signed document in PDF format that you can upload as part of Task 1.

## DEGREE EMPHASIS: IT

### ANALYSIS:

**Project Topic** – IT Asset Management System Implementation

**Problem Statement or Project Purpose** – NetWorks LLC is a small, but steadily growing network services provider for the southern Illinois area. When they first went into business, it was a team of two people and a small base of clients. Over the years, the client base has expanded greatly and so has the networking equipment and facility needs. The assets including routers, cabling, network monitoring equipment, company tablets, PCs, and other tools are not being properly managed or put into inventory. This has resulted in numerous missing company tools and devices. In addition it has lead to issues on the job, for example not having the proper amount of inventory to fulfill a job. A centralized IT asset management system will ensure that NetWorks LLC has all the inventory it needs to serve clients, in addition it will prevent over spending on unnecessary equipment and keep track of existing inventory.

### DESIGN and DEVELOPMENT:

Project Scope

- a. Project Goal(s) and Supporting Objectives –
  - i. The goal of this project is to provide NetWorks LLC with a secure, reliable, and efficient asset management system that will centralize inventory and assets.
    1. **Objective 1** - The first objective will be research into the various IT asset management systems available and determining which will be the best fit, this includes cloud-based solutions as well as in-house software installed across all the systems.
    2. **Objective 2** - Next, management should meet to discuss what the needs of the asset system will be. In addition, the purpose and cost to benefit analysis should be performed.
    3. **Objective 3** - The next objective will be purchasing the license to the software or a subscription based model for cloud-based systems.

4. **Objective 4** - Then, there should be plans put into place for maintenance of assets, lost assets, and deprecated systems.
5. **Objective 5** - Finally, user training for the IT department as well as any others within NetWorks LLC should be implemented to ensure the asset management system is utilized to its full potential.

b. Project Outcomes and Deliverables –

1. **Objective 1 Deliverables** –
  - a. Research various companies offering ITAM services and software.
  - b. Determine the best fit for the current business model.
2. **Objective 2 Deliverables** –
  - a. Meet with management to discuss business needs and perform a cost to benefit analysis.
  - b. Use analysis results and stakeholder assessments to determine if a cloud-based or in-house model is better.
3. **Objective 3 Deliverables** –
  - a. Purchase the license in the most cost-effective way.
  - b. Set up a SLA with the ITAM provider.
4. **Objective 4 Deliverables** –
  - a. Set up management plans to account for maintenance of assets as indicated in the ITAM system.
  - b. Configure management policies for legacy systems or outdated assets.
5. **Objective 5 Deliverables** –
  - a. Set up an agreement with the ITAM service provider or a reputable third-party to perform user training for the asset system.
  - b. Test the system in a sandboxed environment.
  - c. Deploy the system into the production environment once the testing has been shown to be successful.

c. Projected Project End Date – Jun. 24<sup>th</sup> 2023

## **IMPLEMENTATION and EVALUATION:**

Describe how you will approach the execution of your project – The project will be implemented in various stages. The first stage will be concerned with requirements and research. Once this stage is complete, management and stakeholders will meet to compare the finding in the first stage with the business needs and perform a cost-benefit analysis. The next stage will be focused on executing the plan so establishing a SLA and purchasing a license or subscription will be important. Then the implementation stage will be enacted. Here, the software will be tested in a sandboxed environment with various simulations to ensure it will perform. Then, the software will be implemented and user training will be performed.

☒ **This project does not involve human subjects research and is exempt from WGU IRB review.**

**COURSE INSTRUCTOR SIGNATURE:**

**COURSE INSTRUCTOR APPROVAL DATE:**