Project Name: Address Linkage Key Tool
Report Date: 3/28/2021

Deliverable Project Kickoff Setup and Research Minimally Viable Product	Tasks Project kickoff meeting with project owners. Project Plan and Gantt Chart Create project website Review resources: USPS Publication 28 and CASS Technical Guide Local application/Git install Local Environment setup Remote development environment and Gitlab account setup Test access Update Project Website Milestone # 1 Meeting	Complete% 100% 100% 100% 100%	Current Status Memo	Assigned To All All Saritha, Kat M.	01/31 1 6 10	Milesto 02/07		02/21	02/28	Milesto 03/07	one #2 03/14	03/21	Milesto 03/28	04/04	Final Project Package 04/11 04/1
Project Kickoff Setup and Research	Project kickoff meeting with project owners. Project Plan and Gantt Chart Create project website Review resources: USPS Publication 28 and CASS Technical Guide Local application/Git install Local Environment setup Remote development environment and Gitlab account setup Test access Update Project Website Milestone # 1 Meeting	100% 100% 100% 100%	Current Status Memo	All All Saritha, Kat M.	1 6	02/07	02/14	02/21	02/28	03/07	03/14	03/21	03/28	04/04	
Setup and Research	owners. Project Plan and Gantt Chart Create project website Review resources: USPS Publication 28 and CASS Technical Guide Local application/Git install Local Environment setup Remote development environment and Git.ab account setup Test access Update Project Website Milestone # 1 Meeting	100% 100% 100% 100%		All Saritha, Kat M. All All	6										
Setup and Research	Project Plan and Gantt Chart Create project website Review resources: USPS Publication 28 and CASS Technical Guide Local application/Git install Local Environment setup Remote development environment and GitLab account setup Test access Update Project Website Milestone # 1 Meeting	100% 100% 100% 100%		All Saritha, Kat M. All All	6										
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	Review resources: USPS Publication 28 and CASS Technical Guide Local application/Git install Local Environment setup Remote development environment and GitLab account setup Test access Update Project Website Milestone # 1 Meeting	100% 100%		All All	10										
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	Guide Local application/Git install Local Environment setup Remote development environment and GitLab account setup Test access Update Project Website Milestone # 1 Meeting	100%		All											
Minimally Viable Product	Local Environment setup Remote development environment and GitLab account setup Test access Update Project Website Milestone # 1 Meeting	100%				12									
Minimally Viable Product	Remote development environment and GitLab account setup Test access Update Project Website Milestone # 1 Meeting					8									
Minimally Viable Product	and GitLab account setup Test access Update Project Website Milestone # 1 Meeting			All	l .		5								
Minimally Viable Product	and GitLab account setup Test access Update Project Website Milestone # 1 Meeting		1												
Minimally Viable Product	Test access Update Project Website Milestone # 1 Meeting			Warren S.		8									
Minimally Viable Product	Update Project Website Milestone # 1 Meeting			All		2									
Minimally Viable Product	Milestone # 1 Meeting	100%		Saritha		-		5							
Minimally Viable Product		100%		All				1							
Minimally Viable Product		10070		Saritha, Byron,				-							
Minimally Viable Product	Documentation/Report	100%		Kat M., Kat G.			5	8							
Minimally Viable Product	Create a tool that separates the														
Minimally Viable Product	house number from the address_line_1 field.								_						
	Create a tool that assigns a dpc for	100%		Kat G.					2	2					
	addresses that meet the formatting														
	of the CASS guide Rules #1 and														
	12, General Rule and Numeric			Saritha, Byron,											
	Street Names.	100%		Kat G.				8	10	10					
	Create a tool that assigns a dpc for														
	addresses that meet the formatting of the CASS guide Rule #5,														
	Trailing Alphas.	100%		Saritha						10					
	Truming Tupitus.	10070		Sarina						10					
	Create a tool that assigns a dpc for														
	addresses that meet the formatting														
	of the CASS guide Rule #8,														
	Leading and Embedded Alphas.	80%	In Testing	Byron							10	10			
	Create a tool that assigns a dpc for														
	addresses that meet the formatting														
	of the CASS guide Rule #10, Other														
	Embedded Symbols.	100%		Kat M.							10				
	Create a tool that adds a leading														
	zero to single digit dpc values. CASS guide Rule #3.	100%		Kat G.						5	5	2			
İ	Testing	95%	Rule 8 still in testing	All					8	8	8	8			
l	Update Project Website	0%	Rule o sun in testing	Saritha					0	0		5			
	Milestone #2 Meeting	0%		All								1			
	Micholic #2 Meeting	070		Saritha, Kat M.,								*			
	Documentation/Report	0%		Byron, Kat G.								8			
	Create a tool that assigns a dpc for														
B 1 - B1	addresses with PO Boxes, RR														
Product Enhancement	numbers or HC numbers. Create a tool that assigns a dpc for	0%		All									10	10	10
	addresses with a secondary address														
	component.	0%		All									10	10	10
	Create a tool that assigns a dpc for														
	any addresses that do not already		In Place, just need to make												
	have a dpc assigned, CASS guide	0000	sure this is the next to last	W . G . D											
	Rules #2, 7, 9, and 13.	90%	function applied.	Kat G./Byron							10	10	5		
	Continuous Integration/Continuous														
	Delivery setup	50%		Warren S.							5	5	5		
	Testing	0%		All	1				l				8	8	8
	Update Project Website	0%		Saritha	1				l					5	
	Milestone #3 Meeting	0%		All	1									1	
	Documentation/Report	0%		Saritha, Kat M,.	<u> </u>							5	5	8	5
Final Report	Prepare Final Report	0%		All	1			Ī					l	Ī	10
	Prepare for Presentations and				1				l				l		
	Videos Record Project Procentation	0%		All	1										10
		0%	i	All	1										2
	Record Project Presentation		I	A 11	II .										
	Record Project Short Video	0%		All											2
	Record Project Short Video Final Project Package Meeting	0%		All											1
	Record Project Short Video														
	Record Project Short Video Final Project Package Meeting	0% 0%		All	17	30	10	22	20	35	48	54	43	42	1

Legend
Planned 2
Delayed 1
Number Workload: man hour