|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Weekly Action Plan (WAP), CIE Team** | | | | |
| **Reporting Employee** | | **LEWIS, SHAUN** | | |
| **Reporting Date** | | **18 February 2025** | | |
| **Previous Week’s Goals Status Report** | | | | |
| **Network** | **Task/Project** | | **Target % Complete/**  **Actual % Complete** | **Specific Objectives/Notes** |
| NIPR | JECC Battle Rhythm Outlook Integration  (Phase 1) | | Target 100% | * Pros & Cons documentation between Shared and O365 Group Calendars [Complete] * Create 5 required calendars for Battle Rhythm [Complete] * Automate Battle Rhythm Outlook event updates to reflect in SharePoint Calendar [Complete] * Assigned initial admins to shared calendars [Complete] * Create deployment plan for phased rollout [Complete] * COS UAT: Outlook event creation and updates |
| Actual 75% |
| NIPR | Data Team Drop Box Alerts | | 100%  100% | SharePoint drop box alerts: Automated update emails |
| NIPR | JPSE OPS Mission Tracker | | 100%  100% | Power App republished with typo fixes |
| **Current Week’s Goals** | | | | |
| **Network** | **Task/Project** | | **Current % Complete/**  **Target % Complete** | **Specific Goals/Notes** |
| NIPR | JECC Battle Rhythm Outlook Integration  (Phase 1) | | Current 100% | * UAT feedback and updates * Update SharePoint calendar from dev to production site * Give JECC-SPO Members group view access to calendars * Calendar access request process: Admin managed access and permissions |
| Target 75% |
| NIPR | JITTS App Load Warnings | | 100%  0% | * Debug JITTS App load warnings and prevent them from being displayed in user interface |
| NIPR | Power Platform Environment move for Power Apps and Flows | | 100%  0% | * Assist customer moving PowerApps and Flows from DISA to JECC environments |
| NIPR | JITTS Tickets Power BI Data Pull | | 100%  25% | * Pull JITTS ticket data into Power BI and create basic visualizations |
| NIPR/SIPR | Customer Support - (Ongoing) | | 100%  0% | * JITTS customer support |