



# PICS System Improvement - Four-Up Charts

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4/2/2018 - 4/8/2018

<b>Progress</b> <ul style="list-style-type: none"><li>• Iteration 6 Continues (All)</li><li>• Documentation Continues (All)</li><li>• Testing of Virtual Machine Continues (All)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• VM Testing is Still Slow to Come (All)</li><li>• Documentation Work is Lacking (Austin, Grant, Ryan)</li></ul>
<b>Plans</b> <ul style="list-style-type: none"><li>• Finish Iteration 6 Task (Austin)</li><li>• Continue on Documentation (All)</li><li>• Test Virtual Machine (All)</li></ul>	<b>Needs</b> <ul style="list-style-type: none"><li>• Work to Initialize and Continue on all 4 Iteration Objectives (All)</li></ul>

3/26/2018 - 4/1/2018

<b>Progress</b> <ul style="list-style-type: none"><li>• Iteration 6 Continues (All)</li><li>• Documentation Continues (All)</li><li>• Work on Poster Completes (All)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Lot of VM Testing to do (All)</li><li>• Poster is Behind (All)</li></ul>
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<ul style="list-style-type: none"> <li>• Testing of Virtual Machine Continues(All)</li> </ul>	
<b>Plans</b> <ul style="list-style-type: none"> <li>• Knock out Iteration 6 Task (Austin)</li> <li>• Continue on Documentation (All)</li> <li>• Finish Poster (All)</li> <li>• Test Virtual Machine (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Bear Down and Complete Poster (All)</li> <li>• Work to Initialize and Continue on all 4 Iteration Objectives (All)</li> </ul>

**3/19/2018 - 3/25/2018**

<b>Progress</b> <ul style="list-style-type: none"> <li>• Iteration 6 Continues (All)</li> <li>• Documentation Continues (All)</li> <li>• Work on Poster &amp; Presentation Begins (All)</li> <li>• Testing of Virtual Machine Begins (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Lot of VM Testing to do (All)</li> <li>• Poster has not been Started yet (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Knock out Iteration 6 Task (Austin)</li> <li>• Continue on Documentation (All)</li> <li>• Work on Poster (All)</li> <li>• Setup Virtual Machine Test Plan (Grant)</li> <li>• Test Virtual Machine (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Work to Initialize and Continue on all 4 Iteration Objectives (All)</li> </ul>

**3/5/2018 - 3/11/2018**

<b>Progress</b> <ul style="list-style-type: none"><li>• Iteration 5 finishes (All)</li><li>• Documentation Work Continues (All)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Iteration 5 work has been slow (All)</li><li>• Documentation work is slow to start (All)</li></ul>
<b>Plans</b> <ul style="list-style-type: none"><li>• Finish Iteration 5 (All)</li><li>• Work on Documentation (All)</li></ul>	<b>Needs</b> <ul style="list-style-type: none"><li>• Iteration 5 to finish strong (All)</li></ul>

**2/26/2018 - 3/4/2018**

<b>Progress</b> <ul style="list-style-type: none"><li>• Iteration 5 continues (All)</li><li>• Documentation Work Continues (All)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Potential for bugs in Iteration 4 work (All)</li><li>• Documentation work is slow to start (All)</li></ul>
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<b>Plans</b> <ul style="list-style-type: none"> <li>• Work on iteration 5 (All)</li> <li>• Work on Documentation (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Documentation work to begin quickly (All)</li> </ul>
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## 2/19/2018 - 2/25/2018

<b>Progress</b> <ul style="list-style-type: none"> <li>• Iteration 5 continues (All)</li> <li>• Documentation Work Begins (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Potential for bugs in Iteration 4 work (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Work on iteration 5 (All)</li> <li>• Work on Documentation (All)</li> <li>• Test Iteration 4 work with lab assistants (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Testing to begin in earnest on Iteration 4 tasks (All)</li> <li>• Documentation work to begin quickly (All)</li> </ul>

## 2/12/2018 - 2/18/2018

<b>Progress</b> <ul style="list-style-type: none"> <li>• Iteration 5 begins (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Potential for bugs in Iteration 4 work (All)</li> </ul>
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<b>Plans</b> <ul style="list-style-type: none"> <li>• Begin Iteration 5 development (All)</li> <li>• Test Iteration 4 work with lab assistants (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Testing to begin in earnest on Iteration 4 tasks (All)</li> <li>• Iteration 5 work to begin asap</li> </ul>
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## 2/5/2018 - 2/11/2018

<b>Progress</b> <ul style="list-style-type: none"> <li>• Finishing Iteration 4 Development (All)</li> <li>• End User Testing Sessions have been Kicked Off (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Still a good amount of work to finish on Iteration 4 (Austin, Ryan)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Finish Iteration 4 tasks on time (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Iteration 4 tasks to complete on time (All)</li> </ul>

## 1/29/2018 - 2/4/2018

<p><b>Progress</b></p> <ul style="list-style-type: none"> <li>Continuing Iteration 4 development (All)</li> </ul>	<p><b>Risks</b></p> <ul style="list-style-type: none"> <li>Bug fixes from previous releases make this iteration our heaviest hours-wise yet (Grant)</li> <li>Estimates could be wildly off in terms of building a brand new module in this system (All)</li> <li>Testing remains slow, and may be an issue considering the amount of new code that was written for this budget module.</li> </ul>
<p><b>Plans</b></p> <ul style="list-style-type: none"> <li>Work on Iteration 4 (All)</li> <li>Work w/ sponsors to establish on-site testing times (Grant)</li> </ul>	<p><b>Needs</b></p> <ul style="list-style-type: none"> <li>Iteration 4 development to continue in earnest (All)</li> <li>Developer testing on iteration 4 work to start ASAP (All)</li> </ul>

**1/22/2018 - 1/28/2018**

<p><b>Progress</b></p> <ul style="list-style-type: none"> <li>Continuing Iteration 4 development (All)</li> </ul>	<p><b>Risks</b></p> <ul style="list-style-type: none"> <li>Bug fixes from previous releases make this iteration our heaviest hours-wise yet (Grant)</li> <li>Estimates could be wildly off in terms of building a brand new module in this system (All)</li> </ul>
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<b>Plans</b> <ul style="list-style-type: none"> <li>• Work on Iteration 4 (All)</li> <li>• Work w/ sponsors to establish on-site testing times (Grant)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Iteration 4 development to continue in earnest (All)</li> </ul>
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**1/16/2018 - 1/21/2018**

<b>Progress</b> <ul style="list-style-type: none"> <li>• Starting Iteration 4 development (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Bug fixes from previous releases make this iteration our heaviest hours-wise yet (Grant)</li> <li>• Estimates could be wildly off in terms of building a brand new module in this system (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Work on Iteration 4 (All)</li> <li>• Work w/ sponsors to establish new meeting time (Grant)</li> <li>• Develop new meeting agenda that incorporates testing (Grant)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Iteration 4 development to begin early (no procrastination!) (All)</li> </ul>

## 12/18/2017 - 12/24/2017

<b>Progress</b> <ul style="list-style-type: none"><li>• Finishing Iteration 3 Development (All)</li><li>• Virtual Machine environment is spun up, working out kinks (Ben)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Issues with virtual machine (Ben)</li></ul>
<b>Plans</b> <ul style="list-style-type: none"><li>• Finish any leftover iteration 3 tasks (All)</li><li>• Work w/ sponsors to facilitate acceptance testing efforts (Grant)</li><li>• Begin vacation (All)</li></ul>	<b>Needs</b> <ul style="list-style-type: none"><li>• Iteration 3 development to finish (All)</li><li>• Sponsor sign off on tasks so far, before production push over break (Grant)</li></ul>

## 12/11/2017 - 12/17/2017

<b>Progress</b> <ul style="list-style-type: none"><li>• Finishing Iteration 3 Development (All)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Issues with virtual machine adaptation (Ben)</li><li>• Lack of iteration 3 progress (All)</li></ul>
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<ul style="list-style-type: none"> <li>Virtual Machine environment is spun up, working out kinks (Ben)</li> </ul>	
<b>Plans</b> <ul style="list-style-type: none"> <li>Finish iteration 3 development (All)</li> <li>Work w/ sponsors to facilitate acceptance testing efforts (Grant)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>Iteration 3 development to finish (All)</li> <li>Sponsor sign off on tasks so far, before production push over break (Grant)</li> </ul>

**12/4/2017 - 12/10/2017**

<b>Progress</b> <ul style="list-style-type: none"> <li>Iteration 3 development, week 3 (All)</li> <li>Virtual Machine environment is spun up (Ben)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>Issues with virtual machine adaptation (Ben)</li> <li>Lack of iteration 3 progress, due to the team focusing on the presentation (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>Continue iteration 3 development (All)</li> <li>Pitch virtual environment solution to sponsors (Ben, All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>Iteration 3 development to continue(All)</li> <li>Sponsor sign off on virtual machine adaptation (Ben, Grant)</li> </ul>

## 11/27/2017 - 12/3/2017

<b>Progress</b> <ul style="list-style-type: none"><li>• Iteration 3 development (All)</li><li>• Interim Presentation on Thursday, 11/30 (All)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Limited time to work on presentation (Grant)</li><li>• Lack of presentation preparation (All)</li><li>• Lack of iteration 3 progress, due to the team focusing on the presentation (All)</li></ul>
<b>Plans</b> <ul style="list-style-type: none"><li>• Finalize, practice presentation (All)</li><li>• Continue iteration 3 development (All)</li></ul>	<b>Needs</b> <ul style="list-style-type: none"><li>• Team will focus on presentation (All)</li></ul>

## 11/20/2017 - 11/26/2017

<b>Progress</b> <ul style="list-style-type: none"> <li>• Iteration 2 Development has Finished (All)</li> <li>• Iteration 3 Development Begins (All)</li> <li>• Presentation Prep Begins (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Limited time to work on presentation (Grant)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Create Presentation (All)</li> <li>• Begin Iteration 3 (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Team will focus on presentation (All)</li> </ul>

## 11/13/2017 - 11/19/2017

<b>Progress</b> <ul style="list-style-type: none"> <li>• Iteration 1 tasks continue to be tested and approved (Sponsors + Grant)</li> <li>• Iteration 2 development will finish this week (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Team members save most of their work for the last week of the iteration (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Finish Iteration 2 (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Specific requirements for budget increase request functionality (Austin, Grant, Sponsors)</li> </ul>

## 11/6/2017 - 11/12/2017

<b>Progress</b> <ul style="list-style-type: none"><li>• Iteration 1 tasks continue to be tested and approved (Sponsors + Grant)</li><li>• Iteration 2 development continues into week 3 (All)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Team members save most of their work for the last week of the iteration (All)</li><li>• Issues with production update (Grant)</li></ul>
<b>Plans</b> <ul style="list-style-type: none"><li>• Update production with PR field entry fix (Grant)</li><li>• Continue iteration 2 development (All)</li></ul>	<b>Needs</b> <ul style="list-style-type: none"><li>• Specific requirements for budget increase request functionality (Austin, Grant, Sponsors)</li></ul>

## 10/30/2017 - 11/5/2017

<b>Progress</b> <ul style="list-style-type: none"><li>• Beginning Sponsor Sign-off on Iteration 1 tasks (All + Sponsors)</li><li>• Iteration 2 development (All)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Leftover Iteration 1 testing delays Iteration 2 development (All)</li></ul>
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	<ul style="list-style-type: none"> <li>• Only one large task besides 1.1, split up amongst 3 members? (All)</li> <li>• External priorities delay development (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Enable Sponsor Testing (All)</li> <li>• Clean up Iteration 1 tasks (All)</li> <li>• Receive Sponsor Sign-off on all Iteration 1 tasks (All)</li> <li>• Begin development on Iteration 2 tasks (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Sponsor Sign-off on tasks (Grant + All)</li> </ul>

**10/23/2017 - 10/29/2017**

<b>Progress</b> <ul style="list-style-type: none"> <li>• Finishing up Iteration 1 development (All)</li> <li>• Beginning Sponsor Signoff on Iteration 1 tasks (All + Sponsors)</li> <li>• Starting Iteration 2 development (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Leftover Iteration 1 tasks delay Iteration 2 development (All)</li> <li>• Feedback from Sponsor Review delays Iteration 2 development (All)</li> <li>• External priorities delay development (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Clean up Iteration 1 tasks (All)</li> <li>• Receive Sponsor Signoff on all Iteration 1 tasks (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Sponsor Signoff on tasks (Grant + All)</li> </ul>

<ul style="list-style-type: none"> <li>• Begin development on Iteration 2 tasks (All)</li> </ul>	
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## 10/16/2017 - 10/22/2017

<b>Progress</b> <ul style="list-style-type: none"> <li>• Continuing Iteration 1 Development (All)</li> <li>• Local Environment Development Has Stalled (Ben + Grant)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Local Environment Setup was a massive timesink (~25-30 hours of development time), and hasn't worked so far. (Ben + Grant)</li> <li>• Iteration 1 development is still well below what's expected entering the last week (All)</li> <li>• Development is hampered by the lack of local environment (All)</li> <li>• Difficulties still exist pushing code to the testing server (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Attempt to Finish Iteration 1 (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• More time logged to tasks (All)</li> <li>• Finishing touches on ability to move code to staging (Ben)</li> </ul>

## 10/9/2017 - 10/15/2017

<p><b>Progress</b></p> <ul style="list-style-type: none"> <li>• Continuing Iteration 1 Development (All)</li> <li>• Progress Made with Getting Local Environment Working (Grant)</li> </ul>	<p><b>Risks</b></p> <ul style="list-style-type: none"> <li>• Local Environment Setup Continues to be a Chore, Hampers Development (Grant)</li> <li>• Other Class Commitments Limit Development Time (All)</li> <li>• Longer Iteration Time Means More Last-Minute Work (All)</li> <li>• Not Many Hours have been Logged the First Half of Iteration 1 (All)</li> <li>• No Tasks have been Officially Closed as of Week 3 Start (All)</li> </ul>
<p><b>Plans</b></p> <ul style="list-style-type: none"> <li>• Continue Iteration 1 Development (All)</li> <li>• Get Local Environment Fully Functional (Grant)</li> </ul>	<p><b>Needs</b></p> <ul style="list-style-type: none"> <li>• A Better Local Environment Setup (Grant)</li> <li>• More Time Logged to Tasks (All)</li> </ul>

**10/2/2017 - 10/8/2017**

<p><b>Progress</b></p> <ul style="list-style-type: none"> <li>• Continuing Iteration 1 Development (All)</li> <li>• Code Access Granted to All Developers (Ben)</li> </ul>	<p><b>Risks</b></p> <ul style="list-style-type: none"> <li>• Local Environment Setup Continues to be a Chore, Hampers Development (Grant)</li> <li>• Other Class Commitments Limit Development Time (All)</li> </ul>
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<ul style="list-style-type: none"> <li>• Version Control Standards Established (Grant)</li> </ul>	<ul style="list-style-type: none"> <li>• Longer Iteration Time Means More Last-Minute Work (All)</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Continue Iteration 1 Development (All)</li> <li>• Try to Find Usable Local Environment Setup (Grant)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• A Better Local Environment Setup (Grant)</li> </ul>

**9/25/2017 - 10/1/2017**

<b>Progress</b> <ul style="list-style-type: none"> <li>• Domain Model Finished (Austin, Ryan)</li> <li>• Iteration 1 Started (All)</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Local-Machine Testing is proving to be incredibly tricky</li> <li>• Mis-estimation of hours for each task due to lack of code understanding</li> <li>• Overcommitment for this iteration</li> </ul>
<b>Plans</b> <ul style="list-style-type: none"> <li>• Establish Development Procedures &amp; Practices (All)</li> <li>• Begin Iteration 1 Development (All)</li> </ul>	<b>Needs</b> <ul style="list-style-type: none"> <li>• Consensus on what bug-tracking tool to use (All)</li> <li>• Clarification on tasks as needed from the sponsors (Dr. DeBartolo &amp; Ms. Fisher)</li> </ul>



## 9/18/2017 - 9/24/2017

<b>Progress</b> <ul style="list-style-type: none"><li>• Process &amp; Project Plan Created (Grant &amp; Ryan)</li><li>• Domain Model (Austin &amp; Ryan)</li><li>• Schedule Created (Team)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Sponsors Object to Process &amp; Project Plan</li><li>• Initial development time estimates for tasks could be off</li></ul>
<b>Plans</b> <ul style="list-style-type: none"><li>• Begin First Iteration (Team)</li></ul>	<b>Needs</b> <ul style="list-style-type: none"><li>• Lost access to shared account on Nitron (Kurt)</li></ul>

## 9/10/2017 - 9/17/2017

<b>Progress</b> <ul style="list-style-type: none"><li>• Project Synopsis Written (Ryan)</li><li>• Rough WBS Created (Grant)</li><li>• Blog Site Ported to SE Department Servers (Ben)</li><li>• Unsuccessfully searched for prior teams source code (Austin)</li></ul>	<b>Risks</b> <ul style="list-style-type: none"><li>• Schedule Estimates Incorrect due to lack of experience and knowledge of the current solution</li><li>• Getting access to the prior team's code takes longer than expected</li></ul>
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## Plans

- Cement WBS (Grant)
- Create Tentative Project Plan (Grant)
- Start Domain Model (Austin)

## Needs

- Access to the Codebase from ITS