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| --- | --- |
| Iota Gamma Directory Conversion  [This Photo](https://whatisprojectmanagement.wordpress.com/) is licensed under [CC BY-NC-ND](https://creativecommons.org/licenses/by-nc-nd/3.0/) | Project Status Report  Working Group 4  Peter Palmisano, Instructor  Feb 4, 2018 |

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# Executive Summary

Percent Complete: 18%

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Scope | Schedule | Cost | Risks | Quality |

This project status report serves as an assessment for Working Group 4’s (WG4’s) Iota Gamma Directory Conversion (“IGDC”) project. This review reflects progress as of Feb 3, 2018.  The team has been tracking all hours spent on work performed.

The project is currently behind schedule, under budget and within scope. There is a slight variance in cost, but no thresholds have been surpassed. Risk has increased due to the fact that some portions of the design phase are not complete. Quality assessment is based on the team’s comfort level with the detail at this point.

# Work Realization

## **Key Performance Indicators**

The key performance indicators for this current project are the cost and the schedule. The following earned value management table will determine current variances and performance indexes.

|  |  |
| --- | --- |
| SPI | 0.653 |
| Schedule Variance | ($3166.26) |
| CPI | 1.207 |
| Cost Variance | 1,021.56 |

Schedule - The project is behind schedule; the SPI and schedule variance support that fact. This is due largely to the project manager’s limited availability during the first three weeks. The team has rallied and has made significant progress. We are confident that we can continue this trend to restore the project to a current status.

Cost - The project is significantly under budget; largely due to resources not being used. This means that resources will be available to use as we progress. The team remains confident that the project will be completed within budget.

## **Work Status**

Work Completed:

This status report addresses the completion of the design phase in WG4’s work breakdown structure. The use cases have been completed as well as the data quality assessment and the denormalization plan.

|  |  |  |  |
| --- | --- | --- | --- |
| **WBS level** | **Description** | **Status** | **%** |
| 2. 1. | Diagram user-system interaction |  |  |
| 2. 1. 1. | Define Use Cases | In Progress | 95 |
| 2. 1. 2. | Create User-Activity Diagrams | Complete | 100 |
| 2. 1. 3. | Standardize scripting nomenclature | In Progress | 75 |
| 2. 1. 4. | Define class domains | In Progress | 90 |
| 2. 2. | Design database system | In Progress |  |
| 2. 2. 1. | Logical design | In Progress |  |
| 2. 2. 1. 1. | Create entity-relationship diagram | In Progress | 20 |
| 2. 2. 1. 2. | Assess data quality | Complete | 100 |
| 2. 2. 1. 3. | Establish domain attributes | In Progress | 85 |
| 2. 2. 1. 4. | Normalize | In Progress | 60 |
| 2. 2. 2. | Physical design | In Progress |  |
| 2. 2. 2. 1. | Determine hardware and performance requirements | In Progress | 60 |
| 2. 2. 2. 2. | Create Denormalization plan | Complete | 100 |
| 2. 2. 2. 3. | Create a data dictionary | In Progress | 95 |
| 2. 3. | Design graphical user interface for website | In Progress |  |
| 2. 3. 1. | Determine design requirements | In Progress | 20 |
| 2. 3. 2. | Sketch the wireframe | In Progress | 90 |
| 2. 3. 3. | Define the style theme | In Progress | 25 |

Late tasks:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Start** | **Finish** | **% Complete** | **Remaining Work** |
| Define Use Cases | Mon 1/8/18 | Mon 2/5/18 | 95% | 2 hrs |
| Standardize scripting nomenclature | Thu 1/11/18 | Mon 2/5/18 | 75% | 3.5 hrs |
| Define class domains | Fri 1/12/18 | Mon 2/5/18 | 90% | 0.75 hrs |
| Determine design requirements | Mon 1/22/18 | Mon 2/5/18 | 20% | 3.5 hrs |
| Sketch the wireframe | Tue 1/23/18 | Tue 2/6/18 | 90% | 2.5 hrs |

Work to be completed:

The development phase has begun. The data quality is rather poor and will require significant scrubbing to make it portable. As an example, the year of initiation appears above the name of a group of initiates in most cases; sometimes it is in the same cell. Additionally, this information is in the same column as the name of the initiates. The spacing between members is not consistent. We have begun this modification which puts us very slightly ahead of schedule in the development area.

Within the next month, the following tasks will be completed in addition to finalizing the outstanding work from the design phase:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **3.** |  | **Development** | | **Hours** |
| 3.1. | | | Create database system (DB) | **36** |
| 3.2 | | | Create user interface (UI) | **26** |
| 3.2.1 | | | Create help guide UI features | **18** |
| 3.3. | | | Create UI-DB scripts | **30** |
| 3.4 | | | Create technical documentation | **40** |

# Risks & Assumptions

The risk that Iota Gamma does not have a website for us to use as a “front page” still exists. We have agreed to proceed without theirs if not provided by Feb 16, 2018. One team member has decided not to sign the non-disclosure agreement that allows us to work with the actual data. There were no risks identified in the completed work to date.

# Change Requests

Change Requests are to be approved at weekly group meetings. There have been no new changes.