|  |  |
| --- | --- |
| Iota Gamma Directory Conversion | Project Status Report  Working Group 4  Peter Palmisano, Instructor  Mar 4, 2018 |

Table of Contents

[Executive Summary 3](#_gjdgxs)

[Work Realization 3](#_30j0zll)

[**Key Performance Indicators** 3](#_1fob9te)

[**Work Status** 4](#_2et92p0)

[Risks & Assumptions 5](#_3dy6vkm)

[Change Requests 6](#_1t3h5sf)

# Executive Summary

Percent Complete: 56%

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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 Mar 11, 2018.  The team has been tracking all hours spent on work performed.

The project is currently on schedule, under budget and within scope. There has been a significant improvement in schedule variance. An efficient level of performance has some tasks completed more quickly than originally anticipated. This is shown by a small cost variance. Risks have decreased due to the fact that the team has decided to proceed with this project as a prototype. Quality assessment is still 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 | 0.930 |
| Schedule Variance | ($1,395.92) |
| CPI | 1.287 |
| Cost Variance | 4,130.65 |

Schedule - The project is very slightly 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.

Possible alternate text: -   
Schedule – The project is very slightly ahead of schedule; the SPI and schedule variance support that fact. This is due to the fact that the team has rallied and now that there is a webhosting site and a glimpse of the finished product, there is a new fervor for getting to the finished product. The team has rallied and has made significant progress. We are confident that we can continue this trend to finish the project to a current status.

Cost - The project is significantly under budget; the team has discovered that they are more skilled in some areas than originally anticipated; this is good because some things will take more time than originally anticipated and we expect to use up most of this surplus. 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 | Complete | 100 |
| 2. 1. 2. | Create User-Activity Diagrams | Complete | 100 |
| 2. 1. 3. | Standardize scripting nomenclature | Complete | 100 |
| 2. 1. 4. | Define class domains | Complete | 100 |
| 2. 2. | Design database system | Complete |  |
| 2. 2. 1. | Logical design | Complete | 100 |
| 2. 2. 1. 1. | Create entity-relationship diagram | Complete | 100 |
| 2. 2. 1. 2. | Assess data quality | Complete | 100 |
| 2. 2. 1. 3. | Establish domain attributes | Complete | 100 |
| 2. 2. 1. 4. | Normalize | Complete | 100 |
| 2. 2. 2. | Physical design | Complete | 100 |
| 2. 2. 2. 1. | Determine hardware and performance requirements | Complete | 100 |
| 2. 2. 2. 2. | Create Denormalization plan | Complete | 100 |
| 2. 2. 2. 3. | Create a data dictionary | Complete | 100 |
| 2. 3 | Design graphical user interface for website | Complete | 100 |
| 2. 3. 1. | Determine design requirements | Complete | 100 |
| 2. 3. 2. | Sketch the wireframe | Complete | 100 |
| 2. 3. 3. | Define the style theme | Complete | 100 |
| 2. 4 | Design quality assurance (QA) tests |  |  |
| 2. 4. 1 | Create user-acceptance tests | Complete | 100 |
| 2. 4. 2 | Create system-integration test | Complete | 100 |
| 2. 4. 3 | Create module test | Complete | 100 |
| 3. 1 | Create database system |  |  |
| 3. 1. 1 | Create Tables | In Progress | 91% |
| 3. 2. | Create user interface (UI) | In Process | 75% |
| 3. 2. 1. | Create Style Theme | Complete | 100% |
| 3.3. | Create UI-DB scripts | In Process |  |
| 3. 4. | Create technical documentation |  |  |
| 3. 4. 1. | Create help guide UI features |  |  |
|  |  |  |  |
|  |  | In Progress | 100 |
|  |  | Complete | 100 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Late tasks:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Start** | **Finish** | **% Complete** | **Remaining Work** |
| Create UI-DB Scripts | Mon 2/26/18 | Wed 2/5/18 | 95% | 2 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:

We are almost done with the development phase. There is some tweaking to be done. Integrating all of the pieces and then testing will begin within the next week. 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

We are now working on the website that Iota Gamma will be using, there have been no new risks identified in the completed work to date.

# Change Requests

Change Requests are to be approved at weekly group meetings. There has been a major change: In the absence of regular participation from Iota Gamma, we decided to create the database as a prototype.

This eliminates sponsorship and therefore the requirements to train users. With this in mind we have reallocated some of the resources to still meet the stated goals. We still plan to make the database meet the needs of the sorority but with minimal direct input form the membership. Some members are still available to test the site.