

Weekly Report for Week Ending 02/15/2013

IBM - OpenStack

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Status Summary

This week we were finally able to meet with our mentor. We used our meeting time to walk through the requirements document and make changes based on his feedback. This was very beneficial and has helped focus the project and keep our commitments realistic. Progress was made in fleshing out use-case details for Dr. Ludwig's project as well as other interested parties.

Top Highlights

- We met with Michael and discussed changes to the system requirements document
- Obtained a more detailed description of the desired workflow for Dr. Ludwig's project
- Acquired additional hard drives from Dr. Denton for Dr. Ludwig's project

Top Lowlights

- We were unable to meet Monday night due to weather conditions
- Unable to complete design document pending directions from mentor

Accomplishments vs. Plan

- Accomplishment - Made Requested Changes for Process Audit #1
 - Owner: Team
 - Status: Complete, requested changes were made
- Accomplishment - Instructor meeting
 - Owner: Team
 - Status: Complete

- Accomplishment - Updated Initiation and Planning document, Requirements Specification, and MS Project Plan
 - Owner: Team
 - Status: John updated the initiation and planning document to match what was submitted in class as the version that was on our share Google drive folder did not contain all the requested changes. Everyone contributed to updating the requirements specification, Jack and John populated the verification column of the low-level requirements. Justin added a new row for Project IDs to the MS Project Plan that corresponds with document requirements.
- Plan - Complete outline of use cases
 - Owner: Team
 - Status: Justin started a formal document that outlines our use cases in detail. It currently features a description and a sequence of how the case will be used. We will likely be adding more details including requirements and dependencies. We have three cases started with more to come.
 - i. Teaching a Linux/Windows Class
 - ii. Dr. Ludwig's project for collecting harvest data
 - iii. A video rendering project for Shane Reetz
- Plan - Continue Faculty Outreach
 - Owner: Team
 - Status: Ongoing. We will be more persistent with Dr. Nygard next week, likely going to his office to talk to him directly.
- Plan - Complete Design Document based on mentor feedback
 - Owner: Team
 - Status: During our weekly meeting, our mentor requested that we revisit some parts of the requirements document, and obtain more details for potential department use-cases that can be incorporated into the design document.

Goals for Next Week

- Continue setting up an OpenStack environment
 - Owner: Team
- Install new hard drives provided by Dr. Denton
 - Owner: Team
- Continue developing use-cases with department faculty
 - Owner: Team

Risks

ID#	Status	Risk	Owner	Probability / Priority	Impact	Trigger	Recommendation / Resolution
R001	Incomplete	Unable to complete design document	Team	100%/Medium	Will set back our progress	Decision with team and mentors during next meeting	We will complete this document by Monday evening for review on Tuesday

Issues

ID#	RID#	Status	Issue	Owner	Due Date	Impact	Recommendation / Resolution
I001		Resolved on 02/05/2013	Need access to more hardware	Team	02/05/2013	Having more hardware will provide us a system that is in a controlled environment	Contact Robert

Project Success Indicator	02/ 01	02/ 08	02/ 15	02/ 22	03/ 01	03/ 08	03/ 15	03/ 22	03/ 29	04/ 05	04/ 12	04/ 26	05/ 03
Planned milestone events are being met	OK	OK	OK										
Budget is under control	OK	OK	OK										
Quality control results are within specifications	OK	OK	OK										
Change control process indicated minimal requests for change	OK	OK	OK										
Project resources are being supplied per schedule and skill levels are adequate	OK	OK	OK										
Project team appears to be cohesive and reasonably happy	OK	OK	OK										
Users seem satisfied with progress of the work	OK	OK	OK										
Top management remains visibly supportive of project goals	OK	OK	OK										
Third-party vendors are delivering quality items on schedule	OK	OK	OK										
Risk events are under control and nothing unusual is appearing	OK	OK	OK										
Project training program is progressing according to plan	OK	OK	OK										
Relationships with support groups appear to have no identifiable issues	OK	OK	OK										