Section 1 Additional Ideas:

* Pre-Development – Project Funding
* Project kickoff
* Marketing to patients of new portal
* unit testing
* Creation of training materials
* Staff training/workshops
* documentation
* user accept testing
* creation of test case
* Regression testing
* Integration testing
* Identification of security scanning tool
* Performing security scan
* Remediation from security scan
* Client sign off for implementation
* System Support put into place
* Perform lessons learned
* Performance testing
* Client satisfaction survey

**Deadline:**

First Draft on Tuesday

Meeting on Wednesday

* **Section 1:**

Michelle: Phase 1, Phase 2, Rational

Steve: Phase3, Pre-development

* **Section2:**

Michelle: Pre-development

Shaima: Phase1

* **Section3:**

Bullet 1&2:

Shaima: Phase1

Steve: Phase 2

Ben: Phase 3

Bullets3&4&5:

Steve

* **Section 4:**

Shaima: Phase1

Steve: Phase 2

Ben: Phase 3

* **Section 5:**

Everyone