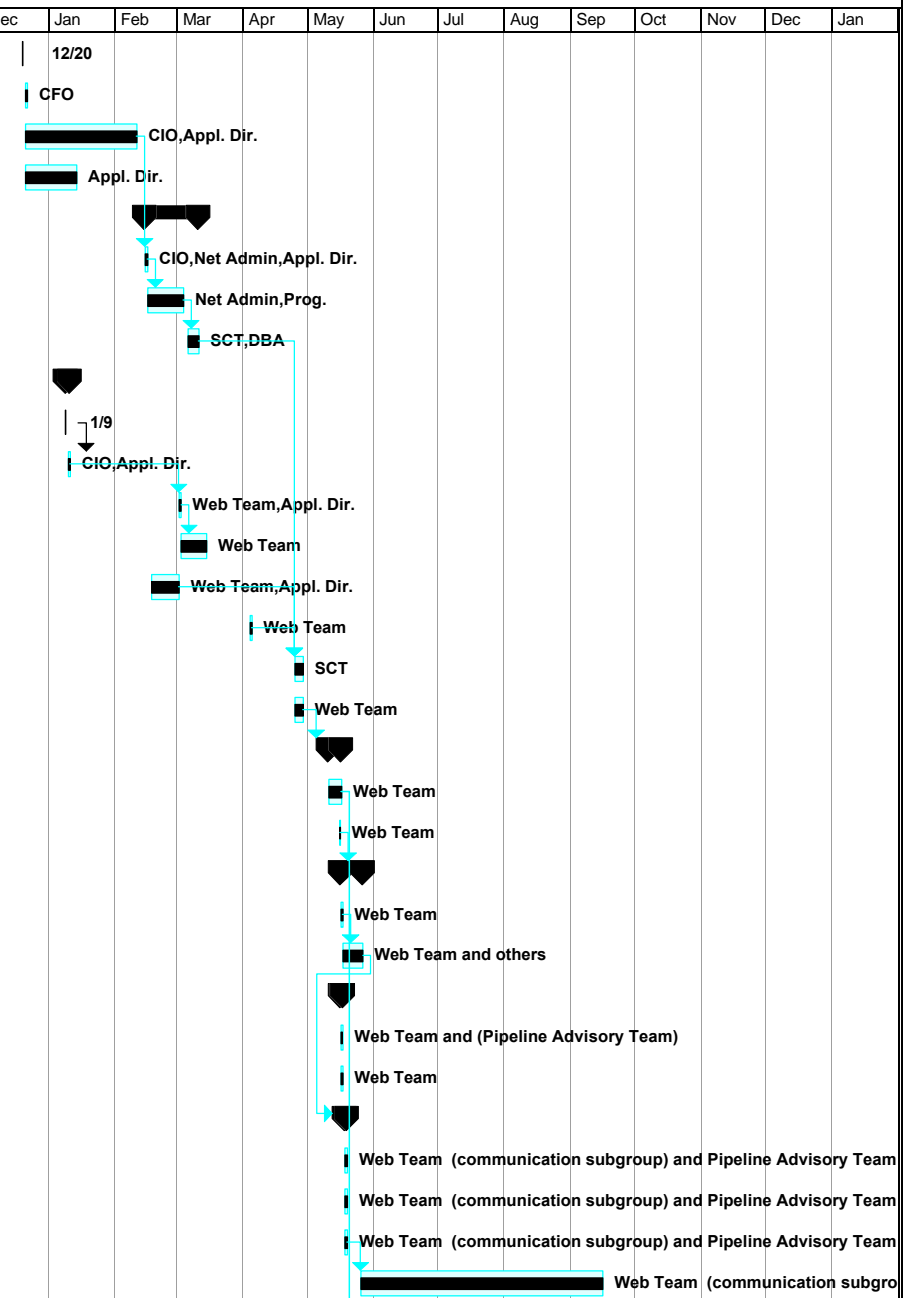


## Pipeline & SCT Web Products Project Plan

ID	Task Name	Duration	Start	Finish	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
1	<b>Start Banner Web Implementation</b>	1 day	Mon 12/20/99	Mon 12/20/99														
2	Sign SCT Contract Addendum	1 day	Tue 12/21/99	Tue 12/21/99														
3	Determine Hardware Requirements	39 days	Tue 12/21/99	Thu 2/10/00														
4	Acquire Software and Documentation	19 days	Tue 12/21/99	Thu 1/13/00														
5	<b>Prepare Environment</b>	<b>19 days</b>	<b>Tue 2/15/00</b>	<b>Fri 3/10/00</b>														
6	Order Hardware	1 day	Tue 2/15/00	Tue 2/15/00														
7	Receive and Install Hardware	13 days	Wed 2/16/00	Fri 3/3/00														
8	Install Web For Products	5 days	Mon 3/6/00	Fri 3/10/00														
9	<b>Form Web Team(s)</b>	<b>2 days</b>	<b>Sun 1/9/00</b>	<b>Mon 1/10/00</b>														
10	Form Technical Team	0 days	Sun 1/9/00	Sun 1/9/00														
11	Form Functional Team	1 day	Mon 1/10/00	Mon 1/10/00														
12	Hold first Web Team Meeting	1 day	Thu 3/2/00	Thu 3/2/00														
13	Plan Implementation	8 days	Fri 3/3/00	Tue 3/14/00														
14	Schedule Training and attendees	9 days	Fri 2/18/00	Wed 3/1/00														
15	Prepare NSCC questions for Trainer	1 day	Tue 4/4/00	Tue 4/4/00														
16	Deliver Training	4 days	Tue 4/25/00	Fri 4/28/00														
17	Review Vanilla Product	4 days	Tue 4/25/00	Fri 4/28/00														
18	<b>Create Phase I (Inquiry) Operational Plan</b>	<b>4 days</b>	<b>Thu 5/11/00</b>	<b>Tue 5/16/00</b>														
19	Define NSCC Implementation Changes	4 days	Thu 5/11/00	Tue 5/16/00														
20	Make Recommendations to BIT	0.5 days	Tue 5/16/00	Tue 5/16/00														
21	<b>Define Phase 1 Scope</b>	<b>8.5 days</b>	<b>Tue 5/16/00</b>	<b>Fri 5/26/00</b>														
22	Determine Student Functionality	1 day	Tue 5/16/00	Wed 5/17/00														
23	Determine Faculty/Advisor Functionality	7.5 days	Wed 5/17/00	Fri 5/26/00														
24	<b>Determine Student Training Requirements</b>	<b>1 day</b>	<b>Tue 5/16/00</b>	<b>Wed 5/17/00</b>														
25	Plan student focus group	1 day	Tue 5/16/00	Wed 5/17/00														
26	Define End-user (Faculty) Training Needs	1 day	Tue 5/16/00	Wed 5/17/00														
27	<b>Define Comm. Plan (Incorporate Pipeline)</b>	<b>1 day</b>	<b>Thu 5/18/00</b>	<b>Fri 5/19/00</b>														
28	Communication for Faculty	1 day	Thu 5/18/00	Fri 5/19/00														
29	Communication for Students	1 day	Thu 5/18/00	Fri 5/19/00														
30	Communication for Staff	1 day	Thu 5/18/00	Fri 5/19/00														
31	Implement Communication Plan	81 days	Fri 5/26/00	Fri 9/15/00														

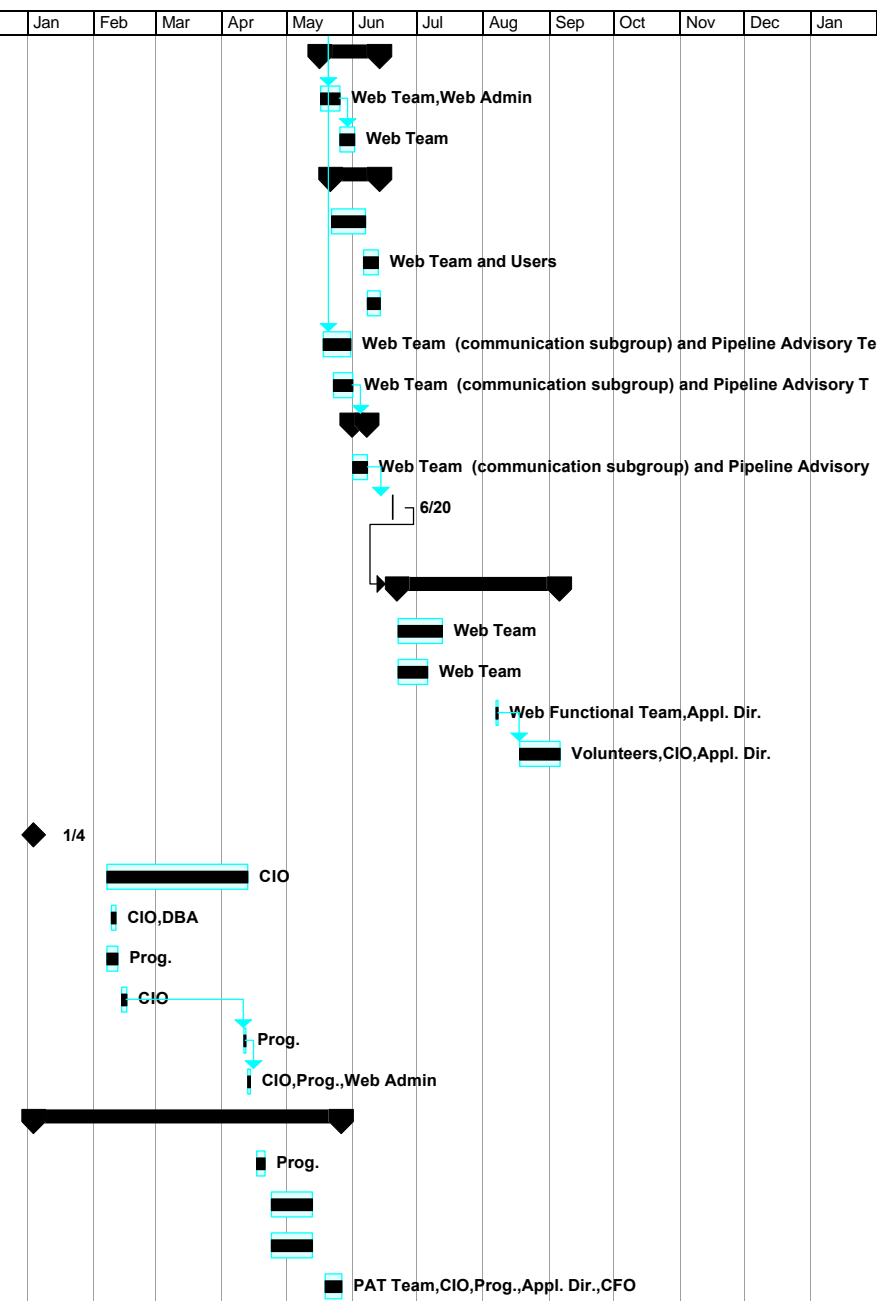


Project: Banner Web for Student and Faculty  
 Date: Wed 7/25/01

Task		Milestone		Rolled Up Split		External Tasks	
Split		Summary		Rolled Up Milestone		Project Summary	
Progress		Rolled Up Task		Rolled Up Progress			

### Pipeline & SCT Web Products Project Plan

ID	Task Name	Duration	Start	Finish	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
32	✓ <b>Customize WEB for North Shore CC</b>	20 days	Wed 5/17/00	Tue 6/13/00														
33	✓ Make NSCC Changes	7 days	Wed 5/17/00	Thu 5/25/00														
34	✓ Test NSCC Changes	5 days	Fri 5/26/00	Thu 6/1/00														
35	✓ <b>WEB TAILOR</b>	17 days	Mon 5/22/00	Tue 6/13/00														
36	✓ Departments Submit all changes	12 days	Mon 5/22/00	Tue 6/6/00														
37	✓ Test in development	5 days	Tue 6/6/00	Mon 6/12/00														
38	✓ Implement in production	4 days	Thu 6/8/00	Tue 6/13/00														
39	✓ Define Production Processes	9 days	Thu 5/18/00	Tue 5/30/00														
40	✓ Define Training Plan	7 days	Tue 5/23/00	Wed 5/31/00														
41	✓ <b>Prepare Training Materials</b>	5 days	Thu 6/1/00	Wed 6/7/00														
42	✓ Write and Publish Documentation	5 days	Thu 6/1/00	Wed 6/7/00														
43	✓ <b>Go Live</b>	1 day	Tue 6/20/00	Tue 6/20/00														
44																		
45	✓ <b>Plan Web Registration Pilot</b>	54 days	Thu 6/22/00	Tue 9/5/00														
46	✓ Determine Policies	15 days	Thu 6/22/00	Wed 7/12/00														
47	✓ Determine impact on Catalog	10 days	Thu 6/22/00	Wed 7/5/00														
48	✓ Set First Target Date	1 day	Mon 8/7/00	Mon 8/7/00														
49	✓ Pilot Web Registration	13 days	Fri 8/18/00	Tue 9/5/00														
50																		
51	✓ <b>Start Campus Pipeline</b>	1 day	Tue 1/4/00	Tue 1/4/00														
52	✓ Begin Information Campaign & Dist. Surveys	48 days	Mon 2/7/00	Wed 4/12/00														
53	✓ Attend 2 days of Training in Salt Lake City	2 days	Wed 2/9/00	Thu 2/10/00														
54	✓ Attend SCT Pipeline Installation Training	5 days	Mon 2/7/00	Fri 2/11/00														
55	✓ Determine Hardware Specifications and Order	2 days	Mon 2/14/00	Tue 2/15/00														
56	✓ Install Software	1 day	Tue 4/11/00	Tue 4/11/00														
57	✓ Train Web Admin on Customizing Pipeline	1 day	Thu 4/13/00	Thu 4/13/00														
58	✓ <b>Email Configuration</b>	105 days	Tue 1/4/00	Fri 5/26/00														
59	✓ Develop on-line account activation form	4 days	Mon 4/17/00	Thu 4/20/00														
60	✓ Finalize Email Procedures for Students	15 days	Mon 4/24/00	Fri 5/12/00														
61	✓ Finalize Email Procedures for Faculty & Emp.	15 days	Mon 4/24/00	Fri 5/12/00														
62	✓ Test Proposed Email Scenarios	6 days	Fri 5/19/00	Fri 5/26/00														



Project: Banner Web for Student and Faculty  
 Date: Wed 7/25/01

Task		Milestone		Rolled Up Split		External Tasks	
Split		Summary		Rolled Up Milestone		Project Summary	
Progress		Rolled Up Task		Rolled Up Progress			

### Pipeline & SCT Web Products Project Plan

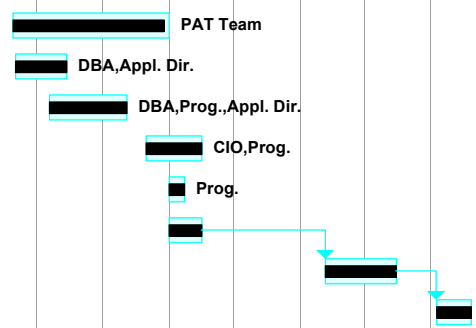
ID	Task Name	Duration	Start	Finish	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
63	✓ PROPOSE PIPELINE EMAIL FOR PT FACULTY	1 day	Tue 1/4/00	Tue 1/4/00														
64	✓ EMAIL DOCUMENTATION TO EMPLOYEES	1 day	Tue 1/4/00	Tue 1/4/00														
65	✓ TEST EMAIL AND SHUTDOWN STUDENT POST O	1 day	Tue 1/4/00	Tue 1/4/00														
66	📅 <b>Customize Pipeline To NSCC</b>	<b>35 days</b>	<b>Mon 4/24/00</b>	<b>Fri 6/9/00</b>														
67	✓ Review changes with PAT Team	15 days	Mon 5/1/00	Fri 5/19/00														
68	✓ Make HTML Changes and Write Content	35 days	Mon 4/24/00	Fri 6/9/00														
69	✓ <b>Enable SCT WEB Integration</b>	<b>170 days</b>	<b>Tue 1/4/00</b>	<b>Fri 8/25/00</b>														
70	✓ Apply Banner Mods to Development System	11 days	Fri 4/21/00	Fri 5/5/00														
71	✓ Apply Banner Mods to Production System	17 days	Fri 4/21/00	Mon 5/15/00														
72	✓ Configure CP Integration with Banner Development	5 days	Mon 5/8/00	Fri 5/12/00														
73	✓ Test SCT seamless integration	8 days	Fri 5/12/00	Tue 5/23/00														
74	✓ Modify Triggers	66 days	Fri 5/26/00	Fri 8/25/00														
75	✓ <i>Configure CP Integration with Banner Prod.</i>	7 days	Mon 6/5/00	Tue 6/13/00														
76	✓ <i>WEB TAILOR (SEE SCTWEB PLAN)</i>	1 day	Tue 1/4/00	Tue 1/4/00														
77	✓📅 Determine Fix for Netscape Browser	6 days	Thu 5/11/00	Thu 5/18/00														
78	✓📅 Form Pipeline Advisory Team (PAT)	2 days	Mon 5/15/00	Tue 5/16/00														
79	✓ Conduct First PAT team Meeting	1 day	Mon 5/22/00	Mon 5/22/00														
80	✓ Conduct second PAT team meeting	1 day	Fri 6/2/00	Fri 6/2/00														
81	✓ Conduct third PAT team meeting	1 day	Wed 6/14/00	Wed 6/14/00														
82	✓ <b>Procedures</b>	<b>46 days</b>	<b>Fri 4/28/00</b>	<b>Fri 6/30/00</b>														
83	✓📅 Determine St. Account Config. & Init. load Params	19 days	Fri 4/28/00	Wed 5/24/00														
84	✓ Determine and create SCT to CP Events	21 days	Fri 4/28/00	Fri 5/26/00														
85	✓ Finalize Documentation for Using Pipeline	11 days	Fri 5/12/00	Fri 5/26/00														
86	✓📅 Develop Procedures - Using CP Announcement Area	11 days	Fri 5/12/00	Fri 5/26/00														
87	✓ Develop Procedures - Student Clubs & Organizations	22 days	Thu 6/1/00	Fri 6/30/00														
88	✓📅 Register CP Production System with Pipeline	1 day	Tue 5/23/00	Tue 5/23/00														
89	✓ Load St. Data into CampusPipeline Dev. System	2 days	Mon 5/22/00	Tue 5/23/00														
90	✓ Finalize Employee Load (GET LIST FROM NANCY)	2 days	Tue 5/23/00	Wed 5/24/00														
91	✓ Test Load Data	4 days	Wed 5/24/00	Mon 5/29/00														
92	✓ <b>Pre Launch Procedures and Tasks</b>	<b>11 days</b>	<b>Tue 6/6/00</b>	<b>Tue 6/20/00</b>														
97	✓ <b>Go Live</b>	<b>1 day</b>	<b>Tue 6/20/00</b>	<b>Tue 6/20/00</b>														

Project: Banner Web for Student and Faculty  
Date: Wed 7/25/01

Task		Milestone		Rolloled Up Split		External Tasks	
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### Pipeline & SCT Web Products Project Plan

ID	Task Name	Duration	Start	Finish	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
98																		
99	Finalize Procedures for account maintenance	53 days	Tue 6/20/00	Thu 8/31/00														
100	<input checked="" type="checkbox"/> Banner 4.0 (compare current events vs.t New 4.0 events)	18 days	Wed 6/21/00	Fri 7/14/00														
101	<input checked="" type="checkbox"/> Install New Release of Pipeline in August	26 days	Fri 7/7/00	Fri 8/11/00														
102	<input checked="" type="checkbox"/> Create student directory (list only activated student account	20 days	Mon 8/21/00	Fri 9/15/00														
103	<input checked="" type="checkbox"/> Banner Class Roster (Modify to show email addresses)	5 days	Fri 9/1/00	Thu 9/7/00														
104	<input checked="" type="checkbox"/> <b>Web Fall Registration Pilot</b>	11 days	Fri 9/1/00	Fri 9/15/00														
105	<input checked="" type="checkbox"/> <b>Early Spring Web Registration</b>	25 days	Mon 11/13/00	Fri 12/15/00														
106	<input checked="" type="checkbox"/> <b>Full Web Spring Regsitraton</b>	12 days	Thu 1/4/01	Fri 1/19/01														



Project: Banner Web for Student and Faculty  
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Task		Milestone		Rolled Up Split		External Tasks	
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## Pipeline & SCT Web Products Project Plan

### 3 Determine Hardware Requirements

SCT was not responsive in giving us the detailed information we requested, thus creating a delay.

### 19 Define NSCC Implementation Changes

- 1) Determine what buttons to turn off
- 2) Determine what text to revise (informational messages, etc.)

### 20 Make Recommendations to BIT

- 1) Recommend what buttons to turn off
- 2) Recommend what text to modify
- 3) Discuss implementation date (expected mid June) and to only have inquiry access available at that time.
- 4) Registration procedures will follow after initial rollout

### 23 Determine Faculty/Advisor Functionality

Faculty Advisors need to be included on Team in order to Determine

### 24 Determine Student Training Requirements

- 1) This will depend on the merging of the WEB product with CampusPipeline
- 2) Student Training could be greatly simplified with Pipeline Integration:
  - Distribution of Accounts
  - On-line instructions and information, etc., are readily available within Pipeline
  - Gather feedback from a student focus group (pre-pilot) to further identify needs.

### 26 Define End-user (Faculty) Training Needs

Dependant on rollout and possible convergence with Pipeline product

### 28 Communication for Faculty

- 1) Demonstrations to students
- 2) Further demonstrations given at Managers Meeting on June 7
- 3) Launce Event for administration, community dignitaries, Key faculty, Students and press
- 4) Open student training to be conducted one day per week for the entire month of June
- 5) 7 large banners to be provided from Pipeline - to be hung in high traffic areas
- 6) 300 Posters to be made available from Pipeline - to be hung on doors of each classroom
- 7) Email communications to the entire community
- 8) Information Handouts
- 9) T-shirts to students participating in demos or login in on launch week
- 10) Provide Pipeline Mouse Pads and install in all computer laboratories.

### 29 Communication for Students

- 1) Demonstrations to students
- 2) Further demonstrations given at Managers Meeting on June 7
- 3) Launce Event for administration, community dignitaries, Key faculty, Students and press
- 4) Open student training to be conducted one day per week for the entire month of June
- 5) 7 large banners to be provided from Pipeline - to be hung in high traffic areas
- 6) 300 Posters to be made available from Pipeline - to be hung on doors of each classroom
- 7) Email communications to the entire community
- 8) Information Handouts
- 9) T-shirts to students participating in demos or login in on launch week
- 10) Provide Pipeline Mouse Pads and install in all computer laboratories.

### 30 Communication for Staff

- 1) Demonstrations to students
- 2) Further demonstrations given at Managers Meeting on June 7
- 3) Launce Event for administration, community dignitaries, Key faculty, Students and press
- 4) Open student training to be conducted one day per week for the entire month of June
- 5) 7 large banners to be provided from Pipeline - to be hung in high traffic areas
- 6) 300 Posters to be made available from Pipeline - to be hung on doors of each classroom
- 7) Email communications to the entire community
- 8) Information Handouts
- 9) T-shirts to students participating in demos or loggin in on launch week
- 10) Provide Pipeline Mouse Pads and install in all computer laboratories.

### 41 Prepare Training Materials

- 1) Cordinate with Pipeline
- 2) Make information available to all NSCC community within Pipeline

### 60 Finalize Email Procedures for Students

Questions and Recommendations:

Question:

- 1) When do students get populated into Pipeline (upon Registration, Upon Application acceptance, etc.)

Recommendation:

- 1) All students will have their email account within Pipeline and no longer have access to GroupWise. (We need to gain approval from Pipeline advisory team)

## Pipeline & SCT Web Products Project Plan

### 61 Finalize Email Procedures for Faculty & Emp.

Currently we are investigating two options:

Option 1: Use the IMAP capabilities within Pipeline to make the default email within Pipeline use the GroupWise mail engine.

Option 2: Change the email button within Pipeline to point to the GroupWise Web interface email system. We have run into bottlenecks with this because Pipeline is stating that this may be breaking copyright.

### 66 Customize Pipeline To NSCC

See Attachment (PIPELINE Content Customization Table)

### 77 Determine Fix for Netscape Browser

Internet Explorer works with SCT WEB and Banner Pipeline but Netscape gives an error that it cannot find a file.

### 78 Form Pipeline Advisory Team (PAT)

Pipeline Advisory Team will:

- Recommend what internal links should be activated
- Determine what information should be associated with what link available within the Pipeline environment
- Discuss training needs and make recommendations on how to best meet potential training needs
- Advise on how best to implement email based on options that will be available
- Develop a clear and attainable communication plan that takes into account the SCT WEB products and the intended functionality of that products initial rollout.
- Develop a rollout plan that will be publicly supported by various constituents of the College.

### 83 Determine St. Account Config. & Init. load Params

Questions and Recommendations:

Question:

1) When do students get populated into Pipeline (upon Registration, Upon Application acceptance, etc.)

Recommendation:

1) All students will have their email account within Pipeline and no longer have access to GroupWise. (We need to gain approval from Pipeline advisory team)

2) Use a username and password scheme that will seamlessly activate the SCT ID number/pin pair with that student.

### 86 Develop Procedures - Using CP Announcement Area

See Attachment (Campus Announcement Procedures)

### 88 Register CP Production System with Pipeline

Finalize name and any DNS changes that must take place

### 99 Finalize Procedures for account maintenance

Need to meet with Alumni and PAT