

Project Plan



Details

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| Project Name: | OneIT – Identity and Access Management Sub 5: Enhance IowaOne ID Card System |
| Project Team Leads: | Mike Noel, Brandon Mills, Jordan O’Konek |
| Project Manager: | Kris Halter |
| TeamDynamix Project Number: | 241151 |

Project Overview (What is going to be accomplished)

This project enhances and extends the Campus IowaOne ID Card system. The first component of the project is to provide door access support for the multiple ID cards that the UIHC staff may have. The second component is to provide advanced ID image capabilities including the ability upload ID Images and web services to access multiple image sources.

Enable use of additional UIHC cards for door access service

The enterprise ID card database contains both Iowa One card and the UIHC badge information. The enterprise ID card database was originally designed to track the primary charging card for eligible faculty, staff, and students. Electronic door access swipe and prox reader services for AMAG and Millennium have been layered onto the enterprise ID card database. UIHC supports and requires multiple ID Card/badges based on a staff member’s various roles. These card credentials are eligible for use in the door access systems, but given the constraints of the enterprise ID Card database have to be entered and managed into the door access system via manual processes.

This project component is to bring additional UIHC cards into the managed credential space. Support will be provided for:

1. Non-charging cards issued as a person’s primary card
2. Cards issued to UIHC ancillary appointments

Develop an ID photo upload system

This effort is two-fold. The first provides the ability for people to upload their own photo for their ID Card. A system will be developed that allows the upload of photos and an approval/editing process for the ID Card Office prior to generating the ID Card. This will save a tremendous amount of time for students during orientation and allow students at remote campuses to obtain an ID card without having to visit campus. Secondly, this effort will enhance the ID Card web services to provide access to a variety of ID photos for class lists and other campus applications.

Key benefits of this project are –

1. Better service delivery to campus through evolved identity management
2. Use of single credentials across departments supports simpler, more cohesive, service integration for customer access.
3. Reduced implementation time and effort for services using enterprise credentials
4. Consolidation of services and associated overhead

Project Plan

Project Staffing (Who will perform the work)

| Team Member | Role, Skill Set | Estimated Time Commitment (hrs) |
|----------------|--------------------------------------|---------------------------------|
| Mike Noel | Project Leader | 10 |
| Jordan O'Konek | Project Leader, Developer | 100 |
| Brandon Mills | Project Leader | 10 |
| Kris Halter | Project Manager | 10 |
| Dave Bress | Developer, Application Administrator | 200 |
| Devin Irons | Developer | 200 |
| UIHC | Customer | 20 |
| ID Card Office | Service Owner | 20 |
| Total | | 570 |

Project Schedule (When will the work be started/completed)

| Milestone | Target | Status |
|--|----------|--------------------------------|
| Enable use of additional UIHC cards for door access service | 1/1/2016 | 75% - Remainder deferred |
| Develop an ID photo upload system. (Selfie) | 4/1/2015 | Complete |
| ID Photo Web Service enhancement to use multiple image databases | 8/1/2015 | Complete |

Project Budget

Only project budget item identified at this time is the actual implementation effort, 570hrs or \$37,050

Change Control Plan (What is the process for managing change)

Substantial changes to project scope will be brought to the OneIT Steering Committee for evaluation and resolution.

Communications Plan (How will information be communicated)

| Target Audience | Primary Contact | Communication Mechanism | Frequency | Purpose/Description of Communication | Author/Owner |
|---------------------------------|-----------------|---------------------------|---------------------------|--------------------------------------|--------------|
| OneIT Steering Committee | Program Office | Email, meeting discussion | Monthly, ad hoc as needed | Updates on project, feedback | |
| Project Team | Kris Halter | Email, meeting discussion | Monthly, ad hoc as needed | Updates on project, feedback | |
| OneIT Leaders | Chris Clark | Email, meeting discussion | Monthly, ad hoc as needed | Updates on project, feedback | |

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| App Dev | Valerij Petrulevich | Email, meeting discussion | Monthly, ad hoc as needed | Updates on project, feedback | |
| IAM Advisory Committee | Kris Halter | Email, meeting discussion | Monthly, ad hoc as needed | Updates on project, feedback | |

Risk Management Plan

| Risk Number | Risk Description | Likelihood (H,M,L) | Impact (H,M,L) | Mitigation Strategy |
|-------------|--|--------------------|----------------|---|
| 1 | Confusion regarding change of primary card (old and new badges not visually distinguishable) | M | L | Communications instructing affected individuals to carry all cards during transition. |
| 2 | Incorrect automated selection of preferred (primary) card | L | M | Prefer other (bypass/override) process |
| 3 | Staff unfamiliarity using new photo upload process | M | L | Training and documentation |
| 4 | Inconsistent "acceptable" photo standards | M | L | Training and documentation |

Issue Tracking and Resolution Plan

Issues will be tracked and resolutions captured on the IAM Sharepoint site

Metrics / Key Performance Indicators

Photo Upload Metrics

- Percentage of uploads
- Percentage of Students using upload system
- Web service calls

Card Service Metrics

- Number of active cards per user

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| <input type="checkbox"/> | Project Plan Approval Date | MM/DD/YY |
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