

WEB HOSTING: DRUPAL DIGITAL SIGNAGE

Project Information

Project Team Leads:	Mark Ahrens Andy Jenkins
Project Manager:	Jessica Richardson
TeamDynamix Project Number:	206157

Project Overview

This project is intended to standardize and consolidate all existing Drupal digital signage (DDS) instances on campus into one centrally hosted service. The Drupal digital signage service is to have a single point of contact (service owner) and shared decision making and development between interested stakeholders, such that it is developed and maintained to meet the needs of all campus stakeholders. The CLAS source code will be the basis for the central Drupal digital signage solution

High Level tasks

- Gathering technical requirements
 - Build platform to host locally, re-evaluate after Drupal Hosting sub-project is completed
 - Determine source control model
 - Pilot signs
 - Go-live development (widgets, features, bug fixes)
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Project Staffing

Who	Skill Set	Estimated Time Commitment
Bill Bacher	Systems Administration	10 hours
Mark Bennett	Application Developer	60 hours
Brandon Neil	Application Developer	60 hours
Rick Porter	Application Developer	30 hours
Cale Bierman	Application Developer	30 hours
James Fuller	Application Developer	30 hours
Mark Ahrens	Application Developer/Project Lead	20 hours
Jessica Richardson	Service Owner/Project Manager	30 hours
Andy Jenkins	Project Lead	10 hours

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Project Plan



Project Schedule

#	WBS	Task	Assignee	Start	End	Status
1	1	Requirements	DSS project team	7/1/2015	1/27/2015	In Process
2	1.1	Survey current DDS users	DDS project team	6/1/2015	6/15/2015	completed
3	1.2	Housing and Dining	Mark Bennett	7/1/2015	8/1/2015	In Process
4	2	Platform Setup	Ahrens, Bennett, Neil, Porter	7/1/2015	8/1/2015	In Process
5	2.1	Project Setup in Stash	Mark Ahrens	7/1/2015	7/1/2015	Completed
6	2.2	Code moved to Repository	Mark Bennett/Mark Ahrens	7/21/2015	7/22/2015	Completed
7	2.3	Code Deployment	Brandon Neil/Rick Porter	7/21/2015	7/28/2015	Completed
8	2.4	Testing/Debugging	Brandon Neil/Rick Porter	7/28/2015	7/31/2015	In Process
9	3	Pilot Phase	Bennett, Neil, Church	8/1/2015	8/14/2015	In Process
10	3.1	Helpdesk Sign	Jessica Church	8/1/2015	8/7/2015	Not Started
11	3.2	CLAS Signs	Mark Bennett	8/1/2015	8/14/2015	Not Started
12	3.3	Medicine/Education/Engineering Pilot Sign(s)	Jessica Church/Mark Bennett	8/1/2015	8/14/2015	Not Started
13	4	Widgets/Go live dev	Bennett, Neil, Bierman	8/3/2015	8/31/2015	Not Started
14	4.1	Weather		8/3/2015	8/31/2015	Not Started
15	4.2	ITC Availability		8/3/2015	8/31/2015	Not Started
16	4.3	Localist		8/3/2015	8/31/2015	Not Started
2	4.4	Slideshow		8/3/2015	8/31/2015	Not Started
18	4.5	Bongo		8/3/2015	8/31/2015	Not Started
19	4.6	Pentacrest Webcam		8/3/2015	8/31/2015	Not Started

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#	WBS	Task	Assignee	Start	End	Status
20	4.6	CLAS Events		8/3/2015	8/31/2015	Not Started
21	4.7	CLAS News		8/3/2015	8/31/2015	Not Started
22	4.8	RSS Ticker		8/3/2015	8/31/2015	Not Started
23	4.9	RSS List		8/3/2015	8/31/2015	Not Started
24	4.10	Dining Locations List		8/3/2015	8/31/2015	Not Started
25	4.11	Slide Scheduling		8/3/2015	8/31/2015	Not Started
26	4.12	Twitter		8/3/2015	8/31/2015	Not Started
27	4.13	Hawk Alert Config		8/3/2015	8/31/2015	Not Started
28	6	Migrations	Bennett, Neil, Bierman, Church, Arant	9/1/2015	9/30/2015	Not Started
29	6.1	CLAS managed signs	Mark Bennett	9/1/2015	9/30/2015	Not Started
30	6.2	ITS managed signs	Brandon Neil/Cale Bierman	9/1/2015	9/30/2015	Not Started
31	6.3	GC signs	Matt Arant	9/1/2015	9/30/2015	Not Started
32	7	Go Live		10/1/2015	10/1/2015	Not Started

Communications Plan

Target Audience	Primary Contact	Mechanism	Frequency	Purpose/Description of Communication	Owner
OneIT Steering Committee	Program Office	Phone, email, IM, meetings	Daily/weekly	Project decisions, collaboration, work	Andy Jenkins/Mark Ahrens
Web Hosting Project Team	Mark Ahrens/Andy Jenkins	Phone, email, IM, meetings	Daily/weekly	Project decisions, collaboration, work	Andy Jenkins/Mark Ahrens/Romy Bolton
OneIT Leaders	Chris Clark	Email, presentation	As needed at monthly meetings	Feedback from community, updates on project	Andy Jenkins/Mark Ahrens/Romy Bolton
ITAdmin Community	ITAdmin Planning Committee	Email, presentation	As needed at monthly meetings	Feedback from community, updates on project	Andy Jenkins/Mark Ahrens/Romy Bolton
Web Community	Mark Ahrens	Email, presentation	Presentation, Quarterly	Feedback from community, updates on project	Andy Jenkins/Mark Ahrens/Romy Bolton
OneIT Steering Committee	Program Office	Phone, email, IM, meetings	Daily/weekly	Project decisions, collaboration, work	Andy Jenkins/Mark Ahrens

Project Budget

Activity	Estimated Hours	Rate	Cost
Requirements Gathering	20	\$ 65.00	\$ 1,300.00
Platform Setup	40	\$ 65.00	\$ 2,600.00
Pilot Phase	20	\$ 65.00	\$ 1,300.00
Widget/Go Live Development	80	\$ 65.00	\$ 5,200.00
Migrations	120	\$ 65.00	\$ 7,800.00
Total	280		\$ 18,200.00

Change Control Plan

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

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Risk Management Plan

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

Metrics/Key Performance Indicators

Number of signs converted to centrally hosted Drupal Digital Signage

Key Dates

Project Plan Approval Date MM/DD/YYYY