

# Monthly Status Report

## Blackboard Enterprise Learning Management System

<b>Project Name:</b>	Blackboard Enterprise LMS
<b>Sponsor:</b>	Darin King
<b>Report Type:</b>	Execution
<b>For Period:</b>	November 2017
<b>Project Manager:</b>	Angela O'Leary

### EXECUTIVE SUMMARY

<b>Overall Summary</b>	<b>Prior Status</b>	<b>Green</b>	<b>Current Status</b>	<b>Green</b>
<b>Green</b>	The project is within 20% variance of the currently approved baseline for budget and schedule, and is expected to substantially meet all of the business objectives established in the startup report.			
<b>Yellow</b>	The project has exceeded 20% variance of the currently approved baseline for budget and/or schedule and is expected to substantially meet all of the business objectives established in the startup report.			
<b>Red</b>	The project is at risk of termination, or at risk of not substantially meeting the business objectives established in the startup report.			

Overall, the project status is green for both the budget and schedule this month. Below is more detail on project accomplishments and expected accomplishments for this month.

#### SaaS Migration/Conversion of Courses

Campus	Status	Campus	Status
BSC	Complete	DSU	Converted Spring courses (15) to Production 100% complete Build (18) courses in STG migrate to Production- 20% complete
LRSC	Remaining – Move Spring 2018 courses- 8 left 50% complete	DCB	Converted/loaded Spring and Summer courses to Production 100% complete Plan to convert Fall courses in Jan. 2018
NDSCS	Remaining- Move Spring 2018 courses- 30% complete	MaSU	Converted/loaded Summer 2018 courses to Production 100% Complete Plan to convert Spring/Fall courses in Jan. 2018
VCSU	Complete	MiSU	Work with Blackboard to archive/migrate courses to SaaS in early Spring term
WSC	Complete	NDSU	Review sampling courses in SaaS STG Environment- 80% complete
UND	Remaining courses- Real Estate scheduled for Nov. 24 <sup>th</sup> weekend		

#### SIS Integration

Configuration complete on the Campus Solutions system to begin high level testing for grades integration. The teams meet bi-weekly. Target soft rollout Summer 2018.

#### Governance

Since the last EAC, three decisions have been made:

- Create a module that is displayed on the login page for 3 business days after an outage occurs  
Additional details are in the linked document below
- Q4 install to PRD- date identified as Jan. 4<sup>th</sup>
- Brad Mills from VCSU is the new technical chair and Chad Busy from UND is the new vice-chair
- [Recap- Governance Decisions Made to Date](#)- updated on 10.24.17

## Monthly Status Report

### **Reporting Framework**

- Dan Shumm was onsite October 19, 2017 to work on additional reports identified and cross train CTS
- Two reports: Student Activity Report for Financial Aid have been installed in Production
- Dan is currently working on the un-enroll report for CTS

### **Cumulative Update 4**

Release Notes posted and available [HERE](#) and on the Collaborative Community site. Governance decided to install CU4 to Production on January 4, 2018

### **Building Blocks / LTIs**

- Continue to place B2's for NDSU in STG for testing purposes
- Continue to work with DSU on any additional B2's for their go-live Spring 2018

### **Training**

- CTS continues with GUI Admin online course
- CTS offered Content Mgmt/Best Practices course to all campuses October 17, 2017
- CTS is offering a grades course scheduled for November 15, 2017
- MiSU completed Collaborate End User training October 4 and 25 scheduled second session Nov. 8<sup>th</sup>
- MaSU completed Templates (shared session with DCB) training October 19, 2017, scheduled to take Grades training Nov. 15 and Designing Course Structure Nov. 29<sup>th</sup>
- DSU completed Grades Center training October 17, 2017
- DCB Completed Templates (shared with MaSU) training October 4 and 19

# Monthly Status Report

## COST MANAGEMENT

Summary		Prior Status	Green	Current Status	Green																						
Green	Variance to cost is within 10%																										
Yellow	Variance to cost equals or exceeds 10%, but is within 20%																										
Red	Variance to cost equals or exceeds 20%																										
<ul style="list-style-type: none"> <li>CTS/Campuses will discuss how to use the renewal of innovation funds in the upcoming year.</li> </ul>																											
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<ul style="list-style-type: none"> <li>The budget is showing savings due to the following: <ul style="list-style-type: none"> <li>Waiting for invoice from Bb for Dan Shumm's onsite visit</li> <li>Campuses have opted for remote Bb training versus onsite therefore there are no travel cost</li> </ul> </li> </ul>																											
Budget Type	Original Budget	Current Revised Baseline 2017 OCT	Actual Cost	% Cost Variance	Over Under	Estimate at Completion																					
Blackboard Software	\$1,236,102	\$0	\$1,236,105																								
Blackboard Services	\$497,200	\$0	\$497,200																								
ePlus	\$503,676	\$0	\$150,000																								
Travel Costs	\$133,000	\$0	\$51,432.71																								
Risk	\$0	\$0																									
<b>Project Budget</b>	<b>\$2,369,978.00</b>	<b>\$0</b>	<b>\$ 1,934,737.71</b>	<b>2.2%</b>	<b>Under</b>	<b>\$ 2,326,207.38</b>																					
Help Desk (eColleges 1 <sup>st</sup> year)	\$0	\$39,500	\$39,500																								
Learn Admin Certification for CTS	\$0	\$6,400	\$6,400																								
Learn Admin Certification for System Admins	\$0	\$17,095	\$17,095																								
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<b>Baseline Sub-Total</b>	<b>\$2,369,978</b>	<b>\$2,916,203</b>	<b>\$ 2,480,962.71</b>																								
Management Reserve	\$597,000.00	\$50,775																									
<b>Total Budget</b>	<b>\$2,966,978.00</b>	<b>\$2,916,203</b>																									

# Monthly Status Report

## SCHEDULE MANAGEMENT

Summary	Prior Status	Green	Current Status	Green
<b>Green</b>	Variance to schedule is within 10%			
<b>Yellow</b>	Variance to schedule equals or exceeds 10%, but is within 20%			
<b>Red</b>	Variance to schedule equals or exceeds 20%			

High-level milestones are outlined in the chart below. These milestones have been broken down into smaller tasks that are monitored for status tracking purposes by CTS PM.

Milestones that are flagged as having "Some Issues Delays":

- System Governance Decisions continue to be flagged for the following reasons:
  - Topics are time sensitive and continue to require a quick turnaround from the campuses
  - Encouraging information sharing and improved communication among committee members continues to be a priority

### PROJECT TIMELINE/STATUS: North Dakota University System



On Track/No Issues  
Some Issues/Delays  
At Risk  
Complete

School	Current LMS	Targeted Go Live Date*	% Complete (Overall)	eCollege 1-day planning onsite	Kick off	ATP	System Gov/ Decisions	Course Conversion	TPD Intro Meeting	SIS Integration	SaaS Migration	Learn Training (Admin)	Learn Training (End User)	Collab Training	Grades Integration with SIS	Help Desk Services	B2 Custom Work**	DDA Training**	Collab Link Report**	Reporting Framework**
System		See below	100%	N/A	Oct '16	Nov '16			Oct '16	May '17	May '17					N/A	Aug '17			
BSC	eCollege	LIVE	100%	Oct '16	Oct '16	Nov '16	N/A	June '17	Oct '16	Mar '17	May '17	Feb '17	Feb '17		N/A	Apr '17	N/A	N/A	N/A	N/A
LRSC	eCollege	LIVE	100%	Oct '16	Oct '16	Dec '16	N/A	June '17	Oct '16	Mar '17	May '17	Feb '17	Feb '17		N/A	Apr '17	N/A	N/A	N/A	N/A
NDSCS	eCollege	LIVE	100%	Oct '16	Oct '16	Nov '16	N/A	June '17	Oct '16	Mar '17	May '17	Feb '17	Feb '17		N/A	Apr '17	N/A	N/A	N/A	N/A
VCSU	Learn	LIVE	95%	N/A	Nov '16	Feb '17	N/A	N/A	Mar '17	July '17	Aug '17				N/A	N/A	July '17	N/A	N/A	N/A
MISU	Learn	May 2018	25%	N/A	Nov '16	Mar '17	N/A	N/A							N/A	N/A	N/A	N/A	N/A	N/A
UND	Learn	LIVE	95%	N/A	Nov '16	Feb '17	N/A	N/A	Apr '17	July '17	Aug '17			Aug '17	N/A	N/A	N/A	N/A	N/A	N/A
NDSU	Learn	May 2018	20%	N/A	Nov '16	Mar '17	N/A	N/A	Apr '17						N/A	N/A	N/A	N/A	N/A	N/A
WSC	Moodle	LIVE	95%	N/A	Nov '16	Jan '17	N/A	July '17	Feb '17	July '17	Aug '17		Apr '17		N/A	N/A	N/A	N/A	N/A	N/A
DCB	Moodle	May 2018	25%	N/A	Nov '16	May '17	N/A								N/A	N/A	N/A	N/A	N/A	N/A
DSU	Moodle	Jan 2018	45%	N/A	Nov '16	Apr '17	N/A								N/A	N/A	N/A	N/A	N/A	N/A
MaSU	Moodle	May 2018	25%	N/A	Nov '16	Apr '17	N/A		May '17						N/A	N/A	N/A	N/A	N/A	N/A

Note: The system currently uses Moodle, but for internal courses only, vs for student facing courses.  
\*Go live date is defined as when students is accessing the course and the instructor is teaching from it.  
\*\*Additional SOW from Innovation Fund

Project Start Date	Original Baseline End Date	Current Revised End Date	% Schedule Variance	Ahead Behind	Estimated Completion Date
10/1/2016	03/30/2018	08/15/2018	4.1%	Behind	09/13/2018

## Monthly Status Report

### SCOPE MANAGEMENT

Summary			
This project report will include the high-level change control and milestone acceptance summary.			
Change Control Log Summary			
Change #	Description	Action: Accept/Reject	Action Date
Comments:			
Milestone Acceptance Log Summary			
Deliverable #	Description	Action: Accept/Reject	Action Date
1	Review system Data Planning Workbook with NDSU	Accept	10/26/2017
2	SaaS Migration kick off/discovery completed with DSU	Accept	10/30/2017
Comments:			

### RISK/ISSUE MANAGEMENT

Summary			
No new risks this month			
Risk Management Log Summary			
Risk #	Description	Action	Action Date
Comments:			
Issue Management Log Summary			
Issue #	Description	Action	Action Date