

Monthly Status Report

Blackboard Enterprise Learning Management System

Project Name:	Blackboard Enterprise LMS
Sponsor:	Darin King
Report Type:	Execution
For Period:	January 2018 (Dec. 13 th thru Jan. 12 th)
Project Manager:	Angela O'Leary

EXECUTIVE SUMMARY

Overall Summary	Prior Status	Green	Current Status	Green
Green	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.			
Yellow	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.			
Red	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. Blackboard is scheduled to be onsite in North Dakota January 29-31 to visit with various campuses and stakeholders involved with the project. Agendas and meeting invites are being arranged. The purpose for the visit gives stakeholders an opportunity to share their experience with the new SaaS environment, express concerns and needs.

Campuses Live with Blackboard

BSC - Spring 2017
LRSC - Spring 2017
NDSCS - Spring 2017
WSC- Fall 2017
VCS - Fall 2017
UND - Fall 2017
DSU- Jan. 2018
DCB- Jan. 2018

Next Up

MaSU - May 2018
MiSU - May 2018
NDSU - May 2018

SaaS Migration/Conversion of Courses

Campus	Status	Campus	Status
BSC	Complete	DSU	Begin working on Summer/Fall courses
LRSC	Complete	DCB	Begin working on Summer/Fall courses
NDSCS	A few e-companion courses left remaining	MaSU	Summer courses complete. Begin working on Fall 2018 courses
VCSU	Complete	MiSU	Work with Blackboard to migrate courses to SaaS
WSC	Complete	NDSU	Continue to load sample courses in STG for testing
UND	Complete		

SIS Integration

Work continues with CTS and Blackboard to build out the grades integration piece. Discovered after reading Oracle documentation SAN certificates are supported for clients on PeopleTools 8.55. Campus Solutions is currently on PT 8.54 and scheduled to upgrade within 6 months. Therefore, Blackboard has come up with a solutions to provide CTS a dedicated certificate. The certificate would only be a temporary solution until CS

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upgrades to PT 8.54. The dedicated certificate is scheduled to be available in a couple weeks. Once the certificate has been installed, testing will continue.

Governance

There has been two decision made this past month-

- Remove courses from SaaS to an archived location after 7 terms (2+1) from the campus go live date. Campuses would then have access to the archived location and retrieve a course if needed.
- Subcommittee was formed to review and propose a communication plan all campuses can use for their end users

[Recap of Blackboard Governance Decisions Made](#)- updated on 12.19.17

Reporting Framework

- Blackboard continues to work on the un-enroll report for the CTS team

Cumulative Update 4

- CU4 was installed to Production on January 4, 2018 without issues and no downtime. Release Notes are available and posted [HERE](#) and on the Collaborative Community site.

Building Blocks / LTIs

- NDSU's custom Bb Manger is delivered and currently being tested

Training

NDSCS completed 1 Collaborate session- 12/14/2017

Additional training is scheduled for the new year for other campuses

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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%			

- There have been a couple of options to use the innovation funds for:
 - a. Building out a report to identify B2 settings for the Node Admins to assist in troubleshooting
 - Scope of Work is in the works and CTS should see an estimate of cost within the next month
 - b. Limit access to the Basic LTI settings to view only access.

Innovation Fund Use	Cost
eCollege Help Desk (1st Year)	\$ 39,500
DDA Training for CTS	\$ 16,000
Certified Training for Sys Admins (campuses)	\$ 17,095
Certified Training for CTS	\$ 6,400
B2 Customization	\$ 216,000
Collaborate Recording Report	\$ 18,230
Reporting Dashboard	\$ 233,000
Total Usage	\$ 546,225
Innovation Fund Total	\$ 547,000
Renew Innovation Funds Sept. 2017-Sept.2018	\$ 50,000

- The budget is showing savings due to the following:
 - All outstanding invoices have been processed to date
 - Campuses have opted for remote Bb training versus onsite therefore there are no travel cost

Budget Type	Original Budget	Current Revised Baseline 201	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	\$52454.79			
Risk	\$0	\$0				
Project Budget	\$2,369,978.00	\$0	\$ 1,935,759.79	2.5%	Under	\$ 2,319,313.80
Help Desk (eColleges 1 st 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			
B2 Customization	\$0	\$216,000	\$216,000			
Reporting Dashboard	\$0	\$18,230	\$18,230			
DDA Training	\$0	\$16,000	\$16,000			
Reporting Dashboard	\$0	\$233,000	\$233,000			
Baseline Sub-Total	\$2,369,978	\$2,916,203	\$ 2,481,984.79			
Management Reserve	\$597,000.00	\$50,775				
Total Budget	\$2,966,978.00	\$2,916,203				

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SCHEDULE MANAGEMENT

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



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
LRSC	eCollege	LIVE	100%	Oct '16	Oct '16	Dec '16	N/A	June '17	Oct '16	Mar '17	May '17		Feb '17		N/A	Apr '17	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		N/A	Apr '17	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	Nov '17	N/A
MSU	Learn	May 2018	25%	N/A	Nov '16	Mar '17	N/A	N/A	Apr '17	July '17	Aug '17				N/A	N/A	N/A	N/A	Nov '17	N/A
UND	Learn	LIVE	95%	N/A	Nov '16	Feb '17	N/A	N/A	Apr '17	July '17	Aug '17				N/A	N/A	N/A	N/A	Nov '17	N/A
NDSU	Learn	May 2018	20%	N/A	Nov '16	Mar '17	N/A	N/A	Apr '17	July '17	Aug '17				N/A	N/A	Aug '17	N/A		N/A
WSC	Moodle	LIVE	95%	N/A	Nov '16	Jan '17	N/A	July '17	Feb '17	July '17	Aug '17				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
DSU	Moodle	Jan 2018	45%	N/A	Nov '16	Apr '17	N/A		Dec '17	Dec '17	Jan '18				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

Note: The NDUS system office 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	6.1%	Behind	09/13/2018

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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
63	Collaborative Link Reports for UND and VCSU delivered	Accept	12/15/2017
Comments:			
Other Collaborative Link Reports for BSC, NDSCS, LRSC and WSC continue to be worked on from Blackboard, scheduled to be complete within the next month. DSU, DCB, MaSU, MiSU and NDSU reports scheduled to be complete by June 2018.			

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RISK/ISSUE MANAGEMENT

Summary			
There is one new Risks added this month and two issues:			
Risk Management Log Summary			
Risk #	Description	Action	Action Date
20	The archiving process for NDSU is not occurring as quickly as scheduled. This is holding up the ability to test an entire semester, which will provide input to the migration schedule. Bb Admin at NDSU has other project priorities that have prevented a focused effort towards go-live in May.	1) NDSU can use some of their unused admin sessions to help with archiving best practices, knowledge transfer and troubleshooting. Marty has coordinated with a technical and a functional consultant who can meet with NDSU resource. 2) Another option is for VCSU to assist also since they went through the same process and ran into the same errors (some may be how courses are constructed or old links instructors need to update.) 3) AJ has also set up weekly meetings with Bb Admin at NDSU to continue to monitor and work through.	December 15
Comments:			
Issue Management Log Summary			
Issue #	Description	Action	Action Date
7	Campuses reported slowness on various pages and grade center not loaded on various nodes	Blackboard was able to replicate the grade center not loading and has manually restarted each application/server	December 6 Began at 11:00 AM and resolved by 5:15 PM
8	Services were stopped and reports of 503 errors	CTS opened a Sev. 1 case with Blackboard and the findings was a slowdown of the database caused by hung and long running queries against a service table	December 11 Began 11:10 PM and resolved by 11:42 PM