

Monthly Status Report

Blackboard Enterprise Learning Management System

Project Name:	Blackboard Enterprise LMS
Sponsor:	Darin King
Report Type:	Execution
For Period:	February (Jan.13 th thru Feb. 14 th)
Project Manager:	Angela O'Leary

EXECUTIVE SUMMARY

Overall Summary	Prior Status	Green	Current Status	Green
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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 Executives arrived onsite and visited with various stakeholders including Faculty, Staff and Students. Their visit included time spent with the Blackboard Governance members, ESC members, campus CIO's and four campus visits: LRSC, NDSU, VCSU and UND. They are scheduled to return to North Dakota and visit the remaining campuses. The planning of those visits are in progress. Blackboard and CTS are collaborating together to deliver an Executive Summary report by the first week in March to all Stakeholders.

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- Pilot some courses
DCB- Jan. 2018 – Pilot some courses

Next Up

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

SaaS Migration/Conversion of Courses

Campus	Status	Campus	Status
BSC	Complete	DSU	Continues to work on course conversion for summer/fall terms.
LRSC	Complete	DCB	Spring/Summer courses converted and Q/A complete. Currently working on fall term courses
NDSCS	Complete	MaSU	Fall and Summer courses converted and Q/A complete. Next, need to work on Spring courses.
VCSU	Complete	MiSU	MiSU supplied course ID's to archive to STG environment for Q/A- this is complete. Next, migrate courses to PRD environment.
WSC	Complete	NDSU	NDSU exported summer term courses to STG environment for Q/A. NDSU archived a sample of 8 non term courses (Organizations) ready for Q/A
UND	Complete		

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SIS Integration

- MaSU completed the remote session with CTS and Bb to review integrated data on Learn SaaS
- Grades Integration Update- Preliminary testing was complete on Bb Stage Environment and verified Campus Solutions is able to retrieve grades from Blackboard. Next steps: Test scenarios have been identified and Bb and CTS will conduct three rounds of testing. If testing goes well and there are no issues or show stoppers, goal is to have a soft rollout for summer term 1840, and select a pilot campus/instructor to test the grades integration with a plan to have a full roll out for fall 1930 term. The scope of Grades integration is a one-time pull of final grades for each semester.

Governance

There has been two decision made this past month-

- Replace current password reminder module with an updated one with the new process and a link to the new change in policy- details found [HERE](#)
- Approved the decision and recommendation of Goals- details found [HERE](#).
[Recap of Blackboard Governance Decisions Made](#)- updated on February 16, 2018

Reporting Framework

- VCSU requested a report on Activity by Instructor. CTS was able to clone the Student Activity report and make changes and give permissions to VSCU and other campuses that were interested.
- Un-enroll report is still being developed/tested
- Presented a reporting matrix spreadsheet to the Governance group at the 02.13.2018 meeting to discuss reporting needs and what currently is delivered in the Blackboard system. Campuses are to review the matrix and determine if the reports fulfill their needs or are changes needed. The outcome from this process will help identify reports that are needed across the campuses.

Building Blocks / LTIs

- NDSU's custom Bb Manger has been tested and complete. All B2' have been installed on STG or PRD for testing.
- Review B2's for the other campuses for go-live

Training

- LRSC completed Collaborate Admin training 01.29.2018 and scheduled 3 Collaborate End User training sessions on 02.06.2018, 02.12.2018, 02.21.2018
- NDSU completed an Archiving and Troubleshooting session 01.10.2018

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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
 - ***Update-** After reviewing the data that could be reportable, team realized the report would not assist the campus Node Admins with reviewing B2 settings.
 - b. Limit access to the Basic LTI settings to view only access.
 - Bb sent CTS the Statement of Work (SOW) with cost. We are currently negotiating the cost it will take for this work.

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	2.7%	Under	\$ 2,305,723.91
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



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
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
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
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	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	Jan '18	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
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	50%	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	50%	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	7.5%	Behind	09/21/2018

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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
64	Collaborative Link Reports for BSC,LRSC,NDSCS, and WSC have been delivered	Accept	02/02/2018
Comments:			
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 five issues:			
Risk Management Log Summary			
Risk #	Description	Action	Action Date
11	NDSU Go/No Go meeting was held. CIO recommended a no go due to loss of efficiencies and lack of perceived benefits to NDSU.	Darin is scheduled to meet with NDSU's Provost and CIO to discuss further and possible options	Feb. 23, 2018
Comments:			
Issue Management Log Summary			
Issue #	Description	Action	Action Date
9	Slow loading, pages timing out, modules not loading	Implemented Robots.txt, increased PIOPS, and tweaked a DB stored procedure schedule	01/09/2018 (10 hr. impact)
10	Slow loading, pages timing out, modules not loading	Implemented Robots.txt, increased PIOPS, and tweaked a DB stored procedure schedule	01/10/2018 (90 min. impact)
11	SSL Cert. warning to users	Wrong cert. was installed during scheduled install, rolled back	01/11/2018 (10 min. impact)
12	Users being logged off while working in the system	REDIS security policy session change, adjusted	01/16/2018 (24 hrs. impact)
13	Software defect in course copy process	Software modified and updated in production to eliminate defect.	02/26/2018 (70 min. impact)