

Monthly Status Report

Blackboard Enterprise Learning Management System

Project Name:	Blackboard Enterprise LMS
Sponsor:	Darin King
Report Type:	Execution
For Period:	September (August 10- September 7)
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 the schedule this month and **green** for the budget. Below is more detail on the project and expected accomplishments for this month. Overall, the system continues to display positive performance and stability and have launched a successful fall semester. Below is a login report from August 16-Sept. 9 to reflect successful logins.

Login Report Aug. 16 - Sept. 9

	Successful Logins		TOTALS
	8am - 5pm	5pm - 10pm	
Thursday, August 16, 2018	5,386	1,968	7,354
Friday, August 17, 2018	5,511	1,863	7,374
Saturday, August 18, 2018	3,707	1,840	5,547
Sunday, August 19, 2018	6,063	3,898	9,961
Monday, August 20, 2018	18,804	9,860	28,664
Tuesday, August 21, 2018	27,891	10,377	38,268
Wednesday, August 22, 2018	30,238	11,647	41,885
Thursday, August 23, 2018	28,482	10,254	38,736
Friday, August 24, 2018	24,736	5,208	29,944
Saturday, August 25, 2018	9,060	4,573	13,633
Sunday, August 26, 2018	13,394	11,398	24,792
Monday, August 27, 2018	31,025	12,044	43,069
Tuesday, August 28, 2018	28,557	12,413	40,970
Wednesday, August 29, 2018	30,315	11,367	41,682
Thursday, August 30, 2018	26,782	9,194	35,976
Friday, August 31, 2018	22,327	5,494	27,821
Saturday, September 1, 2018	7,344	4,195	11,539
Sunday, September 2, 2018	9,434	6,543	15,977
Monday, September 3, 2018	12,385	9,868	22,253
Tuesday, September 4, 2018	29,837	12,256	42,093
Wednesday, September 5, 2018	30,352	11,721	42,073
Thursday, September 6, 2018	27,107	10,688	37,795
Friday, September 7, 2018	23,298	5,733	29,031
Saturday, September 8, 2018	9,136	4,851	13,987
Sunday, September 9, 2018	13,657	11,916	25,573
Average Logins	18,993	8,047	27,040

	8am - 5pm	5pm - 10pm
Largest # Logins	31,025	12,413
Smallest # Logins	3,707	1,840

	8am-10pm
Monday Average	31,329
Tuesday Average	40,444
Wednesday Average	41,880
Thursday Average	29,965
Friday Average	23,543
Saturday Average	11,177
Sunday Average	19,076

Monthly Status Report

SaaS

- Dickinson State continues to work on converting/rebuilding courses and scheduled to be on Blackboard SaaS 100% by spring term (1930).
- Mayville State continues to work on converting courses for faculty and scheduled to be on Blackboard SaaS 100% by spring term (1930).
- Minot State continues to work on the Non-Sis Accounts this fall term and scheduled to on Blackboard SaaS 100% by spring term (1930).

SIS Integration

- Grades Integration Update- Kick off call was completed and included testers from LRSC, MaSU and UND (Registrar, Faculty members, and Node Admins). The meeting covered:
 - Roles/Responsibilities of testing, timeframe, resource availability
 - Walked through the process of how to submit an issues while testing – via a temporarily listserv is used to submit questions, report issues or need to know etc. how to do something.
 - Review the test script (scenarios were provided) suggest campuses to add additional scenarios if they like
 - Submitting a sign off worksheet back to CTS with a green, yellow or red status.

Governance

- There has been three decision made this month:
 - Governance voted to move to a System Course template for Organizations
 - Q3 scheduled to be installed to Production September 13, 2018 after 5:00 pm CT
 - Develop a Statement of Work (SOW) for the Ally product.
- Recap of Decisions Made to Date- [HERE](#) - updated on August 14, 2018

Reporting

- There are three remaining reports that are still being worked on:

Report Name	Status
Active Courses	Development is complete and have turned it over to the workgroup for user acceptance testing (UAT).
Contextual Grades	Need to schedule a meeting with the Work Group
Course Activity	Blackboard has completed development and UAT is complete. There were a few questions from testing and Blackboard is currently evaluating to consider some minor changes.

Training

- Direct Data Access remote training is scheduled to begin with the first session September 24, 2018. There are a total of 4 - 3hr. sessions with twelve participates attending from various campuses(MiSU, WSC, and UND)
- Currently reviewing remaining training sessions for each of the campuses and identify how to repurpose those remaining sessions for future training needs.

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"> There has been one decision to use the innovation funds for: <ol style="list-style-type: none"> Remaining balance to be possibly used towards the Ally product if Governance approves SOW <ul style="list-style-type: none"> SOW should be ready to present to Governance by Sept. 24th and needing a vote by October 9th meeting. 														
<table border="1"> <thead> <tr> <th>Innovation Fund Use</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Basic LTI revision</td> <td>\$ 3,000.00</td> </tr> <tr> <td>Total Usage</td> <td>\$ 3,000.00</td> </tr> <tr> <td>Innovation Fund Total (Renewed Sept. 17-Sept. 18)</td> <td>\$ 50,000.00</td> </tr> <tr> <td>Balance</td> <td>\$ 47,000.00</td> </tr> </tbody> </table>					Innovation Fund Use	Cost	Basic LTI revision	\$ 3,000.00	Total Usage	\$ 3,000.00	Innovation Fund Total (Renewed Sept. 17-Sept. 18)	\$ 50,000.00	Balance	\$ 47,000.00
Innovation Fund Use	Cost													
Basic LTI revision	\$ 3,000.00													
Total Usage	\$ 3,000.00													
Innovation Fund Total (Renewed Sept. 17-Sept. 18)	\$ 50,000.00													
Balance	\$ 47,000.00													
<p>NOTE* Remaining balance of Innovation funds will expire at the end of September 2018 and a renewal of innovation funds of \$50,000 will begin October 2018-Sept. 2019. If the balance of \$47,000 is not used, it will NOT rollover to the next year and will be lost.</p> <ul style="list-style-type: none"> The budget is showing savings due to the following: <ul style="list-style-type: none"> Waiting for one invoice from Blackboard for travel expenses from DDA training back in June. Campuses have opted for remote Bb training versus onsite therefore there is no travel cost 														
Budget Type	Original Budget	Current Revised Baseline 2018 March	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	\$ 2,310,337.79								
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											
Basic LTI modification			\$3,000.00											
Baseline Sub-Total	\$2,369,978	\$2,913,203	\$ 2,484,984.79											
Management Reserve	\$597,000.00	\$47,775												
Total Budget	\$2,966,978.00	\$2,919,203												

Monthly Status Report

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	Jun '18	Feb '18	
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	Feb '18	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	Feb '18	N/A	Apr '17	N/A	N/A	Feb '18	N/A
NDSCS	eCollege	LIVE	100%	Oct '16	Oct '16	Nov '16	N/A	June '17	Oct '16	Mar '17	May '17	Mar '18	Feb '17	Mar '18	N/A	Apr '17	N/A	N/A	Feb '18	N/A
VCSU	Learn	LIVE	100%	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	Jan 2019	70%	N/A	Nov '16	Mar '17	N/A	N/A						Nov '17	N/A	N/A	N/A	N/A	Nov '17	N/A
UND	Learn	LIVE	100%	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 2019	20%	N/A	Nov '16	Mar '17	N/A	N/A	Apr '17						N/A	N/A	Jan '18	N/A		N/A
WSC	Moodle	LIVE	100%	N/A	Nov '16	Jan '17	N/A	July '17	Feb '17	July '17	Aug '17	Mar '18	Apr '17	Mar '18	N/A	N/A	N/A	N/A	Feb '18	N/A
DCB	Moodle	LIVE	100%	N/A	Nov '16	May '17	N/A	May '18		Nov '17	May '18	Feb '18			N/A	N/A	N/A	N/A		N/A
DSU	Moodle	LIVE	90%	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~	80%	N/A	Nov '16	Apr '17	N/A		May '17	Feb '18	May '18	Mar '18			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

~ Soft launch with full go live May 2019

Project Start Date	Original Baseline End Date	Current Revised End Date	% Schedule Variance	Ahead Behind	Estimated Completion Date
10/1/2016	03/30/2018	08/15/2019	4.1%	Behind	09/13/2019

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: No scope changes this month			
Milestone Acceptance Log Summary			
Deliverable #	Description	Action: Accept/Reject	Action Date
66	Collaborative Links Report for DCB and DSU are complete	Accept	09/10/2018
Comments:			

RISK/ISSUE MANAGEMENT

Summary			
There are no issues or risks to report this month			
Risk Management Log Summary			
Risk #	Description	Action	Action Date
Comments: No Issues or Risks reported this month			
Issue Management Log Summary			
Issue #	Description	Action	Action Date