



Project: Paint TCM Status
API Project Manager: M.Laske
Week of 6/28-7/2

Weekly Status/Activity

- Discussed project status with Jennifer on 6/29 and 7/2. Discussed plans for presentation to client of project progress during week of 6/12.
- Began screen design portion of technical design document on 7/2. Agreed to start even though functional requirements for screens are not complete or finalized.

Outstanding Requests:

- Requested overview documentation of functional scope. (5/7)
- Requested mock-up of a sample scenario to be included in the tool. (5/7)
- Requested documentation of business and functional requirements. (5/4)
- Requested milestones be set for finalization of scope, high level functional requirements, description of current functions/tools to be replaced, and report requirements. Also requested interim milestones be set for detailed functional requirements (data hierarchy?) to facilitate drafting of technical design. (6/7)
- Started receiving some documentation on 6/15 and 6/18.

Concerns/Risks

Completion Percentage It has been communicated that Jennifer is about finished with her portion of gathering customer requirements. However, we estimate that about 60 or 70% of the required documentation has NOT been provided to us. e.g., We are currently building screen mock-ups, but these represent only a tiny portion of the detail needed to complete this phase of the project. Without specific business rules, complete with formulas/calculations, it will not be possible to produce a technical document necessary to initiate any type of development.

Scope Definition: Functional scope draft has been documented but not completed or finalized. Not able to estimate time required to complete technical design until scope is completed and finalized. (Original 6/11, updated 7/2)

Project Milestones: No milestones set for finalization of scope, high level functional requirements, description of current functions/tools to be replaced, and report requirements. Interim milestones should also be set for detailed functional requirements (data hierarchy?) to facilitate drafting of technical design. (Original 6/11)

Completion of Technical Design Document: Not able to estimate time required to complete technical design document until scope and high level functional requirements have been defined. Estimate needing two to three weeks after the final delivery of detailed functional requirements, especially given the possible size and complexity of the projected model. (Original 6/11, updated 7/2)

Enhance STS: Will not be able to complete portions of technical design unless given access to STS technical design documents and system code/infrastructure. Access to user interface will provide some idea of required details, but will not suffice alone. Will not be able to provide guidance on an effective functional and technical design unless current STS infrastructure is known. (Original 6/11)

Resource Consumption Summary

This week: 22 hours

Total: 178 hours

Overall project consumed: 65%