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 | **Project Status Report** Initiative-157: Upgrade SharePoint to 2019As of 07/01/2022 | **Project Manager:** Cassandra Kline **Project Sponsor:** Jeff Vail |

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| **Initiative Number:** 157 | **ETSC Priority:** N/A | **Project Estimated Completion Date:** 08/2022 | **Project Lifecycle:**  Execution |
| **Project Description:** Upgrade the districts' SharePoint intranet sites from version 2016 to 2019 in order to maintain current support. |
| **Scope:** | **GREEN = No issues** | **Schedule:** | **GREEN = No issues** | **Resources:** | **GREEN = No issues** |

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| **Milestones** | **Start Date** | **Schedule End Date** | **Actual****End Date** | **% Complete** | **Actions/Comments** |
| Complete project initiation | 02/26/22 | 03/03/22 | 03/03/22 | 100% |  |
| Develop Project Management Plan | 03/11/22 | 04/08/22 | 04/14/22 | 100% |  |
| Develop Work Breakdown Structure (WBS) | 03/11/22 | 04/08/22 | 04/01/22 | 100% |  |
| Develop Project Schedule | 03/11/22 | 04/08/22 | 04/08/22 | 100% |  |
| Set Up Testing Environment | 04/08/22 | 05/06/22 | 05/06/22 | 100% |  |
| Document System Tests | 04/08/22 | 05/06/22 | 05/06/22 | 100% |  |
| Configure Testing Environment | 04/18/22 | 06/18/22 | 06/17/22 | 100% |  |
| System Testing | 06/20/22 | 07/15/22 |  | 90% |  |
| User Acceptance Testing | 07/11/22 | 07/22/22 |  | 0% |  |
| Upgrade Production |  |  |  |  |  |

| **IT Task #** | **Completed Tasks This Reporting Period** | **Planned Tasks for Next Reporting Period** |
| --- | --- | --- |
| SP-920 | Finalize project management plan | System Testing Issue Remediation |
| SP-920 | Finalize project schedule | User Acceptance Testing |
| SP-925-953 | Review and document system test cases | Pre-Production Issue Remediation |
| SP-961 | Set Up Testing Environment |  |
| SP-963-1088 | Configure testing environment |  |
| SP-972-1001 | System Testing |  |

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| **Key Risks** | **Probability** | **Impact** | **Status** |
| System/UAT Testing Browser Edge Transition | High | Low | Preference is to test using Edge so that re-testing is unnecessary. Further information will be known mid-June. |
|  | Realized | Low |  |

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| **Key Issues** | **Impact** | **Priority** | **Status** |
| No Key Issues to Report |  |  |  |