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| |  |  | | --- | --- | |  |  | | **Project Status Report**  Initiative-170: Migrate to Atlassian Cloud  As of 05/20/2022 | **Project Manager:** Elizabeth White  **Project Sponsor:** Jeff Vail |

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| **Initiative Number:** 170 | | **ETSC Priority:** N/A | | **Preliminary Completion Date:** 04/2023 | | | **Project Lifecycle:**  Planning | |
| **Project Description:** Migrating Confluence, Jira, and Bitbucket server products to the Cloud. | | | | | | | | |
| **Scope:** | **GREEN = No issues** | | **Schedule:** | | **GREEN = No issues** | **Resources:** | | **GREEN = No issues** |

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| **Milestones** | **Preliminary**  **Start Date** | **Preliminary**  **End Date** | **Actual**  **End Date** | **% Complete** | **Actions/Comments** |
| Initiation | 03/09/2022 | 04/11/2022 | 04/15/2022 | 100% |  |
| Planning | 04/15/2022 | 09/30/2022 |  | 15% | In progress |
| * Phase 1 - Assess | 04/15/2022 | 06/30/2022 |  | 20% |  |
| * Phase 2 - Plan | 07/01/2022 | 08/31/2022 |  | 0% |  |
| * Phase 3 - Prep | 09/01/2022 | 10/31/2022 |  | 0% |  |
| Execution | 10/03/2022 | 03/17/2023 |  | 0% |  |
| Closing | 03/23/2023 | 04/17/2023 |  | 0% |  |

| **IT Task #** | **Completed Tasks This Reporting Period** | **Planned Activities for Next Reporting Period** | |
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| INIT170-10  INIT170-12  INIT170-44  INIT170-39  INIT170-47  INIT170-46  INIT170-50  INIT170-48  INIT170-45  INIT170-51  INIT170-54 | Completed Worksheet 1 Jira Migration Survey,   * *Based on Atlassian’s Cloud Migration Checklist our migration is considered “Complex.”*   Completed Jira Migration Quiz  Assigned all tasks with the exception of planning & conducting UAT, see Risk #1.  Phase 1 - Assess  Installed Free Cloud Migration Assistant, task closed.  Installed Start a Free Cloud Migration Trial, task closed.  Completed Confluence Apps and Customization Worksheet, task closed.  Completed Jira & JSM Apps and Customization Worksheet, task closed.  Completed evaluation of BluePrint Creator for Confluence, task closed.  Evaluate Adaptavist ScriptRunner for Confluence, task closed  Evaluate Jira Cloud vs Server, task closed  Evaluate Comala Document Management for Confluence, task closed.  Complete Bitbucket App and Customization Worksheet, task closed.  Add Louella as Organization Admin, task closed.  Evaluate Automation for Jira, task closed. | | Continue Assessment Phase |

[Initiative-170: Migrate to Atlassian Cloud Risk Log](https://confluence.sacsewer.com/display/INIT170/Risk+Log)

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| **Key Risks** | **Probability** | **Impact** | **Status** |
| Risk #1 – 4/12/2022. BA resource is not available at this time to work on this project. | High | Medium | Open |

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