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| |  |  | | --- | --- | | 1/ |  | | **Project Status Report**  Initiative-170: Migrate to Atlassian Cloud  As of 10/31/2022 | **Project Manager:** Elizabeth White  **Project Sponsor:** Jeff Vail |

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| **Initiative Number:** 170 | | | **ETSC Priority:** N/A | | **Schedule Completion Date:** 02/2023 | | | | | | | **Project Lifecycle:**  Execution | | | |
| **Project Description:** Migrating Confluence, Jira, and Bitbucket server products to the Cloud. | | | | | | | | | | | | | | | |
| **Scope:** | | **GREEN = No issues** | | **Schedule:** | | | **GREEN = No issues** | | | | **Resources:** | | | **GREEN = No issues** | |
| **Milestones** | | | | **Schedule**  **Start Date** | | **Schedule**  **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 | | | 10/20/2022 | 100% | | |  | | |
| * Phase 1 - Assess | | | | 04/15/2022 | | 06/30/2022 | | | 06/30/2022 | 100% | | |  | | |
| * Phase 2 - Plan | | | | 07/01/2022 | | 08/31/2022 | | | 07/11/2022 | 100% | | |  | | |
| * Phase 3 - Prep | | | | 08/01/2022 | | ~~08/31/2022~~  ~~09/30/2022~~  10/14/2022 | | | 10/20/2022 | 100% | | |  | | |
| Execution | | | | ~~09/05/2022~~  ~~10/03/2022~~  10/17/2022 | | 02/28/2023 | | |  | 12% | | | In progress | | |
| * Phase 4 - Test | | | | 10/17/2022 | | 11/30/2022 | | |  | 15% | | | Test Migration #1 is Underway | | |
| * Phase 5 - Migrate | | | | 12/01/2022 | | 12/31/2022 | | |  | 0% | | |  | | |
| * Phase 6 - Launch | | | | 01/02/2023 | | 01/31/2023 | | |  | 0% | | |  | | |
| Closing | | | | 02/01/2023 | | 02/28/2023 | | |  | 0% | | |  | | |
| **IT Task #** | **Completed Tasks This Reporting Period** | | | | | | | **Planned Activities for Next Reporting Period** | | | | | | |
| INIT170-2  INIT170-183  INIT170-184  INIT170-14  INIT170-189  INIT170-178  INIT170-35  INIT170-117  INIT170-128  INIT170-126  INIT170-127  INIT170-121  INIT170-110  INIT170-108  INIT170-26  INIT170-186  INIT170-190  INIT170-191  INIT170-43  INIT170-3,17  INIT170-116  INIT170-196  INIT170-27  INIT170-197  INIT170-198 | Planning  Review Technical Requirements, task closed.  Obtain Approval for Technical Requirements, task closed.  Atlassian Phase 3 – Prep  Learn New Tool – Solace, task closed (Amit). Team decided to go in a different technical direction.  Re-write SDASTAFF Update, task closed.  Perform Data Cleanup - Completed  Delete Jira Internal Groups and Duplicate Emails not Migrating to the Cloud, task closed.  Delete Issue Types not Migrating to the Cloud, task closed.  Delete Screens, Screen Schemes, Issue Type Screen Schemes not Migrating to the Cloud, task closed.  Delete or Update Workflows not Migrating to the Cloud, task closed.  Delete Filters not Migrating to the Cloud, task closed.  Delete Inactive, Invalid, Expired Scheduled Issues, task closed.  Remove JSDV1 Workflows from ITSD Workflow Scheme, task closed.  Create Test Plan, task closed.  Create Test Case #4 Jira Migration Test Scenarios, task closed.  Create Test Case #5 Confluence Migration Test Scenarios, task closed.  Create Test Case #6 Bitbucket Migration Test Scenarios, task closed.  Refresh Jira, Confluence, Bitbucket with Production Data, task closed.  Execution: Phase 4 - Test  Jira Configuration Freeze Notice, task closed.  Clean up User Accounts in Server, task closed.  Create VM Snapshot of Production, task closed.  Update Max-File Descriptor, task closed.  Perform Jira Migration using Jira Migration Assistant, task closed. | | | | | | | | | | | Continue Phase 4 – Test | | |

[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 #2 – 6/9/2022. Theme Extension for Jira Service Desk does not exist in the Cloud. Update 9/29 from Atlassian: Theme extension has been developed. Developer needs more time to analyze the functionality. | Low-Med | High | Open |

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