

CiCS Development Portfolio Definition 2012

Portfolio of Projects

Defining the portfolio of projects, with associated scheduling chart.

NB This is a dynamic section of the Development Portfolio Definition which is updated throughout the year.

1 Projects

Statuses: Approved, Starting, Live, On Hold, Closing

Service Groups: BA (Business Activities), C&C (Communication & Collaboration), CI (Corporate Information), H&S (Help & Support), Infr (Infrastructure), L&T (Learning & Teaching), R&I (Research & Innovation)

Project	Status	Purpose	Manager	Sponsor	Customer	Service Advisory Group/s [Interested]
Learning & Teaching						
Common Timetabling	Live	To assess the feasibility of a common timetabling approach within Faculties using the Facility CMIS software and take forward the agreed approach.	Chris Attwell	Paul White	Chris Sexton	L&T
Online Programme Management System	Starting	To develop and implement an online system which integrates with existing CiCS systems to store all information relating to UG and PGT academic programmes, easily accessible by both academic departments and professional services staff.	Darren Stevens			L&T
Programme Regulations On-line Management System	Live	To develop the Corporate Information System to better manage Programme Regulations, in a timely fashion to feed into timetabling, on-line module registration and the on-line university calendar.	Chris Attwell	Alistair Warren	Louise Woodcock	L&T
SHIP (Sheffield HE Achievement Record Implementation)	Live	To augment the University Transcript with verifiable, non-academic student achievements and produce the HEAR for each individual student on graduation, and make it available for several years thereafter.	Anne Rodgers	Paul White	Helen Grindley	L&T
VLE Implementation	Live	To implement a new Virtual Learning Environment to replace the current system, MOLE, which is obsolescent.	Chris Attwell	Paul White	Patrice Panella	L&T
Research & Innovation						
Communication & Collaboration						
Enquirer and Applicant Portal	Live	To provide a portal through which enquirers and applicants can access information and interact with the University and others.	Simon Geller	Paul White	Marcus Phillips	C&C
New Portal	Live	To review the options for the future of the MUSE portal, and implement the agreed solution.	Simon Geller		Chris Sexton	C&C

Project	Status	Purpose	Manager	Sponsor	Customer	Service Advisory Group/s [Interested]
Text Messaging System	Live	To implement an SMS text messaging system to alert (groups of) students and staff to major incidents, as well as lecture cancellations etc.	Mark Franklin			C&C

Help & Support

Corporate Information

Incident Contacts	Live	To establish a central repository of University contact information for use during incidents, supported by appropriate policies & procedures	Darren Stevens	Chris Sexton	Jennie Douglas	CI
Scanning Solution	Live	To provide a scanning solution that will integrate with SAP and other University Systems.	Peter Armstrong	Chris Sexton	Andrew Wood, Helen Grindley, Ian Wright	CI [L&T]
Student Attendance Monitoring and Support	Live	An online facility linked to information held on the CIS student record to assist with monitoring and reporting of attendance and support of students.	Chris Attwell	Andrew West	Helen Grindley	CI
Student eFile	Live	To create a system for holding electronic documents linked to the student record.	Kate Butler	Andrew West	Helen Grindley	CI

Infrastructure

Replacement Desktop 2	Live	To upgrade the managed desktop and roll out a managed service of applications to all users on and off site.	Darren Stevens	Penny Simons	John McAuley	Infr [CI, L&T, R&I]
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Business Activities

Managed Staff Printing and Photocopying	Live	To manage university wide printing, using shared multi function products and central print services to reduce purchasing and operating costs, reduce electricity costs and contribute to the Universities carbon reduction commitment.	Simon Geller	CiCS Exec	Kath Winter	BA [Infr]
Print Submission Software	Live	To facilitate the most effective usage of print facilities and allow automatic submission of print jobs for print service.	Roddy Flynn	Chris Sexton	Kath Winter	BA

2 Projects closed this year

Project	Status	Purpose	Manager	Sponsor	Customer	Service Advisory/ Application Group/s [Interested]
Reports Improvement	Closed	To improve the reports service and restructure the Corporate Data Model, which underpins the reporting systems. This will include an investigation of data warehousing.	Andrew Stainforth	Dave Speake	Roddy Flynn	CI
SAP Upgrade	Live	To manage the processes of an upgrade of all SAP systems to replace the current systems, including training for new and changed functionality.	Darren Stevens	Bob Rabone	Helen Dingle & Andy Dodman	CI

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Projects Schedule

NB Timescales are tentative for projects that have not yet started, and for future phases of some projects still in their early stages.

ID	Task Name	Start	Finish	Duration	Qtr 1, 2012			Qtr 2, 2012			Qtr 3, 2012			Qtr 4, 2012			Qtr 1, 2013			Qtr 2, 2013		
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Common Timetabling	01/02/2010	01/10/2012	680 days?																		
2	Approach and Pilot	01/02/2010	29/10/2010	190 days																		
3	Review and Planning	01/11/2010	30/09/2011	235 days																		
4	Improvements phase 1	03/10/2011	28/09/2012	254 days																		
5	Improvements phase 2	01/10/2012	01/10/2012	1 day?																		
6	Enquirer and Applicant Portal	05/01/2010	30/04/2012	589 days																		
7	User Reqs & Business Process	05/01/2010	30/09/2010	188 days																		
8	Phase 1 PBS	01/10/2010	29/04/2011	146 days																		
9	Phase 2 Expected Student	02/05/2011	30/04/2012	255 days																		
10	Incident Contacts	01/02/2012	31/07/2012	130 days																		
11	Implementation	01/02/2012	31/07/2012	130 days																		
12	Managed Staff Printing and Photocopying	01/03/2011	02/07/2013	599 days																		
13	Evaluation & Acquisition	01/03/2011	30/09/2011	154 days																		
14	Porof of Concept	03/10/2011	30/03/2012	124 days																		
15	Pilots	02/04/2012	30/08/2012	109 days																		
16	Roll-out	31/08/2012	02/07/2013	212 days																		
17	New Portal	01/10/2009	02/10/2012	762 days																		
18	Review	01/10/2009	29/01/2010	81 days																		
19	Initial Installation and Investigations	01/02/2010	11/06/2010	91 days																		
20	Implementation I	14/06/2010	31/05/2011	246 days																		
21	Implementation II	13/02/2012	03/05/2012	59 days																		
22	Pilot	04/05/2012	02/08/2012	65 days																		
23	Rollout	03/08/2012	02/10/2012	43 days																		
24	Online Programme Management System	02/04/2012	31/01/2013	213 days																		
25	Process Review	02/04/2012	31/05/2012	44 days																		
26	System Implementation	01/06/2012	31/10/2012	109 days																		
27	Development of Processes	01/06/2012	31/10/2012	109 days																		
28	Process Changes and Rollout	01/11/2012	31/01/2013	60 days																		
29	Print Submission Software	01/05/2009	30/08/2012	845 days																		
30	Initial Evaluation	01/05/2009	29/06/2009	40 days																		
31	System selection & acquisition	30/06/2009	30/10/2009	88 days																		
32	Print Submission Implementation	02/11/2009	30/03/2012	608 days																		
33	Pilot	02/04/2012	30/05/2012	43 days																		
34	Rollout	31/05/2012	30/08/2012	66 days																		
35	Programme Regulations Online Managem	01/07/2011	29/11/2013	619 days																		
36	Process Review	01/07/2011	23/12/2011	126 days																		
37	Phase 1	03/01/2012	31/05/2012	108 days																		
38	Phase 2	01/06/2012	30/11/2012	131 days																		
39	Rollout and Monitoring	03/12/2012	31/05/2013	124 days																		
40	Phase 3	03/06/2013	29/11/2013	130 days																		
41	Replacement Desktop 2	01/05/2009	30/11/2012	911 days																		
42	Investigation	01/05/2009	30/04/2010	250 days																		
43	Acquisition	04/05/2010	30/06/2010	41 days																		
44	Evaluation	01/07/2010	30/11/2010	108 days																		
45	Windows 7 Desktop	01/12/2010	30/09/2011	213 days																		
46	Managed Desktop Pilots	03/10/2011	27/04/2012	144 days																		
47	Remote Desktop Apps	01/03/2012	31/07/2012	109 days																		
48	Managed Desktop Rollout	01/08/2012	30/11/2012	88 days																		
49	SAP Upgrade	03/08/2009	15/03/2012	661 days																		
54	Scanning Solution	01/10/2008	30/03/2012	879 days																		

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					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
55	✓ Specification	01/10/2008	29/05/2009	162 days																		
56	✓ Selection	01/06/2009	31/05/2011	505 days																		
57	Implementation	01/06/2011	23/12/2011	148 days																		
58	Demo system and Support Structures	03/01/2012	30/03/2012	64 days																		
59	SHIP	01/12/2011	10/05/2013	365 days?																		
60	■ Evaluation & Design	01/12/2011	09/04/2012	87 days																		
61	Implementation	10/04/2012	28/09/2012	124 days																		
62	Test and Prepare for Go-Live	01/10/2012	08/02/2013	89 days?																		
63	Rollout & Support	11/02/2013	10/05/2013	65 days?																		
64	Student Attendance Monitoring and Supp	10/08/2009	28/09/2012	797 days																		
65	✓ Analysis & Design	10/08/2009	24/12/2009	98 days																		
66	✓ Implementation	04/01/2010	31/08/2010	167 days																		
67	✓ Rollout	01/09/2010	30/11/2010	65 days																		
68	✓ Review	03/01/2011	28/02/2011	41 days																		
69	✓ Actions from Review	01/03/2011	30/09/2011	154 days																		
70	■ Revisions from guidance changes	03/01/2012	29/06/2012	129 days																		
71	Rollout	02/07/2012	28/09/2012	65 days																		
72	Student eFile	01/10/2009	16/08/2013	984 days																		
73	✓ Analysis & Requirements	01/10/2009	29/10/2010	271 days																		
74	✓ Initial Setup	01/07/2010	30/11/2010	108 days																		
75	Business Case & Tendering	05/12/2011	29/06/2012	144 days																		
76	■ Implementation	02/07/2012	16/04/2013	201 days																		
77	Pilot & Review	17/04/2013	16/08/2013	88 days																		
78	Text Messaging System	01/11/2011	28/03/2013	356 days?																		
79	■ Evaluation and Design	01/11/2011	27/04/2012	123 days																		
80	Implementation	30/04/2012	17/09/2012	101 days																		
81	Test & Preparation	18/09/2012	17/12/2012	65 days?																		
82	Rollout & Support	18/12/2012	28/03/2013	67 days?																		
83	VLE Implementation	01/03/2010	28/09/2012	659 days																		
84	✓ Implementation	01/03/2010	31/08/2010	127 days																		
85	✓ Pilot Rollout & Support Systems	01/09/2010	28/02/2011	124 days																		
86	✓ Wave 2	01/03/2011	30/09/2011	154 days																		
87	Wave 3	03/10/2011	28/09/2012	254 days																		
88	Post-Implementation Reviews	13/06/2012	29/06/2012	12 days																		
89	■ Google Applications	13/06/2012	13/06/2012	0 days																		
90	■ SAP Upgrade	29/06/2012	29/06/2012	0 days																		