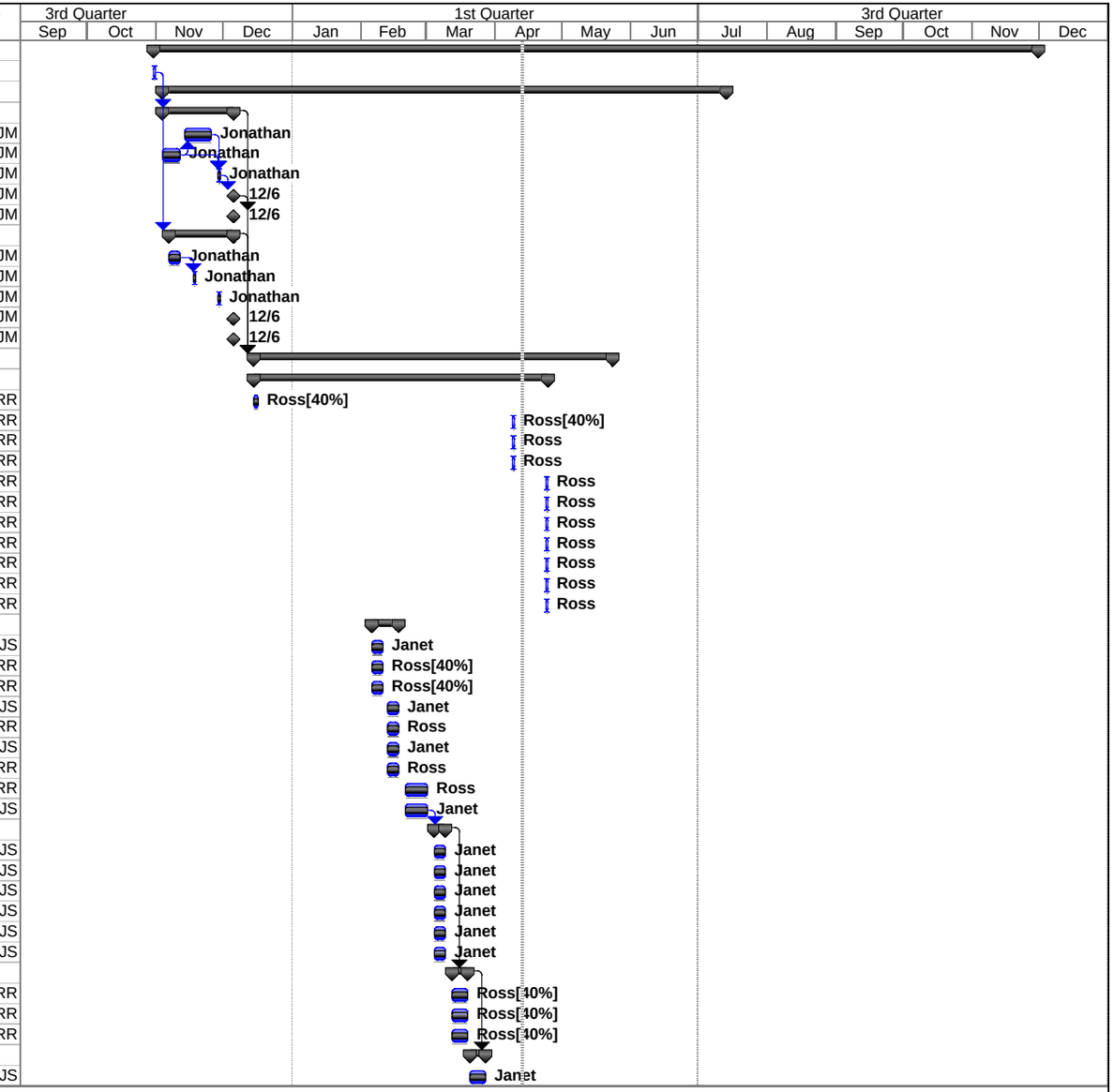
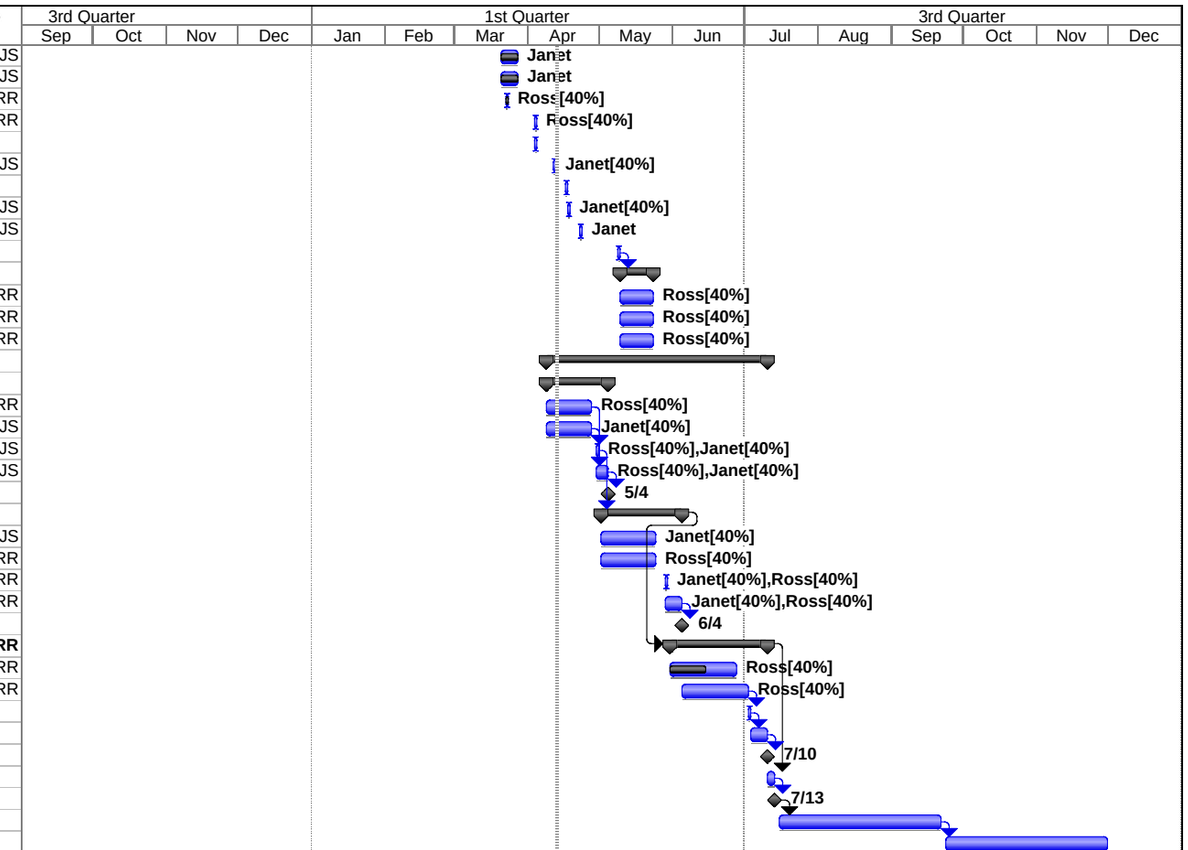
| ID | | Task Name | Duration | Start | Finish | Prede | % Work Complete | Resource Initials |
|---|---|---|---|---|---|---|---|---|
| 1 | | **Housing Replacement Analysis Project** | **277 days** | **Mon 10/31/11** | **Fri 11/30/12** | | **60%** | |
| 2 | | Project Kickoff Meeting | 1 day | Mon 10/31/11 | Mon 10/31/11 | | 100% | |
| 3 | | **Discovery Phase (as-is)** | **173 days** | **Fri 11/4/11** | **Fri 7/13/12** | | **60%** | |
| 4 | ✓ | **Business Justification** | **20 days** | **Fri 11/4/11** | **Tue 12/6/11** | **2** | **100%** | |
| 5 | ✓ | Write Business Justification | 10 days | Mon 11/14/11 | Fri 11/25/11 | 6 | 100% | JM |
| 6 | ✓ | Review Business Justification | 6 days | Fri 11/4/11 | Fri 11/11/11 | | 100% | JM |
| 7 | ✓ | Obtain Approval from Project Team | 1 day | Tue 11/29/11 | Tue 11/29/11 | 5,6 | 100% | JM |
| 8 | ✓ | Obtain Approval from Project Sponsors | 0 days | Tue 12/6/11 | Tue 12/6/11 | 7 | 100% | JM |
| 9 | ✓ | Business Justification completed | 0 days | Tue 12/6/11 | Tue 12/6/11 | 8 | 100% | JM |
| 10 | ✓ | **Project Scope Document** | **19 days** | **Mon 11/7/11** | **Tue 12/6/11** | **2** | **100%** | |
| 11 | ✓ | Write Project Scope Document | 5 days | Mon 11/7/11 | Fri 11/11/11 | | 100% | JM |
| 12 | ✓ | Review Project Scope Document | 1 day | Fri 11/18/11 | Fri 11/18/11 | 11 | 100% | JM |
| 13 | ✓ | Obtain Approval from Project Team | 1 day | Tue 11/29/11 | Tue 11/29/11 | | 100% | JM |
| 14 | ✓ | Obtain Approval from Project Sponsors | 0 days | Tue 12/6/11 | Tue 12/6/11 | | 100% | JM |
| 15 | ✓ | Project Scope completed | 0 days | Tue 12/6/11 | Tue 12/6/11 | | 100% | JM |
| 16 | | **Discovery Meetings** | **109 days** | **Thu 12/15/11** | **Wed 5/23/12** | **4,10** | **80%** | |
| 17 | | **Housing / Lottery** | **88 days** | **Thu 12/15/11** | **Tue 4/24/12** | | **8%** | |
| 18 | ✓ | Freshman (new to the Institute) | 2 days | Thu 12/15/11 | Fri 12/16/11 | | 100% | RR |
| 19 | | Upperclassman | 1 day | Mon 4/9/12 | Mon 4/9/12 | | 0% | RR |
| 20 | | FSILG | 1 day | Mon 4/9/12 | Mon 4/9/12 | | 0% | RR |
| 21 | | Off Campus Students | 1 day | Mon 4/9/12 | Mon 4/9/12 | | 0% | RR |
| 22 | | Graduate Students | 1 day | Tue 4/24/12 | Tue 4/24/12 | | 0% | RR |
| 23 | | Summer Students | 1 day | Tue 4/24/12 | Tue 4/24/12 | | 0% | RR |
| 24 | | Post-Doctoral / Faculty | 1 day | Tue 4/24/12 | Tue 4/24/12 | | 0% | RR |
| 25 | | Young Students (Legal Minors) | 1 day | Tue 4/24/12 | Tue 4/24/12 | | 0% | RR |
| 26 | | Outside, Non Affiliated Groups | 1 day | Tue 4/24/12 | Tue 4/24/12 | | 0% | RR |
| 27 | | MIT - Affiliated Groups | 1 day | Tue 4/24/12 | Tue 4/24/12 | | 0% | RR |
| 28 | | Visitors | 1 day | Tue 4/24/12 | Tue 4/24/12 | | 0% | RR |
| 29 | ✓ | **Housing filemaker Databases** | **10 days** | **Mon 2/6/12** | **Fri 2/17/12** | | **100%** | |
| 30 | ✓ | Master Blaster | 5 days | Mon 2/6/12 | Fri 2/10/12 | | 100% | JS |
| 31 | ✓ | UG Confirmation | 5 days | Mon 2/6/12 | Fri 2/10/12 | | 100% | RR |
| 32 | ✓ | Conference / Guest | 5 days | Mon 2/6/12 | Fri 2/10/12 | | 100% | RR |
| 33 | ✓ | Vacancy | 5 days | Mon 2/13/12 | Fri 2/17/12 | | 100% | JS |
| 34 | ✓ | Early Return | 5 days | Mon 2/13/12 | Fri 2/17/12 | | 100% | RR |
| 35 | ✓ | Waiting List | 5 days | Mon 2/13/12 | Fri 2/17/12 | | 100% | JS |
| 36 | ✓ | Front Desk | 5 days | Mon 2/13/12 | Fri 2/17/12 | | 100% | RR |
| 37 | ✓ | Housing SISTIM Functionality on Housing | 8 days | Tue 2/21/12 | Thu 3/1/12 | | 100% | RR |
| 38 | ✓ | Housing MITSIS Functionality on Housing | 8 days | Tue 2/21/12 | Thu 3/1/12 | | 100% | JS |
| 39 | ✓ | **Housing Stakeholder - HFS Accounting (** | **5 days** | **Mon 3/5/12** | **Fri 3/9/12** | **38FS** | **100%** | |
| 40 | ✓ | Discuss systems/applications/process | 5 days | Mon 3/5/12 | Fri 3/9/12 | | 100% | JS |
| 41 | ✓ | Discuss process calendar | 5 days | Mon 3/5/12 | Fri 3/9/12 | | 100% | JS |
| 42 | ✓ | Walkthrough of digital Building/Room S | 5 days | Mon 3/5/12 | Fri 3/9/12 | | 100% | JS |
| 43 | ✓ | Walkthrough of Room Rate Codes Set | 5 days | Mon 3/5/12 | Fri 3/9/12 | | 100% | JS |
| 44 | ✓ | Analysis/review of OTF process | 5 days | Mon 3/5/12 | Fri 3/9/12 | | 100% | JS |
| 45 | ✓ | Discuss functionality/efficiency/informa | 5 days | Mon 3/5/12 | Fri 3/9/12 | | 100% | JS |
| 46 | ✓ | **Housing Stakeholder - Student Financial** | **5 days** | **Tue 3/13/12** | **Mon 3/19/12** | **39FS** | **100%** | |
| 47 | ✓ | Assess primary users/roles | 5 days | Tue 3/13/12 | Mon 3/19/12 | | 100% | RR |
| 48 | ✓ | Discuss systems/process flow | 5 days | Tue 3/13/12 | Mon 3/19/12 | | 100% | RR |
| 49 | ✓ | Discuss process calendar | 5 days | Tue 3/13/12 | Mon 3/19/12 | | 100% | RR |
| 50 | ✓ | **Housing Stakeholder - Registrar** | **5 days** | **Wed 3/21/12** | **Tue 3/27/12** | **46FS** | **100%** | |
| 51 | ✓ | Evaluate scope of affected data/proces | 5 days | Wed 3/21/12 | Tue 3/27/12 | | 100% | JS |




Project: HRA Project Plan
Date: Fri 4/13/12

| | | | | | |
|---|---|---|---|---|---|
| Task | | Summary | | Rolled Up Progress | | Project Summary |
| Progress | | Rolled Up Task | | Split | | Group By Summary |
| Milestone | ◆ | Rolled Up Milestone | ◇ | External Tasks | | Deadline ⇩ |

| ID | Task Name | Duration | Start | Finish | Prede | % Work Complete | Resource Initials |
|---|---|---|---|---|---|---|---|
| 52 | Examine dataflow for MITSIS Directory | 5 days | Wed 3/21/12 | Tue 3/27/12 | | 100% | JS |
| 53 | Examine current supporting processes | 5 days | Wed 3/21/12 | Tue 3/27/12 | | 100% | JS |
| 54 | Housing Stakeholders - Card Office / SEMC | 1 day | Fri 3/23/12 | Fri 3/23/12 | | 100% | RR |
| 55 | Housing Stakeholders - Campus Dining | 1 day | Wed 4/4/12 | Wed 4/4/12 | | 0% | RR |
| 56 | Housing Stakeholders - Tech Cash | 1 day | Wed 4/4/12 | Wed 4/4/12 | | 0% | |
| 57 | UG House Managers | 1 day | Thu 4/12/12 | Thu 4/12/12 | | 0% | JS |
| 58 | GRAD House Managers | 1 day | Tue 4/17/12 | Tue 4/17/12 | | 0% | |
| 59 | FSILG | 1 day | Wed 4/18/12 | Wed 4/18/12 | | 0% | JS |
| 60 | Housing Stakeholders - Card Office / SEMC | 1 day | Mon 4/23/12 | Mon 4/23/12 | | 0% | JS |
| 61 | Dean On Call | 1 day | Wed 5/9/12 | Wed 5/9/12 | | 0% | |
| 62 | **CBORD** | **10 days** | **Thu 5/10/12** | **Wed 5/23/12** | **61** | **0%** | |
| 63 | Digital Building / Room Setup & Mainte | 10 days | Thu 5/10/12 | Wed 5/23/12 | | 0% | RR |
| 64 | Room Rate Code Setup & Maintenanc | 10 days | Thu 5/10/12 | Wed 5/23/12 | | 0% | RR |
| 65 | Current Security, Roles & Authorizatio | 10 days | Thu 5/10/12 | Wed 5/23/12 | | 0% | RR |
| 66 | **Discovery Phase Documentation** | **67 days** | **Mon 4/9/12** | **Tue 7/10/12** | | **7%** | |
| 67 | **As-Is Business Process Descriptions** | **20 days** | **Mon 4/9/12** | **Fri 5/4/12** | | **0%** | |
| 68 | Undergraduate Process - Internal revie | 15 days | Mon 4/9/12 | Fri 4/27/12 | | 0% | RR |
| 69 | Graduate Process - Internal review | 15 days | Mon 4/9/12 | Fri 4/27/12 | | 0% | JS |
| 70 | Present Draft Versions to Project Spor | 1 day | Mon 4/30/12 | Mon 4/30/12 | 68,69 | 0% | RR,JS |
| 71 | Updated completed versions after feed | 5 days | Mon 4/30/12 | Fri 5/4/12 | 68,69 | 0% | RR,JS |
| 72 | As-Is Busines Process Documentation | 0 days | Fri 5/4/12 | Fri 5/4/12 | 71 | 0% | |
| 73 | **As-Is Process Maps (Visual Micrografx F** | **24 days** | **Wed 5/2/12** | **Mon 6/4/12** | **70** | **0%** | |
| 74 | Graduate Students - Internal review | 17 days | Wed 5/2/12 | Thu 5/24/12 | | 0% | JS |
| 75 | Undergraduate Students | 17 days | Wed 5/2/12 | Thu 5/24/12 | | 0% | RR |
| 76 | Present Draft Versions to Project Spor | 1 day | Tue 5/29/12 | Tue 5/29/12 | | 0% | JS,RR |
| 77 | Updated completed versions after feed | 5 days | Tue 5/29/12 | Mon 6/4/12 | | 0% | JS,RR |
| 78 | As-Is Process Maps completed | 0 days | Mon 6/4/12 | Mon 6/4/12 | 77 | 0% | |
| 79 | **System Diagram (IS&T)** | **29 days** | **Thu 5/31/12** | **Tue 7/10/12** | **73** | **17%** | **RR** |
| 80 | High Level Picture | 20 days | Thu 5/31/12 | Wed 6/27/12 | | 55% | RR |
| 81 | Details - with Feeds, Interfaces, | 20 days | Tue 6/5/12 | Mon 7/2/12 | | 0% | RR |
| 82 | Present Draft Versions to Project Spor | 1 day | Tue 7/3/12 | Tue 7/3/12 | 81 | 0% | |
| 83 | Updated completed versions after feed | 5 days | Wed 7/4/12 | Tue 7/10/12 | 82 | 0% | |
| 84 | As-Is System Diagram completed | 0 days | Tue 7/10/12 | Tue 7/10/12 | 83 | 0% | |
| 85 | Review with Project Team, Stakeholders | 3 days | Wed 7/11/12 | Fri 7/13/12 | 79 | 0% | |
| 86 | Discovery Phase Completed | 0 days | Fri 7/13/12 | Fri 7/13/12 | 85 | 0% | |
| 87 | Define Phase | 50 days | Mon 7/16/12 | Fri 9/21/12 | 86 | 0% | |
| 88 | Design Phase | 50 days | Mon 9/24/12 | Fri 11/30/12 | 87 | 0% | |




Project: HRA Project Plan
Date: Fri 4/13/12

| | | | | | | | |
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| Progress | | Rolled Up Task | | Split | | Group By Summary | |
| Milestone | | Rolled Up Milestone | | External Tasks | | Deadline | |