

# Bi-Weekly Project Status Report 4/24/2015 – 5/08/2015

Submitted by Auxiliary Services, IT

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# 1 Discovery Project Summary

Priority	Project Name	Requestor	Description
1	TSP – Campus Cruiser Enhancements	Michelle Garcia	Online and Dispatch upgrades
1	ACCT – Check Scanning	Greg Laporte	The University no longer offers scanning solution. Currently, checks are scanned manually. Accounting would like to implement an effective solution (ITS – Laserfiche/RBS/Other) to remedy this process.
1	TSP – Update maps	Tony Mazza	Add maps to website showing similar map to housing for consistency.
1	HSP – Firewall Migration	Dirk De Jong	Migrate the management of the HSP Point of Sales (POS) firewalls from ITS to AS IT
1	HSP, BKS, TRX, COL, HOU PCI EMV (Pin and Chip) Implementation	Mark Ewalt	Assist in the purchase and implementation of the new PCI EMV technology mandated by the PCI DSS 3.1 standards
1	COL – USC Network Usage Infrastructure Policy Map and Gap	Joe Furin	To prepare for the upcoming University audit perform an internal assessment of adherence to USC policy and create a mediation list to be prioritized by the COL
2	SS - USC Network Infrastructure Usage Policy pre-audit remediation (BKS, HSP, TSP, HOU, RAD)		To prepare for upcoming University audit perform internal (AS IT) audit of remainder of business units for compliance to USC IT policy
2	HOU – Implement Meeting Room tablets	Keenan Cheung	Mount tablets to each meeting room door so requesters can view availability
2	BKS – Mobile app for catalog	Darren James	Create a mobile app for catalog
2	BKS – Create separate websites for Stanford, San Fran State and others to replace OsCommerce	Darren James	Create separate websites for schools to offer functionality to replace OsCommerce
2	UCP – Online Copyright Clearance Center	Darren James	Offer online solution to replace the current software that was initially written around 1990 in older version of VR, which now has limitations that either makes it impossible or difficult to incorporate new functions and to streamline daily functions with CCC.
2	HR – HR Website	Barbara Sladeck	Create a new website for HR
3	HSP – Create a Mobile App	Kris Klinger	Create a mobile app for USC Hospitality

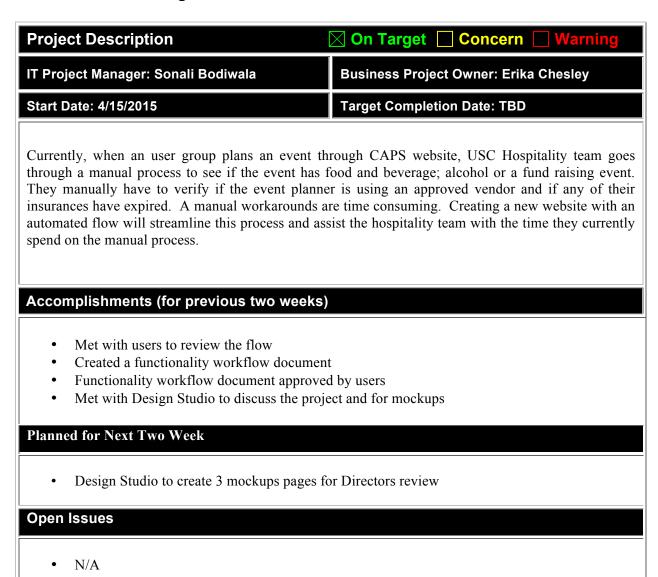
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3	HOU – Mobile Website	Keenan Cheung	Implement a Mobile Website for USC Housing
3	MonoPad Post Installation Support Plan	Keenan Cheung	Create a support plan for the installed MonoPads
3	BKS – eCommerce for USC Flower Shop	Darren James /Jerry Wingate	Add eCommerce functionality to USC Flower Shop website
3	BKS – Electronic Shelf Tag	Darren James	Implement a system to use electronic merchandise tags
3	BKS – Redesign Gamble House Bookstore	Darren James	Gamble House website is changed with the new design so the bookstore would like to match the Gamble House bookstore website to the Gamble House website
TBD	BKS – Additional payment option on BKS website	Rehab Khouri	Add USCard payment option to the USC Bookstore website
TBD	TSP – Luke Pay-Station Upgrade	Tony Mazza	Upgrade Luke Pay-Station Terminals
TBD	TSP – Online Daily Reservation Edits/Deletes	Tony Mazza	Update Online Daily Reservation System so that users are able to edit and delete their existing reservations (with integration to T2)
TBD	COL – Mobile Website	Joe Furin	Create a mobile website for Los Angeles Memorial Coliseum & Sports Arena
TBD	HSP – Rewrite The Lab website	Erika Chesley	Rewrite The Lab website using the same template as The Edmondson

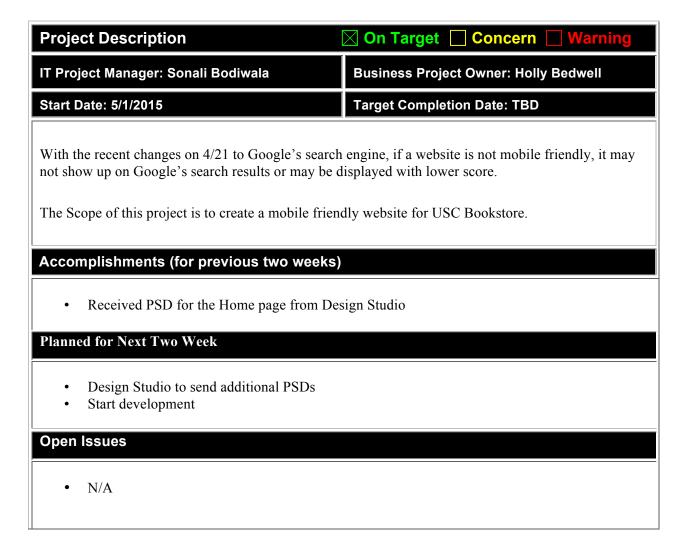
## 2 Active Project Summary

Project	Project Name	Status	Assessment
3	HSP – Event Planning Website	On Target	Next Milestone – Development Target Project Completion Date – TBD
4	BKS – Create a Mobile Friendly Website	On Target	Next Milestone – Development Target Project Completion Date – TBD
5	BKS – Online Computer Store	On Target	Next Milestone – Development Target Project Completion Date – 6/30/15
6	HOU – Translate Housing Website to Chinese	On Target	Next Milestone – Development Target Project Completion Date – 5/30/15
7	TSP – Update Transportation App for IOS and Android	On Target	Next Milestone – Development Target Project Completion Date – TBD
8	SS – Contract Management System Implementation	On Target	Next Milestone – Development Target Project Completion Date – 6/1/2015
9	SS – Kronos (Purchase & Implementation of addition clocks)	On Target	Next Milestone – Development Target Project Completion Date – TBD
10	SS – Kronos Timekeeping Scheduling Module Implementation	On Target	Next Milestone – Development Target Project Completion Date – 6/19/2015
11	SS – Kronos Custom Time Edit Report	On Target	Next Milestone – Development Target Project Completion Date – 6/06/2015
12	SS – 2014 External PCI Audit Support	On Target	Next Milestone – Development Target Project Completion Date – 6/30/2015
13	TSP – T2 Flex Credit Card Gateway Upgrade	On Target	Next Milestone – Implementation Target Project Completion Date – TBD
14	UCP – Create a new website for EMBA	On Target	Next Milestone – Development Target Project Completion Date – TBD
15	SS – MS 365 Email Implementation Phase III	On Target	Next Milestone – Phase III Target Project Completion Date – TBD
16	HSP – AS Business Unit Website NextGen Project Hospitality	On Target	Next Milestone – Development Target Project Completion Date – 8/10/2015

#### 3 HSP - Event Planning Website



## 4 BKS – Create a Mobile Friendly Website



#### 5 BKS - Online Computer Store



Computer Store would like to sell apple products online where customers will be required to enter a 10 digit USCID or the year they graduated for record purposes. At this time the gathered information will not be verified by the computer store.

The look and feel will not change for the website in this phase.

#### **Accomplishments (for previous two weeks)**

- Top navigation created
- Left navigation created
- Pages for Apple categories created
- Breadcrumbs are added to each category and product pages for Apple
- Documentation created and sent to users to make changes planned for next 2 weeks
- Test site released to users for testing

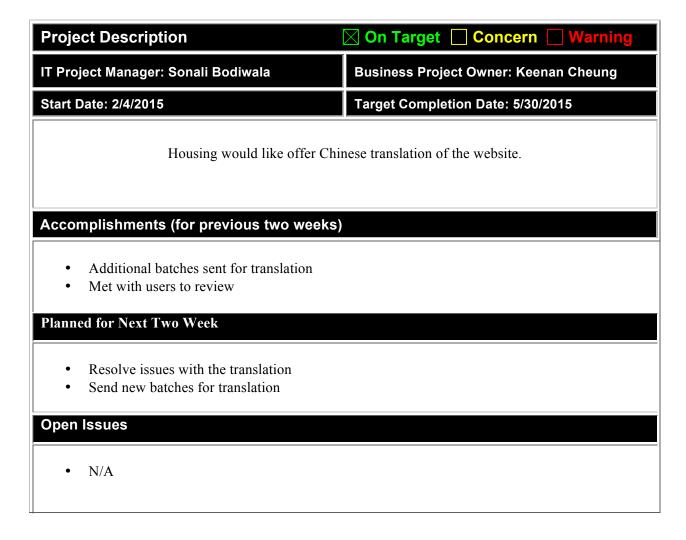
#### Planned for Next Two Week

- Users to add products, images
- Users to update additional fields for USCID and Part Number search
- Users to update multi-store functionality configuration
- Users to add pick up locations
- Users to update content for 3 email templates
- Users to review the test site and provide feedback

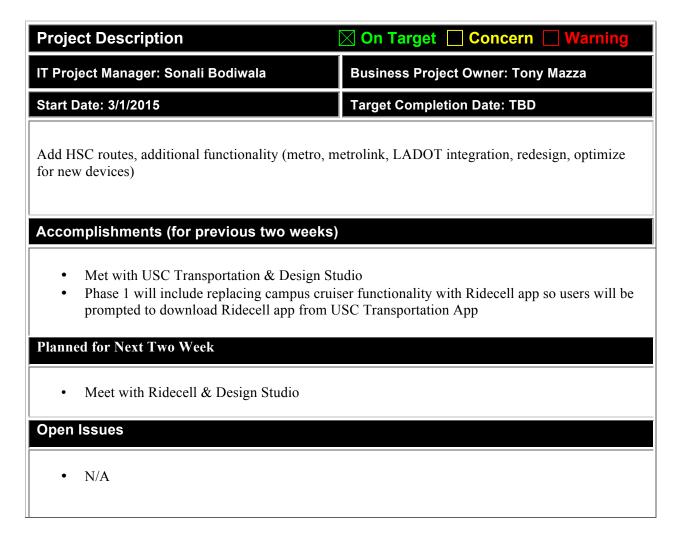
#### **Open Issues**

N/A

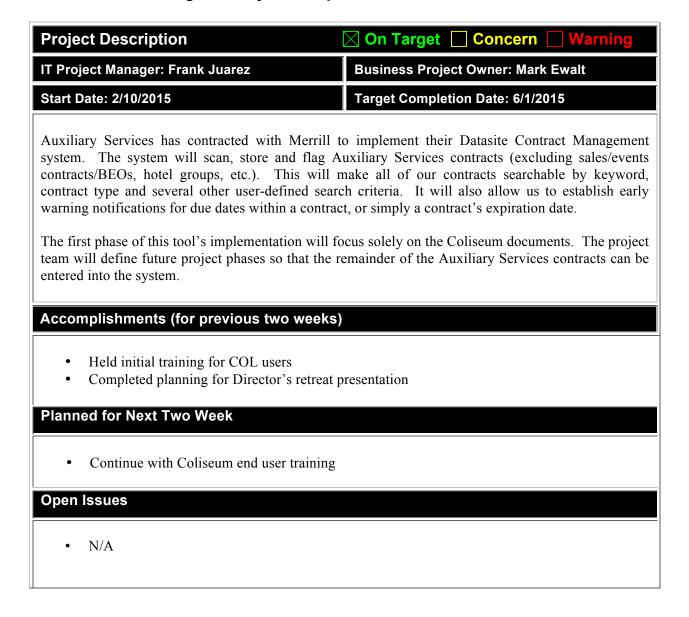
## 6 HOU – Translate Housing Website to Chinese



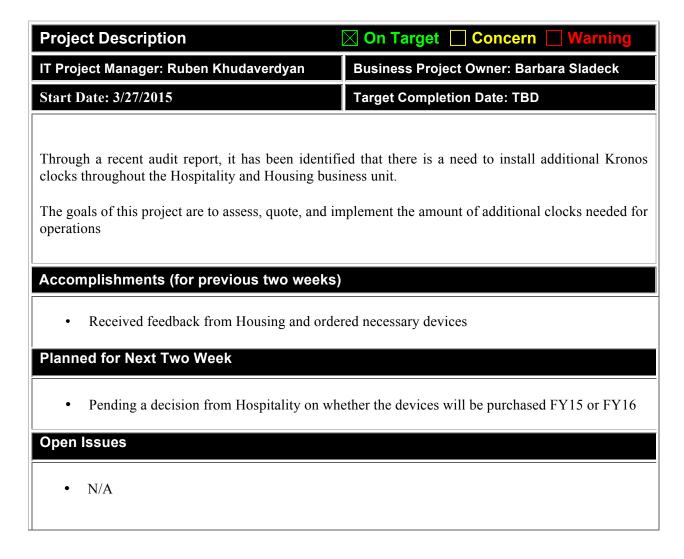
## 7 TSP – Update Transportation App for iOS and Android



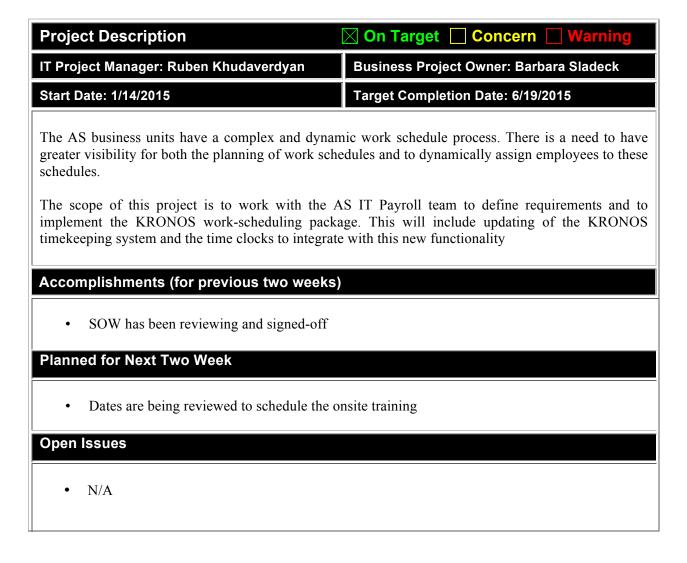
#### 8 SS – Contract Management System Implementation



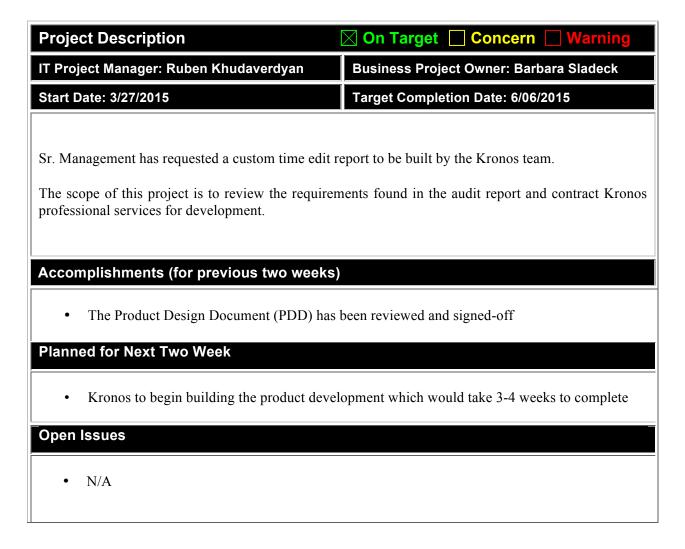
## 9 SS – KRONOS (Purchase & implementation of additional clocks)



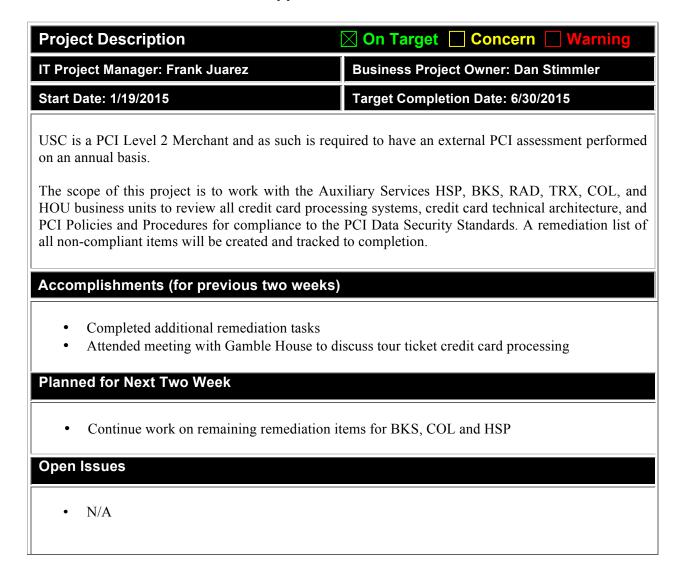
#### 10 SS – KRONOS Timekeeping – Scheduling Module Implementation



#### 11 SS - KRONOS Custom Time Edit Report



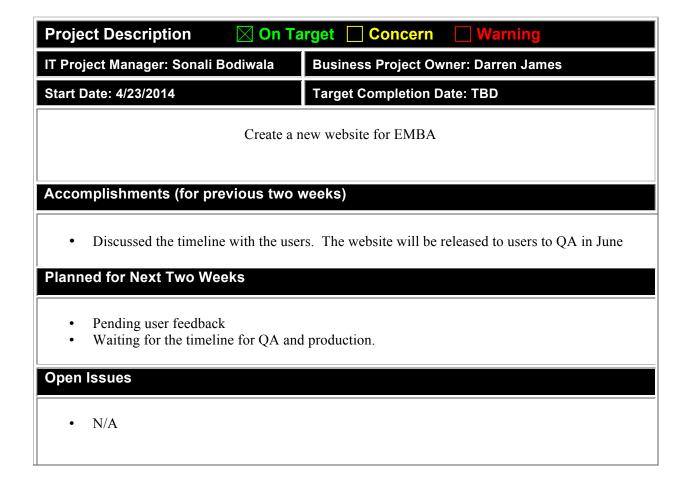
#### 12 SS - 2014 External PCI Audit Support



## 13 TSP – T2 Flex Credit Card Gateway Upgrade

Project Description			
IT Project Manager: Ruben Khudaverdyan	Business Project Owner: David Donovan		
Start Date: 9/11/14	Target Completion Date: TBD		
AS IT has received a notification from T2 Flex that they have selected Fusebox, a product from Elavon as the new credit card gateway for the T2 POS application. The Gateway vendor provides the software that will link T2 application to the credit card processor.			
This is a required upgrade. The existing Gateway Protobase also a product of Elavon will reach end-of-life on September 30 <sup>th</sup> 2014. **Elavon provided assurance that we will not experince disruption of services while their legal team is reviwing the Security Addendum**			
Accomplishments (for previous two wee	eks)		
OGC is reviewing the latest revisions of the Terms and Conditions and Security Addendum from Elavon			
Planned for Next Two Weeks			
Pending Elavon feedback			
Open Issues			
• N/A			

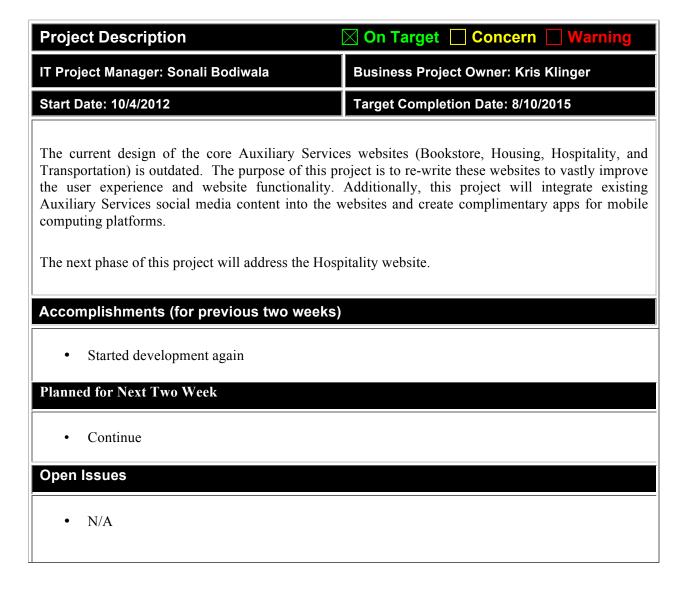
#### 14 UCP - Create a new website for EMBA



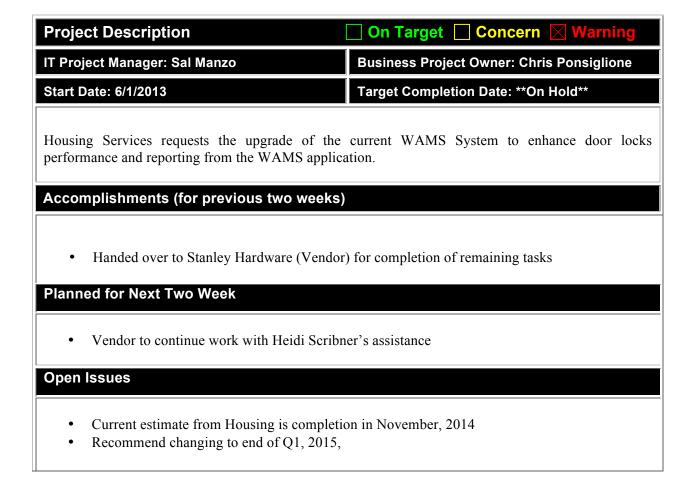
# 15 SS - MS 365 Email Implementation Phase III

Project Description			
IT Project Manager: Ruben Khudaverdyan	Business Project Owner: Dan Stimmler		
Start Date: 2/20/2013	Target Completion Date: TBD		
USC is in the process to migrate to the University email and calendaring systems to the Microsoft Office 365 cloud based services. The first phase of this project will be to migrate all faculty and staff the MS 365 environment. Future phases will include rolling out the Link collaboration tool and MS 365 SharePoint.  Auxiliary Services has been identified as the 4 <sup>th</sup> business unit that will migrate to the new environment. The first phase of this project will eliminate the auxiliary email domain and will have all users migrate to the new USC MS 365 tenancy.			
Accomplishments (for previous two week	s)		
<ul> <li>Completed SYMPA training</li> <li>Began the deletion of Aux org accounts</li> </ul>			
Planned for Next Two Weeks			
<ul> <li>Complete the transition of Transportation and Hospitality accounts</li> <li>Update TSP &amp; HSP websites with new @usc.edu email addresses</li> <li>Configure user accounts identified by TSP &amp; HSP</li> </ul>			
Open Issues			
• N/A			

## 16 HSP - AS Business Unit Website NextGen Project - Hospitality



#### 17 HOU – WAMS Server Implementation Phase II



#### 18 SS – Disaster Recovery Program



Currently the AS IT team backs up data from our storage devices and file servers to a local SAN device located in the Carol Little building. Although having data backups gives us some capability for recovering any lost data it does not give us the ability to recover data and resume systems operations if the Carol Little building or the ITS data center is compromised or unable to function due to local emergencies effecting its operations.

#### **AS IT Disaster Recovery Program Description**

This program will limit the disruption to our Auxiliaries organization in the wake of a disaster or other critical outage. This plan once fully implemented will allow the organization to quickly resume mission-critical functions, and minimize the negative effects of a disaster. These file servers; storage devices and other critical system will be located at our offsite co-location facility located in Arizona.

#### **Benefits**

- Restoration of Servers.
- Restoration of Network Storage devices
- Restoration of critical Business Systems.
- Re-provisioning of the Auxiliaries Local Area Network to meet the immediate business needs.
- Minimize the down time during any disaster or critical outage.

#### **Accomplishments (for previous two weeks)**

- Continue configuration of replication sites
- Requested switch replacement configuration from ITS
- Replace faulty switch at SunGard, AZ
- Continue replication testing and confirm functionality
- Begin initial Technical documentation

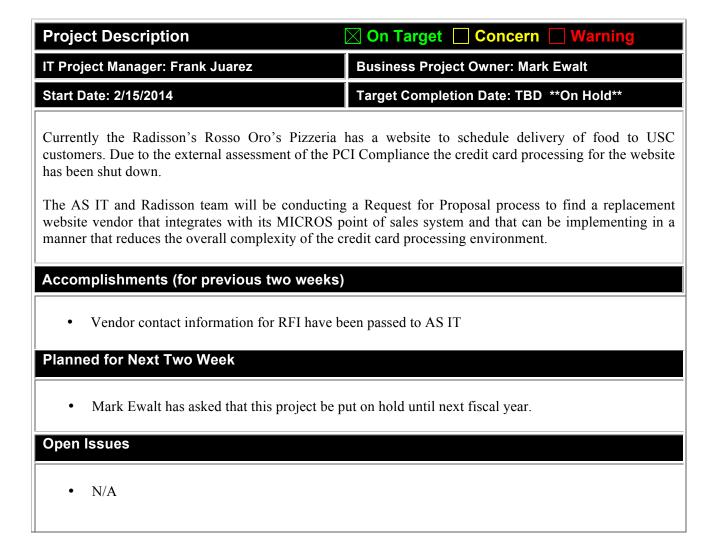
#### **Planned for Next Two Week**

\*\* Due to project resource availability and higher priorities this project is being temporarily put on hold \*\*

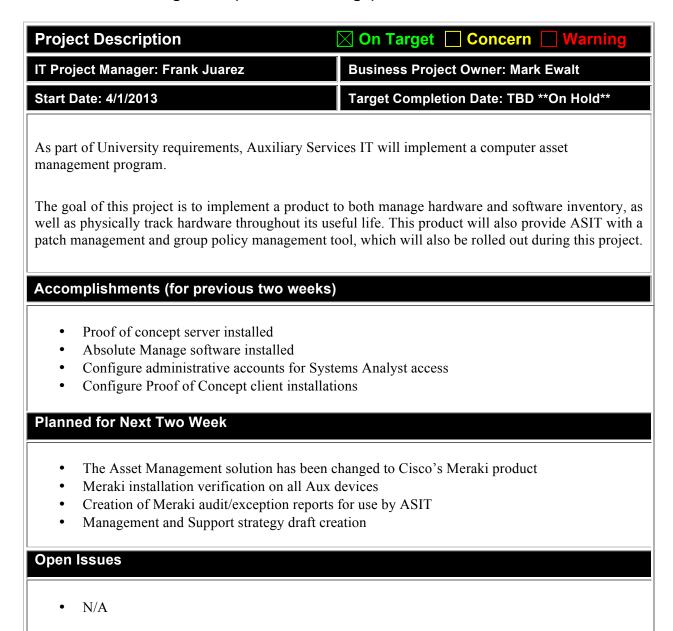
#### **Open Issues**

N/A

#### 19 RAD - Rosso Oro's Online Ordering Vendor Replacement



#### 20 ASIT - Asset Management (Absolute Manage)



## 21 Archived Project Summary

Priority	Project Name	Requestor	Description
N/P	HSP – Expand URBNMRKT Landing Page to Website	Erika Chesley	Expand the existing single landing page for URNBMRKT into a complete, standalone website.
N/P	ADM – Automate Payroll Feed from Payroll to Accounting	Dave Racewicz	Automate the process so the feed from AIS is automatically converted into the data HR, the Controllers, and the Directors can use.
N/P	BKS – Sales Tax Table Integration Project	Marissa Tan	The ability to modify the backend so the process will update the sales tax according to shipper's zip code for the states we can collect sales tax.
N/P	BKS – Mobile Applications for USC Bookstores	Darren James	Develop one or more applications using mobile technologies
N/P	HSP – Delphi CC Safeguard	Erika Chesley	<u>Protect</u> against unauthorized access or use of records or information which could result in harm or inconvenience to customer.
N/P	HSP – Web Online Ordering Application	Kris Klinger	Online Ordering Application
N/P	TSP – Interactive displays at UPC Bus Stops	Michelle Garcia	Implement KIOSKs at selected bus stops displaying bus route information
N/P	Create/Update Commencement Website	Mark Ewalt	Create a new website or update the bookstore website to streamline ordering from Herf Jones for Commencement
N/P	BKS – Figueroa Press Rewrite	Mark Ewalt	Rewrite of Figueroa Press website.
N/P	TSP – Implement QR Functionality	Michelle Garcia	Begin using QR for marketing at Transportation locations.
N/P	HSP – Norris Healthcare Center POS Implementation	Kris Klinger	Implement POS solution at the NHC
N/P	ASIT – Arc-Sight Log Depository Implementation	Frank Juarez	Implement System Log archival solution for Auxiliary Services.

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N/P	COL – Coliseum USCard Implementation	i loe Fiirin	Implement a process to accept USCard at the Coliseum
N/P	TSP – Flex/AIS Integration for IR	Noel Aguilar	When parking permits are issued against interdepartmental requisitions, the posting to both AIS and Flex is manual and managed separately.