



Bi-Weekly Project Status Report
6/19/2015 – 7/3/2015

Submitted by Auxiliary Services, IT

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1 Discovery Project Summary

Priority	Project Name	Requestor	Description
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	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
1	BKS – Additional payment option on BKS website	Rehab Khouri	Add USCard payment option to the USC Bookstore website
1	TSP – Luke Pay-Station Upgrade	Tony Mazza	Upgrade Luke Pay-Station Terminals
1	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)
1	COL – Mobile Website	Joe Furin	Create a mobile website for Los Angeles Memorial Coliseum & Sports Arena
2	HSP – Rewrite The Lab website	Erika Chesley	Rewrite The Lab website using the same template as The Edmondson
2	SS - USC Network Infrastructure Usage Policy pre-audit remediation (BKS, HSP, TSP, HOU, RAD)	Mark Ewalt	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
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 – 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
3	AS Energy Consumption Data Repository	Mark Ewalt	Create a data repository to collect historical energy usage for historical/as hoc reporting purposes
TBD	TSP – Parking Meters EMV Retrofit	Tony Mazza	Upgrade existing parking meters for the ability to accept EMV ready credit cards.
TBD	BKS – Visual Ratex EMV Ready Pin Pad Implementation	Darren James	Implement EMV Ready Pin Pads
TBD	USC –Admin Ops (CAPS) Event Planning Website	Mark Ewalt	Rewrite the existing Event Planning Website, written by Admin Ops (CAPS), used by USG, FMS, DPS, Fire & Safety, USC Hospitality, USC Transportation, Campus Filming, Protocol & Events, and Student Affairs.
TBD	HOU – Integration with USCard and StarRez for Persona locks	Chris P.	Create a process to capture room card information from USCard to store in StarRez to make it available for Persona.

2 Active Project Summary

Project	Project Name	Status	Assessment
3	TSP – Fuel Station Dispenser Upgrade	On Target	Next Milestone – Project Start Target Project Completion Date – 9/1/2015
4	HSP – Agilysys POS System Upgrade	On Target	Next Milestone – Project Start Target Project Completion Date – 8/21/2015
5	BKS – VR 19.3 Upgrade	On Target	Next Milestone – Testing Target Project Completion Date – 7/21/15
6	SS – AS DataMart Discovery Project	On Target	Next Milestone – Testing Target Project Completion Date – 8/30/15
7	BKS – Upgrade eRatex to 4.4	On Target	Next Milestone – Testing Target Project Completion Date – 7/31/15
8	HSP – Event Planning Website	On Target	Next Milestone – Development Target Project Completion Date – *TBD
9	BKS – Create a Mobile Friendly Website	On Target	Next Milestone – Development Target Project Completion Date – 12/31/2015
10	BKS – Online Computer Store	On Target	Next Milestone – Development Target Project Completion Date – 8/31/2015
11	HOU – Translate Housing Website to Chinese	On Target	Next Milestone – Development Target Project Completion Date – 7/15/2015
12	TSP – Update Transportation App for IOS and Android	On Target	Next Milestone – Development Target Project Completion Date – 9/30/2015
13	SS – Kronos (Purchase & Implementation of addition time clocks)	On Target	Next Milestone – Development Target Project Completion Date – 7/31/2015
14	SS – Kronos Timekeeping Scheduler Module Implementation	On Target	Next Milestone – Implementation Target Project Completion Date – 12/18/2015
15	SS – Kronos Custom Time Edit Report	On Target	Next Milestone – Development Target Project Completion Date – 7/17/2015
16	TSP – T2 Flex Credit Card Gateway Upgrade	On Target	Next Milestone – Implementation Target Project Completion Date – 8/15/2015

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17	UCP – Create a new website for EMBA	On Target	Next Milestone – Development Target Project Completion Date – *TBD
18	SS – MS 365 Email Implementation Phase III	On Target	Next Milestone – Development Target Project Completion Date – 7/31/2015
19	HSP – AS Business Unit Website NextGen Project Hospitality	On Target	Next Milestone – Development Target Project Completion Date – 8/10/2015

3 TSP – Fuel Station Dispenser Upgrade

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning
IT Project Manager: Ruben Khudaverdyan	Business Project Owner: Michelle Garcia	
Start Date: 6/30/2015	Target Completion Date: 9/1/2015	
<p>With the upcoming Europay MasterCard Card (EVM) Liability shift USC Transportation has decided to upgrade the current dispensers with EMV ready card readers.</p> <p>EMV technology protects payments by generating a unique, one-time code needed for the transaction to be approved. This feature makes it virtually impossible to counterfeit cards, helping to eliminate fraud.</p>		
Accomplishments (for previous two weeks)		
<ul style="list-style-type: none"> • Project Start • Met with Jones Coney Inc. to review the project 		
Planned for Next Two Week		
<ul style="list-style-type: none"> • Review implementation timeline with Fuel Force • Schedule a requirements discussion between Fuel Force and Jones Covey Inc. 		
Open Issues		
<ul style="list-style-type: none"> • N/A 		

4 HSP – Agilysys POS System Upgrade

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Ruben Khudaverdyan		Business Project Owner: Dirk de Jong	
Start Date: 5/19/2015		Target Completion Date: 8/21/2015	
<p>USC Hospitality has hosted the Agilysys POS solution on campus for several years across multiple retail and restaurant venues. To continue doing business and complying with industry standards such as PCI-DSS and Microsoft supported platforms, the governance committee has made a decision to upgrade the existing environment to a PCI supported platform, patch existing hardware up to date, implement a point-to-point-encrypted (P2PE) card processing method with the ability to process Europay, MasterCard, Visa (EMV) capable credit cards, and migrate the solution into a hosted data center environment that will be supported by the Agilysys technical team.</p> <p>The Agilysys upgrade project goals are to upgrade the current Agilysys Point-of-Sale (POS) terminals with additional random-access memory (RAM), Implement new server environment with Agilysys datacenter running IG 4.4.6, implement a local interface server for Blackboard communication, re-image all local POS terminals with POSReady 7, install and configure Ingenico P2PE modular terminals.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> • Project Kick-Off • Deliver Vision & Scope documents along with implementation timeline • Distributed action items and status call information 			
Planned for Next Two Week			
<ul style="list-style-type: none"> • Provide Var information to Agilysys for P2PE Gateway configuration • Discuss and review the type of data that will need to be reconciled 			
Open Issues			
<ul style="list-style-type: none"> • N/A 			

5 BKS – VR 19.3 Upgrade

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Keith Heberling		Business Project Owner: Darren James	
Start Date: 6/17/2015		Target Completion Date: 7/21/2015	
<p>The purpose of this project is install the latest patch (19.3) on the Visual Ratex application</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> • Users finished testing • Exchange issue has been fixed 			
Planned for Next Two Week			
<ul style="list-style-type: none"> • Install to go-live 7/19 • Send out memo in regards to post-install 			
Open Issues			
<ul style="list-style-type: none"> • N/A 			

6 SS – AS DataMart Discovery Project

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Frank Juarez		Business Project Owner: Mark Ewalt	
Start Date: 6/10/2015		Target Completion Date: 8/30/2015	
<p>USC is a PCI Level 2 Merchant and as such is required to have an external PCI assessment performed on an annual basis.</p> <p>The scope of this project is to work with the Auxiliary Services HSP, BKS, RAD, TRX, COL, and HOU business units to review all credit card processing systems, credit card technical architecture, and PCI Policies and Procedures for compliance to the PCI Data Security Standards. A remediation list of all non-compliant items will be created and tracked to completion.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> Worked with HSP and Payroll teams and Vendors to analyze the current data extracts and reports 			
Planned for Next Two Week			
<ul style="list-style-type: none"> Schedule final interviews Meet with Agilysys to discuss data extract methodologies 			
Open Issues			
<ul style="list-style-type: none"> N/A 			

7 BKS – Upgrade eRatex to 4.4

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning
IT Project Manager: Sonali Bodiwala	Business Project Owner: Rehab Khouri	
Start Date: 06/01/2015	Target Completion Date: 7/31/2015	
<p>To fix bugs identified during testing of the computer store project on existing eRatex version, we need to upgrade eRatex to 4.4 from 4.2.</p>		
Accomplishments (for previous two weeks)		
<ul style="list-style-type: none"> • Weekly calls with end users to identify issues • Target upgrade date scheduled by RBS as 7/28. To be confirmed by 7/21 		
Planned for Next Two Week		
<ul style="list-style-type: none"> • Receive a customer sign-off document • Confirm the target upgrade date with RBS 		
Open Issues		
<ul style="list-style-type: none"> • N/A 		

8 HSP – Event Planning Website

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Sonali Bodiwala		Business Project Owner: Erika Chesley	
Start Date: 5/15/2015		Target Completion Date: *TBD	
<p>Create a new website for Hospitality to manage event planning, to streamline the process. Events are created from Admin Ops website. Currently, hospitality manages these events manually through individual email client, which makes it difficult to audit/track events and missing information.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> • Mockups created by Design Studio and sent for review to the directors. • Met with Admin Ops to review if integration is possible to avoid multiple data entry – AdminOps does not have any resources for integration so initially there will be multiple data entry 			
Planned for Next Two Week			
<ul style="list-style-type: none"> • Begin development upon the approval of the mockups 			
Open Issues			
<ul style="list-style-type: none"> • N/A 			

9 BKS – Create a Mobile Friendly Website

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Sonali Bodiwala		Business Project Owner: Holly Bedwell	
Start Date: 5/1/2015		Target Completion Date: 12/31/2015	
<p>With the recent changes on 4/21 to Google’s search engine, if a website is not ‘mobile friendly’, it may not show up on Google’s search results or may be displayed with lower score.</p> <p>The Scope of this project is to create a mobile friendly website for USC Bookstore.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> The project was on hold due to eRatex upgrade on the test site. Once eRatex is upgraded, we will restart the development. 			
Planned for Next Two Week			
<ul style="list-style-type: none"> Pending the completion of the eRatex 4.4 project 			
Open Issues			
<ul style="list-style-type: none"> N/A 			

10 BKS – Online Computer Store

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Sonali Bodiwala		Business Project Owner: Rehab Khouri	
Start Date: 04/24/2015		Target Completion Date: 8/31/2015	
<p>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.</p> <p>The look and feel will not change for the website in this phase.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> • Due to eRatex 4.4 upgrade on test site, bookstore will need to re-enter custom field for USC Card, Shipping Options and test again. • Held a meeting with users on 6/18 			
Planned for Next Two Week			
<ul style="list-style-type: none"> • Users to add additional products, images • Users to update additional fields for USCID and Part Number search • Users to add pick up locations • Users to setup fee option • Users to update content for 3 email templates • Users to review the test site and provide feedback • Next meeting scheduled for 6/25 			
Open Issues			
<ul style="list-style-type: none"> • N/A 			

11 HOU – Translate Housing Website to Chinese

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Sonali Bodiwala		Business Project Owner: Keenan Cheung	
Start Date: 2/4/2015		Target Completion Date: 7/15/2015	
<p>Housing would like offer Chinese translation of the website.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> • Additional batches sent for translation • Met with users to review • After meeting with the users it was agreed that IT will release the Chinese website to end users by 6/24 to test and the site will be pushed to production by 6/30 with the translated content. There may be some content waiting for the translator to be completed, which will be pushed as the translations are received. • USC Housing did not want to release the website partially translated so the target launch date is pushed to 7/15. • Sent the website to USC Housing. • Working with USC Housing to resolve issues • Conduct weekly meetings with USC Housing 			
Planned for Next Two Week			
<ul style="list-style-type: none"> • Resolve issues with the translation • Next meeting scheduled for 7/14 • Target launch date is set to 7/15 			
Open Issues			
<ul style="list-style-type: none"> • N/A 			

12 TSP – Update Transportation App for iOS and Android

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Sonali Bodiwala		Business Project Owner: Tony Mazza	
Start Date: 3/1/2015		Target Completion Date: 9/30/2015	
<p>Add HSC routes, additional functionality (metro, metrolink, LADOT integration, redesign, optimize for new devices)</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> • After meeting with the users it was decided that this release will have the following features: <ul style="list-style-type: none"> ○ Update UPC routes ○ Update existing content (if needed) ○ Add Ridecell link • Released iOS app to users 			
Planned for Next Two Week			
<ul style="list-style-type: none"> • Once iOS app is approved, send to iTunes App Store • Start updating the android app. 			
Open Issues			
<ul style="list-style-type: none"> • N/A 			

13 SS – KRONOS (Purchase & Implementation of additional time-clocks)

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Ruben Khudaverdyan		Business Project Owner: Barbara Sladeck	
Start Date: 3/27/2015		Target Completion Date: 7/31/2015	
<p>Through a recent audit report, it has been identified that there is a need to install additional Kronos clocks throughout the Hospitality and Housing business unit.</p> <p>The goals of this project are to assess, quote, and implement the amount of additional clocks needed for operations</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> Processed quote for data & power to install 8 time-clock devices in Hospitality 			
Planned for Next Two Week			
<ul style="list-style-type: none"> Complete data and electrical requirements to install Housing time-clocks Configure and Install Kronos Clocks Perform a walkthrough and determine device locations for Hospitality 			
Open Issues			
<ul style="list-style-type: none"> N/A 			

14 SS – KRONOS Timekeeping – Scheduler Module Implementation

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Ruben Khudaverdyan		Business Project Owner: Barbara Sladeck	
Start Date: 1/14/2015		Target Completion Date: 12/18/2015	
<p>The AS business units have a complex and dynamic work schedule process. There is a need to have greater visibility for both the planning of work schedules and to dynamically assign employees to these schedules.</p> <p>The scope of this project is to work with the AS IT Payroll team to define requirements and to implement the KRONOS work-scheduling package. This will include updating of the KRONOS timekeeping system and the time clocks to integrate with this new functionality</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> Completed Kronos Scheduler on-site training 			
Planned for Next Two Week			
<ul style="list-style-type: none"> Work with Kronos Application Consultant to build organizational maps. Once the structure is built, it will take approximately 5 weeks to configure Cost Of Schedules within Scheduler Module Begin the development of the Auxiliaries Scheduler Training Program 			
Open Issues			
<ul style="list-style-type: none"> N/A 			

15 SS – KRONOS Custom Time Edit Report

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Ruben Khudaverdyan		Business Project Owner: Barbara Sladeck	
Start Date: 3/27/2015		Target Completion Date: 7/17/2015	
<p>Sr. Management has requested a custom time edit report to be built by the Kronos team.</p> <p>The scope of this project is to review the requirements found in the audit report and contract Kronos professional services for development.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> Product testing 			
Planned for Next Two Week			
<ul style="list-style-type: none"> Continue product testing Sign-Off 			
Open Issues			
<ul style="list-style-type: none"> N/A 			

16 TSP – T2 Flex Credit Card Gateway Upgrade

Project Description <input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Ruben Khudaverdyan	Business Project Owner: David Donovan
Start Date: 9/11/14	Target Completion Date: 8/15/2015
<p>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.</p> <p>This is a required upgrade. The existing Gateway Protobase also a product of Elavon will reach end-of-life on September 30th 2014. **Elavon provided assurance that we will not experince disruption of services while their legal team is reviwing the Security Addendum**</p>	
Accomplishments (for previous two weeks)	
<ul style="list-style-type: none"> • Received fully executed documentation • Submitted merchant information to the new gateway provider 	
Planned for Next Two Weeks	
<ul style="list-style-type: none"> • Pending feedback from Elavon to schedule Implementation 	
Open Issues	
<ul style="list-style-type: none"> • N/A 	

17 UCP – Create a new website for EMBA

Project Description <input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Sonali Bodiwala	Business Project Owner: Darren James
Start Date: 4/23/2014	Target Completion Date: TBD
Create a new website for EMBA	
Accomplishments (for previous two weeks)	
<ul style="list-style-type: none"> • Discussed the timeline with the users that 3 days are not enough for testing • Waiting for user availability for July 	
Planned for Next Two Weeks	
<ul style="list-style-type: none"> • Pending user feedback • Waiting for the timeline for QA and production. 	
Open Issues	
<ul style="list-style-type: none"> • N/A 	

18 SS – MS 365 Email Implementation Phase III

Project Description <input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Ruben Khudaverdyan	Business Project Owner: Dan Stimmler
Start Date: 2/20/2013	Target Completion Date: 7/31/2015
<p>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.</p> <p>Auxiliary Services has been identified as the 4th 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.</p>	
Accomplishments (for previous two weeks)	
<ul style="list-style-type: none"> Updated HSP websites with new @usc.edu email addresses 	
Planned for Next Two Weeks	
<ul style="list-style-type: none"> Begin the deletion of Aux Org accounts Server “clean up” 	
Open Issues	
<ul style="list-style-type: none"> N/A 	

19 HSP - AS Business Unit Website NextGen Project – Hospitality

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Sonali Bodiwala		Business Project Owner: Kris Klinger	
Start Date: 10/4/2012		Target Completion Date: 8/10/2015	
<p>The current design of the core Auxiliary Services websites (Bookstore, Housing, Hospitality, and Transportation) is outdated. The purpose of this project is to re-write these websites to vastly improve the user experience and website functionality. Additionally, this project will integrate existing Auxiliary Services social media content into the websites and create complimentary apps for mobile computing platforms.</p> <p>The next phase of this project will address the Hospitality website.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> Send the website to users for their review 			
Planned for Next Two Week			
<ul style="list-style-type: none"> Waiting for user feedback 			
Open Issues			
<ul style="list-style-type: none"> N/A 			

20 SS – Disaster Recovery Program

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning
IT Project Manager: Frank Juarez	Business Project Owner: Mark Ewalt	
Start Date: 4/1/2014	Target Completion Date: 9/15/2014 **On Hold**	
<p>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.</p> <p><u>AS IT Disaster Recovery Program Description</u></p> <p>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.</p> <p><u>Benefits</u></p> <ul style="list-style-type: none"> • 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)		
<ul style="list-style-type: none"> • 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		
<ul style="list-style-type: none"> • ** Due to project resource availability and higher priorities this project is being temporarily put on hold ** 		
Open Issues		
<ul style="list-style-type: none"> • N/A 		

21 ASIT – Asset Management (Absolute Manage)

Project Description		<input checked="" type="checkbox"/> On Target <input type="checkbox"/> Concern <input type="checkbox"/> Warning	
IT Project Manager: Frank Juarez		Business Project Owner: Mark Ewalt	
Start Date: 4/1/2013		Target Completion Date: TBD **On Hold**	
<p>As part of University requirements, Auxiliary Services IT will implement a computer asset management program.</p> <p>The goal of this project is to implement a product to both manage hardware and software inventory, as well as physically track hardware throughout its useful life. This product will also provide ASIT with a patch management and group policy management tool, which will also be rolled out during this project.</p>			
Accomplishments (for previous two weeks)			
<ul style="list-style-type: none"> • Proof of concept server installed • Absolute Manage software installed • Configure administrative accounts for Systems Analyst access • Configure Proof of Concept client installations 			
Planned for Next Two Week			
<ul style="list-style-type: none"> • The Asset Management solution has been changed to Cisco’s Meraki product • Meraki installation verification on all Aux devices • Creation of Meraki audit/exception reports for use by ASIT • Management and Support strategy draft creation 			
Open Issues			
<ul style="list-style-type: none"> • N/A 			

22 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 URBNMRKT 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	Protect 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	Joe Furin	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.