

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 housi consistency.		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

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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.

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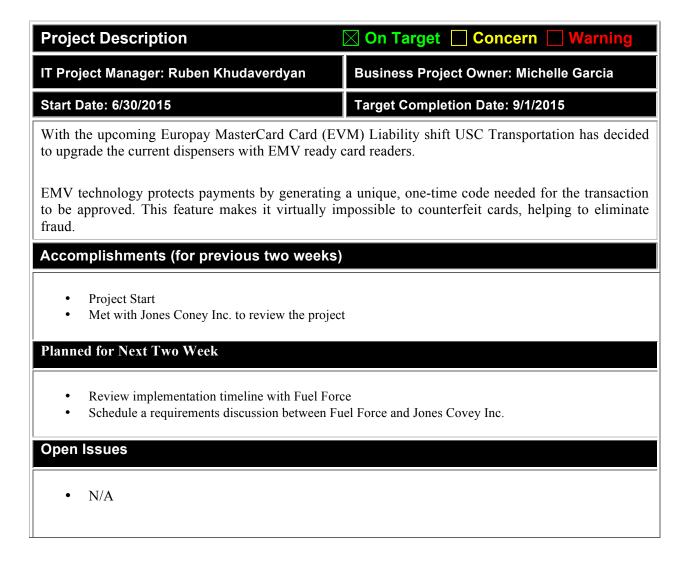
2 Active Project Summary

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



4 HSP - Agilysys POS System Upgrade



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.

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, reimage all local POS terminals with POSReady 7, install and configure Ingenico P2PE modular terminals.

Accomplishments (for previous two weeks)

- Project Kick-Off
- Deliver Vision & Scope documents along with implementation timeline
- Distributed action items and status call information

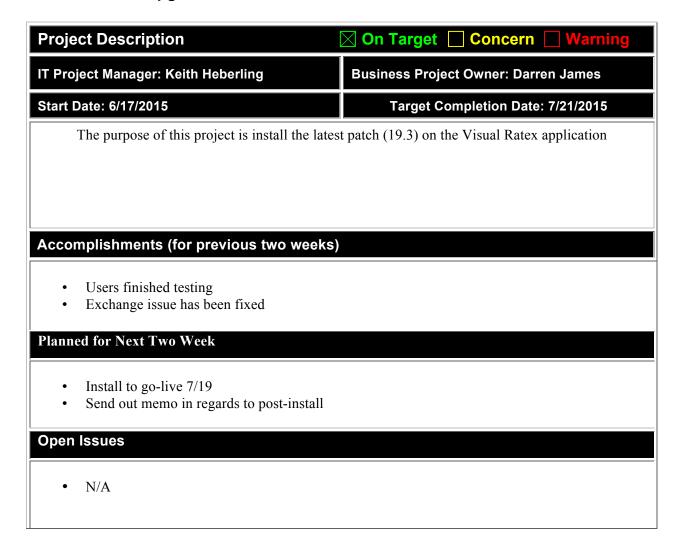
Planned for Next Two Week

- Provide Var information to Agilysys for P2PE Gateway configuration
- Discuss and review the type of data that will need to be reconciled

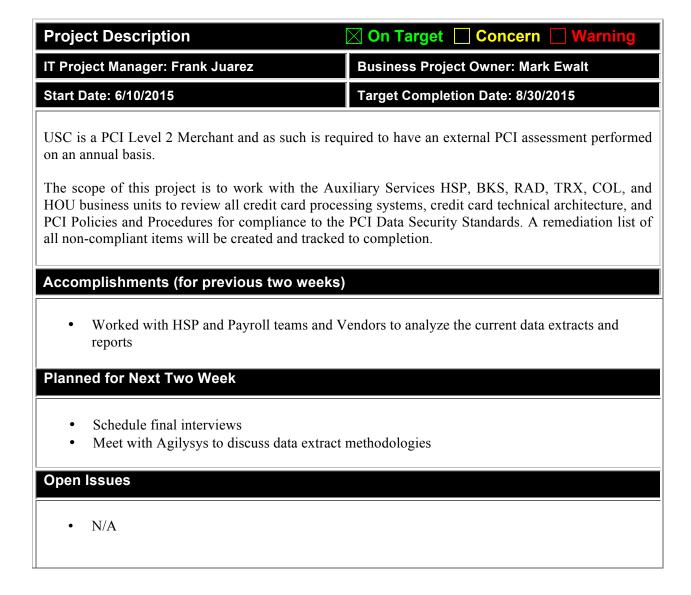
Open Issues

• N/A

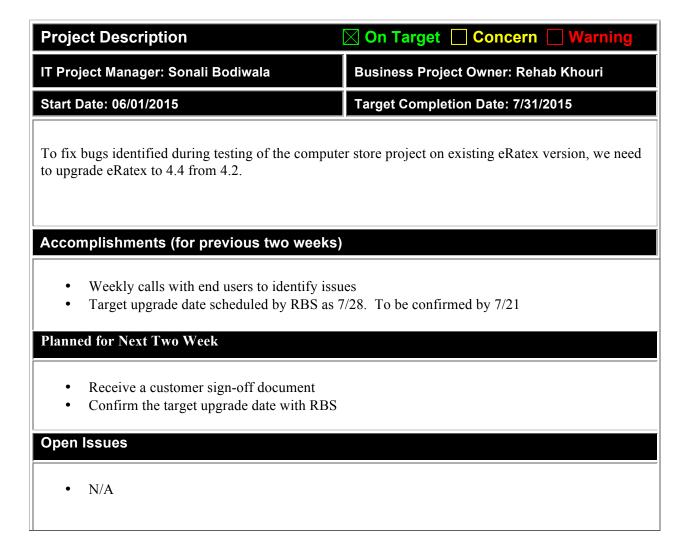
5 BKS – VR 19.3 Upgrade



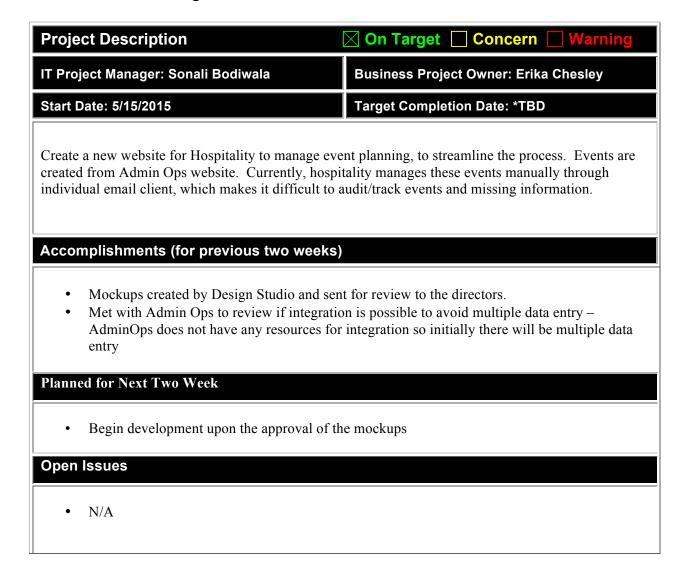
6 SS – AS DataMart Discovery Project



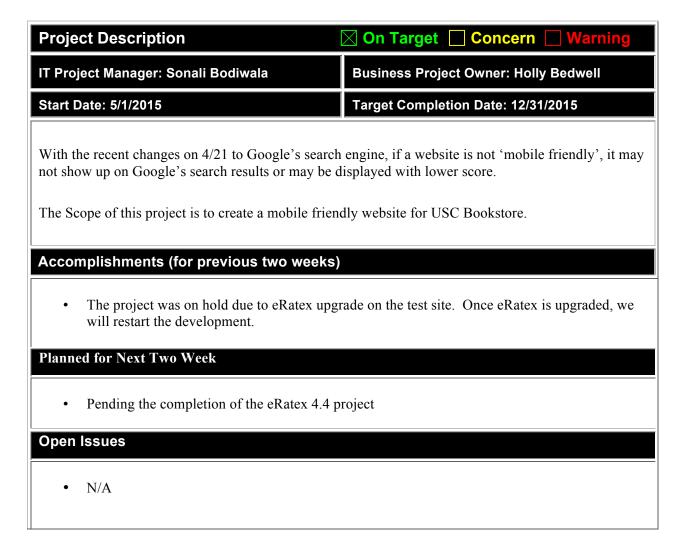
7 BKS - Upgrade eRatex to 4.4



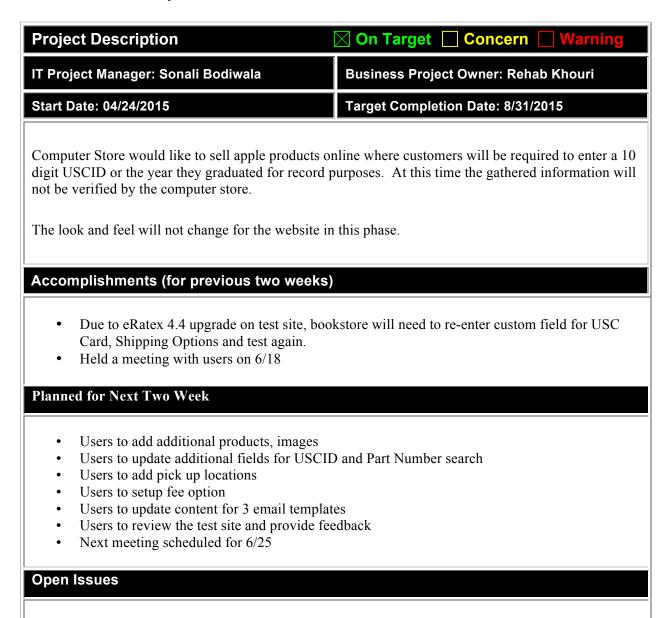
8 HSP - Event Planning Website



9 BKS - Create a Mobile Friendly Website



10 BKS - Online Computer Store



N/A

11 HOU - Translate Housing Website to Chinese



- 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

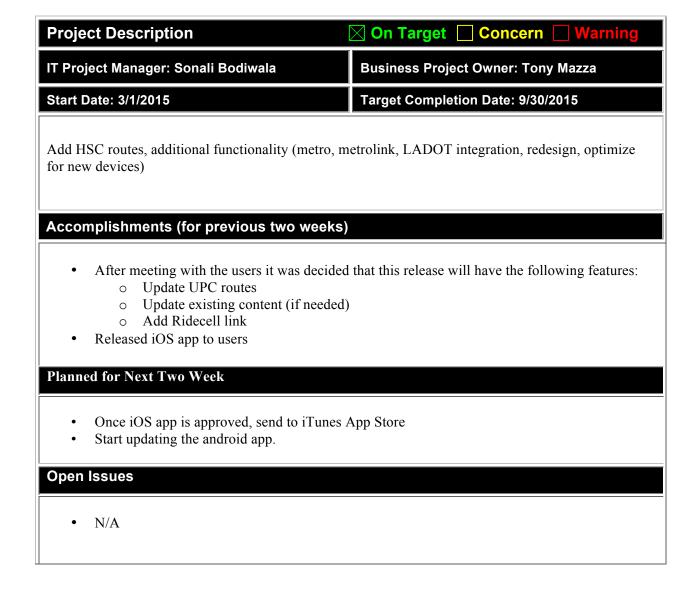
Planned for Next Two Week

- Resolve issues with the translation
- Next meeting scheduled for 7/14
- Target launch date is set to 7/15

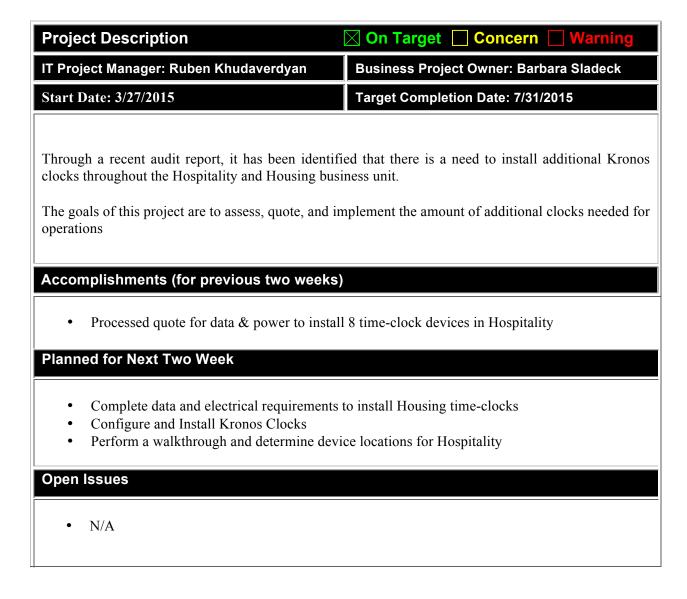
Open Issues

N/A

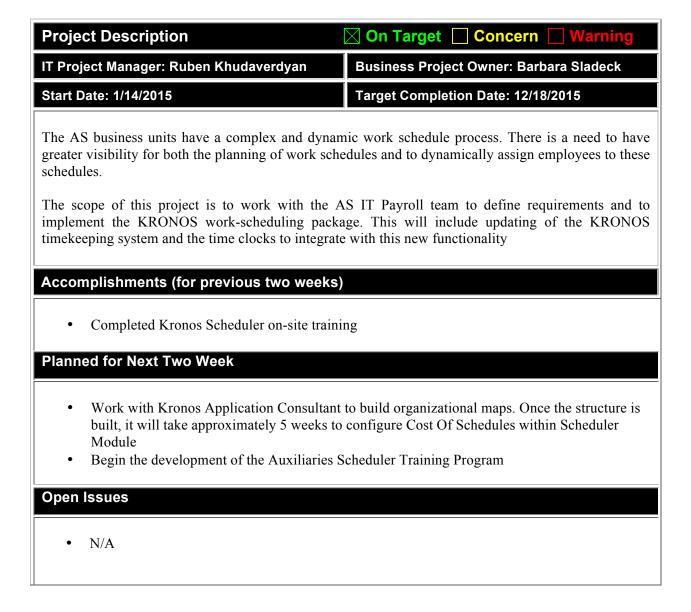
12 TSP – Update Transportation App for iOS and Android



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



14 SS – KRONOS Timekeeping – Scheduler Module Implementation



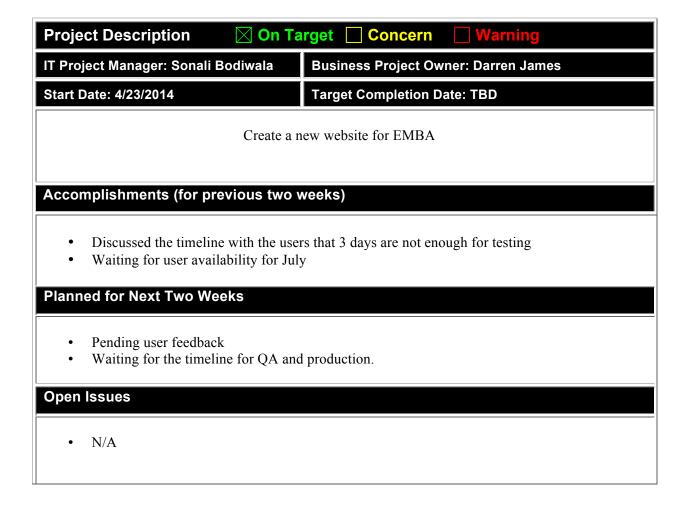
15 SS - KRONOS Custom Time Edit Report



16 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: 8/15/2015		
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.			
	way Protobase also a product of Elavon will reach end- provided assurance that we will not experince is reviwing the Security Addendum**		
Accomplishments (for previous two week	eks)		
 Received fully executed documentation Submitted merchant information to the new gateway provider 			
Planned for Next Two Weeks			
Pending feedback from Elavon to schedule Implementation			
Open Issues			
• N/A			

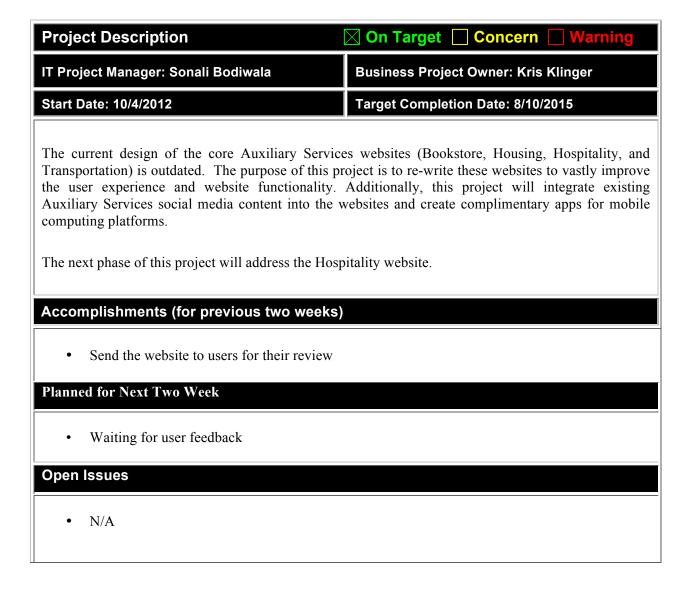
17 UCP - Create a new website for EMBA



18 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: 7/31/2015			
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 th 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)			
Updated HSP websites with new @usc.edu email addresses				
Planned for Next Two Weeks				
 Begin the deletion of Aux Org accounts Server "clean up" 				
Open Issues				
• N/A				

19 HSP - AS Business Unit Website NextGen Project - Hospitality



20 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

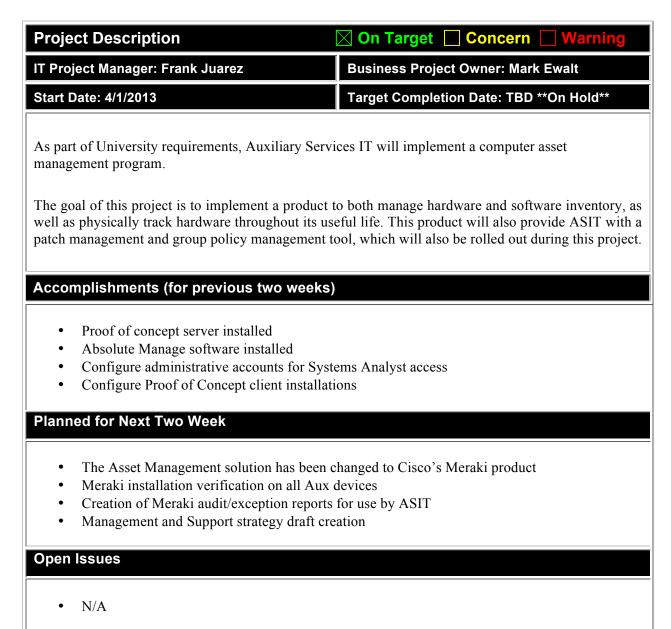
Planned for Next Two Week

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

Open Issues

N/A

21 ASIT – Asset Management (Absolute Manage)



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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 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	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.