

## Status Code Legend

- On Track
- Off Track
- At Risk
- Risk / Issue Mitigated

<p><b>AT RISK</b> STATUS Date - 11/22/2018</p>	<ul style="list-style-type: none"> <li><span style="color: orange;">●</span> Sandbox Test Phase underway with Faculty, Staff and Students – RISK: low participation</li> <li><span style="color: orange;">●</span> LMS Vendor Demo Days – low participation</li> </ul>
<p>Risks / Issues:</p>	<ul style="list-style-type: none"> <li><span style="color: orange;">●</span> Sandbox Test Phase –low participation test feedback results are insufficient at this time.</li> <li><span style="color: orange;">●</span> Project Team has agreed to the following mitigating actions; extend the deadline to complete testing and provide feedback, and set up a pop up table to incent additional test participation.</li> </ul>
<p>Milestones accomplished the weeks of 10/22/2018 - 11/22/2018:</p>	<ul style="list-style-type: none"> <li><span style="color: green;">●</span> Sandbox Test Phase – Faculty, Staff and Students</li> <li><span style="color: green;">●</span> LMS Vendor Demo Days for Faculty, Staff and Students</li> <li><span style="color: green;">●</span> Project Communication Plan underway: Weekly Report, Digital Signage and UOIT Event Calendar updates, and Ridgeback Report</li> <li><span style="color: green;">●</span> Project Team Status Meeting – Oct 22 and Nov 19</li> </ul>
<p>Milestones planned for next period:</p>	<ul style="list-style-type: none"> <li><span style="color: grey;">●</span> Continue Registration for Sandbox Test Phase for Faculty/Staff – extend date to Dec 21 2018</li> <li><span style="color: grey;">●</span> Continue Registration for Sandbox Test Phase for Students – extend date to Dec 7 2018</li> <li><span style="color: grey;">●</span> Continue Project Communication Plan: Weekly Report, Digital Signage, Faculty Councils</li> <li><span style="color: grey;">●</span> Increase Sandbox Test Phase Feedback participation – UA &amp; UB Atrium Pop-up table week of Nov 26</li> </ul>
<p>Status summary:</p>	<ul style="list-style-type: none"> <li><span style="color: grey;">●</span> Sandbox Test Phase – Communication Plan - ongoing</li> <li><span style="color: grey;">●</span> Project Team Status Meeting - ongoing</li> <li><span style="color: grey;">●</span> Drive participation for Sandbox Test phase - extend test feedback deadlines</li> </ul>

## Project Summary

The university is fast approaching the end of the agreement with Blackboard and within the last number of years has experienced increased cost due to the US Dollar exchange. This is the optimal time to gather and document requirements for an LMS on campus leveraging knowledge and experience from Faculty, Teaching and Learning and Teaching Assistants. The project team will build and check requirements against the current solution and address any functional gaps and budget/cost requirements. Once the requirements reviewed, refined and signed off we will build a Request for Proposal (RFP) and execute the public tender process for a LMS.

# LMS Renewal Project Status

November 22, 2018

Based on proposals received the university could move in one of two possible directions; the first being remain with the incumbent solution and add functionality overtime that better addresses gap requirements with enhanced value pricing; the second would encompass introducing a new LMS solution to the user community that delivers the functional and budget requirements.

While the project is motivated by the end of the contract with the incumbent Blackboard, the ability to reduce cost impacts to the university, add functionality, enhance user experience, ensure value and investment in future teaching and learning capabilities is paramount. The project end state is to ensure the LMS leveraged on campus meets user requirements and delivers value.

## Contact Information

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## Critical Dates / Critical Milestones

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This is a conservative project schedule based on: the university's academic calendar and to allow for inclusion of as many participants as possible during the testing and implementation phases of the project.

Project Kickoff	Sept 29, 2017
- Project meeting with project team members including Faculty, TA, TLC and UOIT IT.	
Requirements	Oct 2017 - Mar 2018
- Review, refine and finalize requirements with project team.	
Request for Proposal	April – Jul 2018
- Finalize RFP for distribution	
- Obtain RFP responses for Review	
User Community Testing Sandbox Test Phase	Aug – Dec 2018
- Sandbox testing of select vendors for Faculty, students	
- Finalize decision (based on testing)	
Vendor Selection	Jan 2019
- Vendor Selected based on testing	
- Agreement awarded	
Implementation	Mar-Nov 2019
- Integration testing, setup and data migration	
- User Acceptance Testing (Faculty/TLC)	
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Phase I Implementation	Jan - April 2020
- Obtain Approval to proceed	
- Training for Phase I launch	
Phase II Implementation	May - Oct 2020
- Training for Phase II launch	
Project Deployment Complete	Oct 2020