

## Beinecke Exhibition Proof of Concept Project

January 11, 2018 - 1:00pm by Jhoselyn Jara

**Project Manager:** Raymond Frohlich

**Project Sponsor:** Dave Hicking

**Project Review Date:** Thursday, January 11, 2018

**Roles and Responsibilities:**    **Role:** Project Manager

**Name:** Ray Frohlich

**% Time:** 20

**Responsibility:** Manage Project

**Role:** Technical Lead

**Name:** Alembic Solutions, Jay Terray

**% Time:** 40

**Responsibility:** Containerize website, develop documentation, set-up code repository in Yale Enterprise Github

**Role:** Infrastructure Lead

**Name:** Bob Rice or Keith Boyd-Carter

**% Time:** 20

**Responsibility:** Deploy website in AWS

**Stakeholders:**    **Name:** Beinecke

**Relationship:** Sponsor

**Impact:** Neutral – project does not significantly impact daily operations

**Name:** Library IT

**Relationship:** Software implementation and technical management

**Impact:** Neutral – project will not significantly change application requirements or operation

**Name:** Website user/ Patron community

**Relationship:** Consumer

**Impact:** Neutral – project does not significantly improve or change functionality

### Project Assumptions:

- IT Staff have appropriate information to configure and deploy the website

### Project Scope:

- Transition of pre-existing codebase into Docker container
- Configuration and deployment documentation for systems administrators
- Creation of code repository in Library IT's Yale Enterprise GitHub account

### Major Functional Requirements:

- CVV code will be provided to Jay Terray in a timely manner
- Library IT must be able to commit resources required for the environment setup and configuration

### Major Project Milestones:   **Date:** Monday, June 5, 2017

**Milestone:** Project start date

**Date:** Monday, June 5, 2017

**Milestone:** Phase 1 begins – Jay Terray work which includes containerizing the website, developing documentation, and uploading code and documentation to a repository

**Date:** Saturday, July 15, 2017

**Milestone:** Phase 1 ends

**Date:** Sunday, July 16, 2017

**Milestone:** Phase 2 begins – LIT will deploy containerized website to AWS

**Date:** Friday, August 11, 2017

**Milestone:** Phase 2 ends

**Date:** Monday, August 14, 2017

**Milestone:** Acceptance testing begins

**Date:** Friday, August 18, 2017

**Milestone:** Acceptance testing ends, go-live decision made

**Date:** Monday, August 21, 2017

**Milestone:** Website deployed, project complete

**Testing Plan:**    **Date:** Monday, August 14, 2017

**Type of test:** User acceptance testing

**Tester(s):** Dave Hicking

**Known Risks:**    **Risk:** LIT staff resources will not be adequate to perform the deployment on-time

**Likelihood:** 3 - Likely

**Mitigation Strategy:** Monitor

### **Communication Strategy:**

Project Communication – Staff

- Staff will be informed via direct email

### **Maintenance and Operation:**

Any problems or issues encountered with the operation of the CVV website will need to be addressed by a third-party resource which has yet to be determined. The AWS container environment will be monitored by Library IT in conjunction with University ITS.

**Roles and Responsibilities: Maintenance and Operation:**    **Role:** Systems administration

**Name:** Bob Rice or Keith Boyd-Carter

**% Time:** <1

**Responsibility:** Monitor the AWS container environment for consistent operation

### **Complete:**

**Completion Date:** Monday, August 21, 2017

**Project Start and End Date:** Tuesday, June 6, 2017 to Monday, August 21, 2017

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**Source URL:** <https://web.library.yale.edu/project/beinecke-exhibition-proof-concept-project>