

Ex Libris High Level Project Plan (Proposed 7-3-2014, Revised 7-25-2014)

	DATES	TASK	RESPONSIBILITY
	Note: The three test campuses are Milwaukee, Madison, and River Falls		
1	5/28/2014 [DONE]	Migration of 3 test campuses and NZ (bib data only)	ExL Migration team
2	7/1-7/13/2014	Testing UB development	ExL Migration team
3	7/9/2014	Meeting with Data Migration Team – NZ issues	
4	7/13 2014	Migration team wants to run test diagnostic to test diagnostic of UB script of the three test campuses - test UB extract	ExL Migration Team
5	7/14 - 7/27/2014	Auto-extract package itself will be different – will re-deploy new auto-extract package	ExL Migration Team
6	No later than 7/16/2014	Delivery of Migration forms for RF, MADISON, MILWAUKEE; delivery of ERM data	Wisconsin
7	7/27 – 7/29/2014	Download new auto-extract and start auto-extract for three test campuses; deliver data to ExL (the Migration forms from the "No later than July 16" step will be used in this step –there is no need to re-populate/fill in the migration forms again after re-deploying the new AutoExtract package.)	Wisconsin
8	7/28-8/20/2014	Migration of 3 test campuses and NZ (full data with UB)	ExL Migration Team
9	8/20 – 8/28/ 2014	Publish from Alma to Primo and configure 3 test campuses	ExL Project Team
10	8/26 & 8/28/2014	Analytics and reporting session for 3 test campuses	
11	8/21/ 2014 - 9/10/2014	Review of data by 3 test campuses and NZ	Wisconsin
12	9/10 2014	All data migration feedback (from test campus migration) submitted to ExL	Wisconsin
13	8/21/2014 – Ongoing	Start configuration for all other campuses on 9/21. Campus configuration continues throughout project.	ExL Project Team
14	8/31/2014	September release of Alma	Ex Libris
15	9/ 8 - 9/19/2014	Auto-extract new migration forms and complete	Wisconsin
16	9/23 – 9/26/ 2014	WebEx with 3 test campuses about functionality and a WebEx session on Collaborative Network for everyone	
17	9/19/ 2014	Migration forms submitted for all campuses; ERM data submitted for all campuses	Wisconsin
18	By 9/30/ 2014	Install latest Auto-Extract package	Wisconsin
19	9/19 – 10/1/ 2014	Review submitted migration forms and discuss potential changes with WI. WI makes any necessary changes.	ExL
20	10/1/ 2014	Start auto-extract of all campuses; deliver migration forms (changes from discussions) and all data to ExL	Wisconsin
21	10/20 – 10/24/2014	Full test load with all campuses and NZ and UB migration –ExL to start delivering campuses on production, larger ones go first; delivery of NZ on production Oct. 24	ExL Migration Team
22	10/27- 11/26/ 2014	Review full test load and all migration issues reported to EL. Compare data for every campus, Voyager to Alma, using the Migration Guide. (Tech/Data Team & Campus Reps)	Wisconsin
23	10/28 & 10/30/2014	Alma analytics and reporting sessions for remaining campuses	
24	11/4 – 11/7/2014	Alma workshop (TBD due to WLA meeting)	
25	12/1/2014-1/15/2015	Review functionality, workflows, and integrations (campuses & functional teams) and report issues to ExL	Wisconsin
26	1/16/2015	Freeze configuration changes (includes everything on the form)	ExL
27	1/22 – 2/9/2015	Cutover load and Go-live (Estimated cutover date)	