NCDPI - RtA Istation Implementation

PROJECT TITLE	NCDPI Read to Achieve Software Implementation	Istation
PROJECT MANAGER	Lori Lynch	Updated as of 6/16/2019

WBS NUMBER	TASK TITLE	TASK OWNER	START DATE	DUE DATE	DURATION
1	**Contract Finalization**		6/7/2019	6/7/2019	
2	**Announcement and Activation**				
2.1	State Announcement of Awardee	NCDPI	6/7/2019	6/7/2019	0
2.2	Website Activated	Zach T	6/7/2019	6/14/19	7
2.3	Informational Video Posted	Matt T	6/7/2019	6/14/19	7
2.4	Implementation Guidelines Posted	Matt T	6/7/2019	6/14/19	7
2.5	Enrollment Website Activated	Zach T	6/14/2019	Ongoing	N/A
2.6	Ongoing enrollment available	Zach T	6/14/2019	Ongoing	N/A
3	**Professional Development**				
3.1	Locations & Dates Determined	Lori L	6/7/2019	6/14/19	7
3.2	Agendas finalized	Lori L	6/7/2019	6/14/19	7
3.3	Dates and locations announced	Lori L	6/14/2019	6/17/19	3
3.4	Sign-Ups for PD Open	Lori L	6/17/19	8/1/19	N/A
3.5	Technology Contact Webinars Hosted	Lori L	6/17/19	9/1/19	N/A
3.6	Implementation Contact Webinars Hosted	Lori L	6/17/19	9/1/19	N/A
3.7	Additional Online PD Becomes Available	Lori L	6/17/19	N/A	N/A
4	**Enrollment & Activation**				
4.1	Specific North Carolina instructions developed and posted	Lori L	6/7/2019	6/14/19	7
4.2	Website Form Activated (conclusion of school year)	Zach T	6/7/2019	6/14/19	N/A
4.3	Email to District Test Coordinators to Enroll	Matt T	6/14/2019	6/17/19	N/A
4.4	Getting Started Emails Sent	Zach T	6/17/19	9/1/19	74
5	**Implementation Support**				
5.1	NCDPI Specific Instructions Available on Website	Zach T	6/17/19	6/21/19	4
5.2	Implementation Team reaches out to support districts	Matt T	7/1/19	11/1/19	N/A
5.3	Additional Implementation-Specific Webinars Hosted	Matt T	7/1/19	11/1/19	N/A
6	**Assessment Completion and Monitoring**				
6.1	NC State Dashboard live to monitor assessment completion	Zach T	6/17/19	Ongoing	N/A
6.2	Data exports available as needed	Robert R	7/2/19	Ongoing	N/A
6.3	Integration with 3rd party LMS providers as needed	Robert R	7/3/19	Ongoing	N/A
6.4	Ongoing communication on progress with NCDPI	Lori	6/7/2019	Ongoing	N/A
7	**Technical Integration Support**				
7.1	EVAAS integration	Robert R	6/7/2019	6/28/19	21
7.2	IAM integration	Robert R	6/7/2019	6/28/19	21
7.4	Technical Architecture and Design Diagram approval	Robert R	6/7/2019	6/28/19	21

Timeline columns: JUNE (June 3rd-7th, June 10th-14th, June 17th-21st, June 24th-29), JULY (July 1st-5th, July 8th-12, July 15th-19th, July 22nd-26), AUGUST (July 29th-Aug 2nd, Aug 5th-9th, Aug 12th-16th, Aug 19th-23rd)

NATIONAL HOLIDAY: 4th of JULY

YEAR ROUND SCHOOLS BEGIN