Wheels Inc. Project Management Framework

INFT2100: Project Management, Section 702
October 9th, 2012

HIGH-LEVEL MILESTONE AND TIMELINE INFORMATION

The following are the project's high-level milestones and the target dates for their completion. High-level milestones are the key 'how are we doing' thresholds of the project against which project progress can be measured.

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Comments:

We're making the assumption that we can simultaneously roll out the new image and set up the new backup system for each workstation as we move through the process rather than doing all of the imaging then all of the backup configuration work. We have also given the party planning process a broad window and avoided setting a specific time for the planning task, as the project tasks need to take priority. It is likely details will change as the project nears completion.

Milestone	Target Date	Measurement/Criteria for Completion
Product Page Resources Ready	October 2, 2012	Pictures and testimonials created / gathered for the product subpages
Design Work Complete	October 8, 2012	Graphic design for pages complete
Product Pages Complete	November 1, 2012	All product subpages fully built and tested
New Website Complete	November 6, 2012	All pages fully built and tested
Computers Arrived	October 5, 2012	New workstations received from vendor
Workstations Ready	November 22, 2012	All workstations imaged and tested
Backup Equipment Arrived	October 9, 2012	NAS hardware received from vendor
Backup System Ready	November 6, 2012	NAS backup ready to be used by clients
Backup System Running Company-Wide	November 22, 2012	All client workstations configured and tested for using new NAS for backup
Project Complete	November 22, 2012	Website complete, workstations ready, backup system running company-wide (Time for a party!)