



## Project Requirements

ITS Project Process, Deliverable 2.2

**Date:** 8/23/2006  
**Project Name:** Axiom Upgrade  
**Executive Sponsor:** Jay Haugen  
**ITS Project Manager:** James Hooper  
**Version 08252006.3**

Requirements provide enough information to be able to design a technical solution. Requirements will form the basis for testing and confirmation of successful implementation.

### Business

*Identify the business/academic processes, procedures, operations and other activities outside of the technology that must be developed or changed in this project.*

ID	Name	Description	Owner	Status
BS1.0	User definitions & roles	Work with user community to define and document different types of users and their roles. Who "owns" Axiom application?	Axiom administrators and users	Open

### Functional

*Identify what the end users need to be able to accomplish with the technology, one operation at a time.*

ID	Name	Description	Owner	Status
FN1.0	Existing student interface continues to work.	The existing interface with Recruitment Plus data will continue to work.	James Hooper	Open
FN2.0	FAFSA data interface added	Parent data from FAFSA must be interfaced with Axiom to Banner.	James Hooper	Open

### Infrastructure/Architecture

*Identify the general hardware, software, authentication, and development/test environment requirements that are necessary to meet the project objectives.*

*Include capacity estimates (electrical, network ports, storage, rack space, floor space, etc.). Identify the desired location for installation and physical environmental requirements.*

*Identify any required relationships to and impact on existing systems.*

ID	Name	Description	Owner	Status
IA1.0	New hardware for production and dev/ua	Purchase new server for Axiom interface.	Jim Hooper	Complete - sitting in the LL hallway
IA2.0	Secure physical server location	Server will be housed in Des Peres Hall computer room.	Merle	In Progress
IA2.1	Purchase new rack	New rack will be purchased to accommodate Axiom server.	Merle	In Progress - Backordered to 8/30 Ship
IA2.2	Verify power availability	Verify with facilities that it is ok to add server to the circuit. We are approaching maximum limit on the UPS.	Merle	Complete - received ok in writing from Keith McCune.

Project Definition Requirements

IA3.0	Backups run nightly	Purchase backup license for Axiom server. Purchase tapes.	Jarrold Car	Open
IA4.0	Install Windows 2003	Install and configure the web and application server according to configuration specifications provided by Information Builders.	Jarrold Car	Open
IA5.0	Secure network connections	Secure network connectivity between Axiom and Banner; limit connectivity to those needing remote access. Explore VPN use.	James Hooper	Open
IA6.0	Security Review	Project Must be presented for security review.	Austin Winkleman	Open
IA7.0	Open Configuration	Configurations of Banner and /or Axiom should allow for other interfaces to be created with little difficulty.	Maggie Waters	Open

**Disaster Recovery/Business Continuity**

*Identify the back up, failover, redundancy, and disaster recovery requirements that are necessary to meet the project objectives.*

ID	Name	Description	Owner	Status
BC1.0	Define backup/recovery process	Identify situations that could necessitate a restore from backup tapes. Document the notification and approval process for such action.	James Hooper	Open
BC2.0	Test Backup	Test the backup by performing a restore of files.	Jarrold Car	Open

**Training**

*Identify the general training components that are needed by implementors, users, and administrators to use the new or modified system.*

*Include expectations about size of training audience, intended facilitator, equipment/facilities, and ongoing training needs.*

ID	Name	Description	Owner	Status
TR1.0	Administrator training	Provide ITS Administrators Training	James Hooper	Open
TR2.0	Student Data User Trainign	Provide Student Interface Users Training	James Hooper	Open
TR3.0	Parent Data User Training	Provide Parent Data Interface Users Training	James Hooper	Open

**Communications**

*List the general mechanisms to be used and audiences to be contacted, to maintain appropriate communication to all stakeholders during the life of the project including roll out to intended users.*

ID	Name	Description	Owner	Status
CM1.0	Project Team Communication	Communication of project status with project team.	James Hooper	Open
CM2.0	Technical Team Communication	Communication of technical requirements to technical/functional Teams	James Hooper	Open
CM3.0	End user communication	Define communication points and process for end users.	James Hooper	Open
CM4.0	Support Staff Communication	Communication of go-live dates to CSC.	James Hooper	Open

**Post-Project Support**

*List of the general resources needed to provide appropriate continuous support after the project implementation.*

*Include any known future staffing needs, costs for annual support (software licenses, etc), service level expectations, refresh strategy, and future governance structure.*

ID	Name	Description	Owner	Status
SP1.0	Help Desk	Develop a product support plan for help desk.	James Hooper	Open
SP2.0	Data Flows	Document data flows for future support.	James Hooper	Open
SP3.0	Troubleshooting Documentation	T-shooting documentation for support teams	James Hooper	Open
SP4.0	Maintenance Fee for Axiom	TBD	James Hooper	Open
SP7.0	Annual backup costs	TBD	James Hooper	Open
SP8.0	Annual OS support costs	TBD	James Hooper	Open