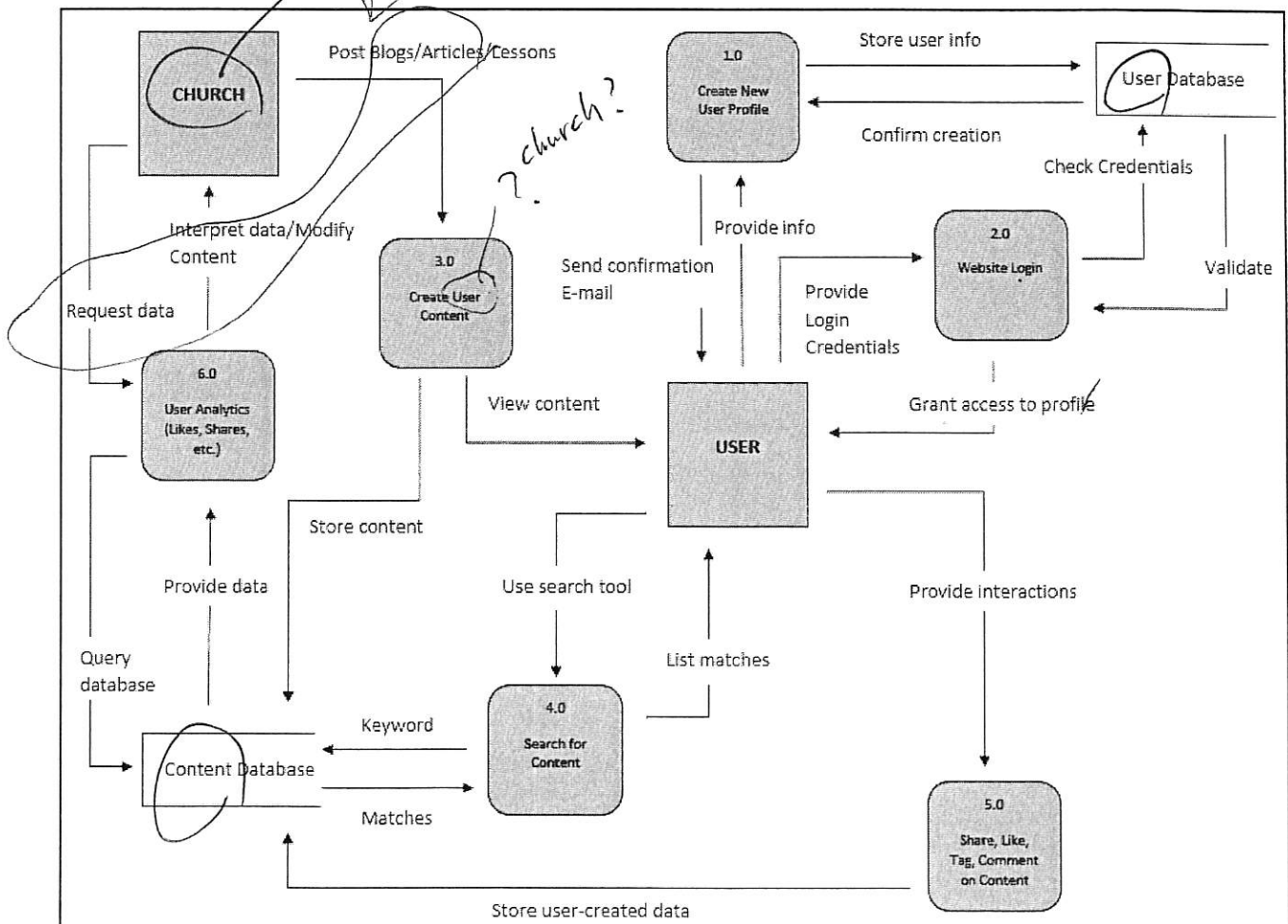
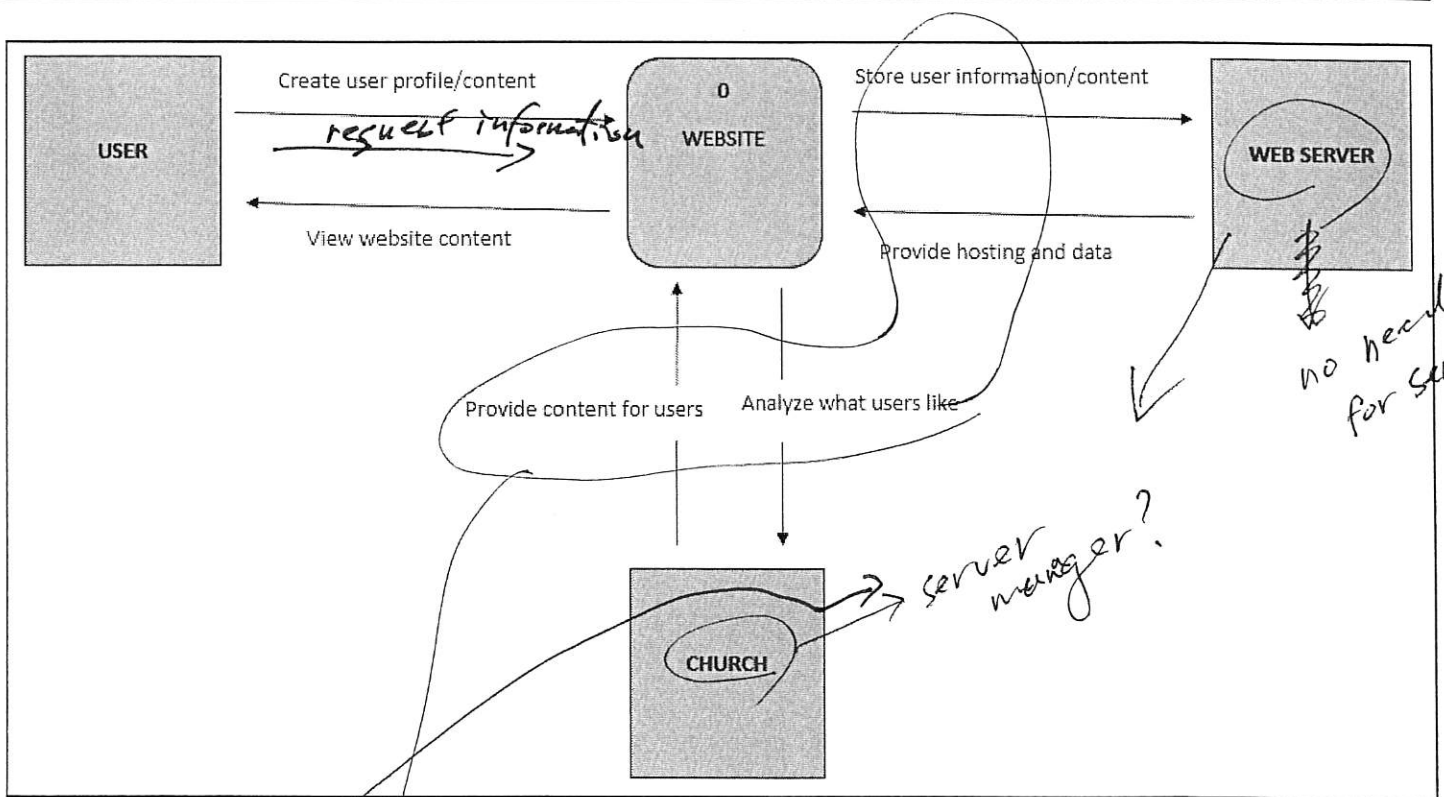


Introductory Data Flow Diagram



6 WORK BREAKDOWN STRUCTURE

WBS #	Task	Description	Deliverables	Owners	Level of Effort
1	Initiating	All preparation with those that will be participating and planning		Project Team	
1.1	Establish Project Workbook	Creating a list of steps that will be taken to get to the final desired result	Project workbook	Project Team	7 hours
1.2	Identify Key Stakeholders	Talk with and prepare with those that will be using the new system at the end of the project	List of stakeholders	Tyler Perry	1 hour
1.3	Prepare Project Charter	Rough common goal, budget, and purpose	Project charter	Gavin Stokes	2 hours
1.4	Kick-Off Meeting	Meeting with stakeholders to discuss the project charter	Hold the meeting	Tyler Perry	1 hour
2	Planning	All task management and management activities		Project Team	
2.1	Planning Meeting	Begin in depth planning for each step the project will be taking in its progression	List of future plans and steps to get there	Project Team	2 hours
2.2	Prepare Scope Statement	Preparation for a scope statement describing what exactly the project will be changing, adding, and removing, as well as who and when it will be done	Scope statement	Kevin Twingstrom	2 hours
2.3	Prepare WBS	Prepare this chart	Completed Work Breakdown Structure	Gavin Stokes	1 hour
2.4	Prepare Schedule and Cost Analysis	Define how much money will be allotted to each step in this project	Completed Schedule and Cost Analysis	Tyler Perry	3 hours
2.5	Gantt Chart	Create a Gantt chart that will be used to measure when and how long the necessary steps for the project, and which ones will be done concurrently	Gantt Chart	Project Team	
2.5.1	Create draft Gantt Chart	Create the rough draft of the Gantt chart	Rough draft for Gantt Chart	Kevin Twingstrom	1 hour
2.5.2	Finalize Gantt Chart	Finalize the rough draft Gantt chart	Finalized Gantt Chart	Kevin Twingstrom	1 hour

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2.6	SWOT Analysis	Create a list of strengths, weaknesses, opportunities, and threats of the project	Completed SWOT Analysis	Tyler Perry	1 hour
3	Executing			Project Team	
3.1	User Preference and Needed Security	Verify from the system users exactly what will be expected by them, add security measures	List of user preferences and security features to be added	Tyler Perry	2 hours
3.2	Project Approval	Get approval for the project from Stan Stark	Signed approval	Project Team	1 hour
3.3	Vendor Selection Process	Choose who will be contracted for the 3rd party software development	Specific vendor is chosen	Intermountain Staff	2 hours
3.4	Contract Routing	Details from the vendor that will be selected will be set out during the contract routing phase	Detailed list from vendor is provided	Intermountain Staff	7 hours
3.5	Equipment Purchase	The Zebra mobile thermal printer, Verizon MiFi, and other equipment necessary will be purchased	Equipment is purchased and received	Intermountain Staff	1 hour
3.6	LPR and Parking Program Initiation Process	License plate reader and new parking program will begin being used	License plate reader and new program starts use	Intermountain IT Staff, Vendor	4 hours
3.7	Current Record Cleanup	Revision of the 40 pages of records	Organized the older records	Tyler Perry	10 hours
3.8	Back-end API Configuration/Installation	Programming with the new system and current databases	Functioning API, using old protocol with the new system	Intermountain IT Staff, Vendor	20 hours
3.9	User Acceptance/Security Testing	Testing for the login and security for the new system	Functioning logins with password acceptance / rejection	Parking Staff	2 hours
3.10	Training and Policy Communication	Training for current security and communication with the hospital staff about the new system that will be used to monitor parking	Meeting is held for hospital staff to inform about the parking changes	Intermountain Staff	3 hours

any documentation ~~for~~ for system?

4.0	Monitoring and Controlling			Project Team	
4.1	Project reports and regular meetings	Meetings that will take place throughout the entire process of this project to keep workers up to date and focused on the current goal/step of the project	Frequent meetings, including reports and scrutiny of the system's functionality	Project Team	20 hours
5.0	Closing			Project Team	
5.1	Final Project Report	Look at what has been accomplished and a review of what was set out to be done to be sure of the accuracy of the work finished	Prepared report of each step in the project's process and the if it was accomplished	Project Team	10 hours
5.2	Lessons Learned and Closeout	Ending the project with surety that the goals set out initially are met, and to note what can be changed in the workflow for future projects	N/A	Project Team	1 hour