



**Alma & Primo Project Status Monthly Report
California Community College Libraries (01CACCL)
Vanguard Phase
September 2018**

To:	Amy Beadle	LSP Project Director/Statewide Program Manager; Project Lead, California Community Colleges Technology Center
From:	Marci Deignan	Project Manager, Professional Services, Ex Libris North America
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	Ex Libris Calcomm Alma-Primo Project List	
Date:	28 September 2018	

Project Milestones Summary: September– all milestones on track

#	Milestone	Owner	Timeframe	Status
1	Kickoff meeting	EXL / CACCL- VG	September 2018	Completed
2	Delivery of Alma & Primo VE sandboxes	EXL	September 2018	Completed
3	Review of Basecamp and Alma training schedule (with first weekly call)	EXL / CACCL- VG	September 2018	Completed
4	Alma Migration Meetings (5 separate – based on ILS)	EXL / CACCL- VG	September 2018	Completed
5	Completion/Return of Alma Migration & Link Resolver forms	CACCL- VG	October 2018	Drafts due on 10/9 Finals due on 10/16
6	Completion/Return of P2E Spreadsheets	CACCL- VG	October 2018	Drafts due on 10/16 Finals due on 10/29
7	Alma Configuration Meeting	EXL / CACCL- VG	November 2018	To occur week of 11/5 - 11/9

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8	Completion/Return of Configuration Form	EXL / CACCL-VG	November 2018	Drafts due on 11/14 Finals due on 11/26
9	Test Load	EXL Migration	November 2018	
10	Alma Production Environment Delivered	EXL	December 2018	
11	Using Alma for Data Review Training	EXL / CACCL-VG	December 2018	
12	Initial Data Testing and Feedback (for VG Test Load)	CACCL-VG	December 2018 / January 2019	
13	Alma Workshop	EXL / CACCL-VG	December 2018	Scheduled 12/5 – 12/7
14	Alma Certification	CACCL-VG	January 2019	To be completed by January 31
15	Primo-Alma Integration Begins	EXL / CACCL-VG	December 2018 / January 2019	
16	Begin review of Primo trainings	CACCL-VG	December 2018 / January 2019	
17	Primo VE Handoff / First Look	EXL / CACCL-VG	January 2019	
18	Primo Certification	CACCL-VG	February 2019	To be completed by February 28
19	CACCL Full Implementation Phase Kickoff	EXL / CACCL	February 2019	
<i>Planning and work to begin during Vanguard phase – and will continue through the full implementation phase</i>				
	Alma Collaborative Network planning	EXL / CACCL-VG	November 2018 -	

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	SIS Work	EXL / CACCL- VG	November 2018 -	
	Authentication for Alma	EXL / CACCL- VG	November 2018 -	
	Authentication for Primo	EXL / CACCL- VG	November 2018 -	
	3 rd Party Integrations	EXL / CACCL- VG	November 2018 -	
	Internal Staff Training	CACCL- VG	Ongoing	

This is an official record of the status of your project. Please review the above status report and respond to Ex Libris if this report does not accurately reflect your understanding.