Alma & Primo Project Status Monthly Report
California Community College Libraries (01CACCL)
Vanguard Phase
December 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
CC:	Amy Carbonaro	CCCTC, Statewide Program Manager, California Community Colleges Technology Center at California Community College Libraries
	Melissa Hilbert	VP Professional Services, Ex Libris North America
	Mike Hommel	Senior Account Manager, Ex Libris North America
	Ex Libris Calcomm Alma-Primo Project List	
Date:	18 December 2018	

Project Milestones Summary: December – 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	**Completed**
6	Completion/Return of P2E Spreadsheets	CACCL-VG	October 2018	**Completed**

7	Alma Configuration Meeting	EXL / CACCL-VG	November 2018	**Completed**
8	Completion/Return of Configuration Form	EXL / CACCL-VG	November 2018	**Completed**
9	Test Load	EXL Migration	November 2018	**Completed** (minus LACCD)
10	Alma Production Environment Delivered	EXL	December 2018	**Completed** (minus LACCD)
11	Using Alma for Data Review Training	EXL / CACCL-VG	Updated - January 2019	
12	Initial Data Testing and Feedback (for VG Test Load)	CACCL-VG	Updated - January 2019 (through Spring test load)	
13	Alma Workshop	EXL / CACCL-VG	December 2018	Completed
14	Alma Certification	CACCL-VG	January 2019	In Process
15	Primo-Alma Integration Begins	EXL / CACCL-VG	Updated - January 2019	NOTE: internal work happening on the EXL side & VG sites completed workbook
16	Begin review of Primo trainings	CACCL-VG	Updated - January 2019	
17	Primo VE Handoff / First Look	EXL / CACCL-VG	January 2019	NOTE: Primo environments were delivered to the VGs on 12/12/18 (minus LACCD)
18	Primo Certification	CACCL-VG	February 2019	To be completed by February 28
19	CACCL Full Implementation Phase Kickoff	EXL / CACCL	Updated - February 2019	1 day: February 1, 2019 @ Hilton

				Orange County Costa Mesa Hotel
	Planning and work to begin during Vanguard phase – and will continue through the full implementation phase			
	Alma Collaborative Network planning	EXL / CACCL	Updated - January 2019+	
	SIS Work	EXL / CACCL-VG	Updated - January 2019+	
	Authentication for Alma	EXL / CACCL-VG	Updated - January 2019+	
	Authentication for Primo	EXL / CACCL-VG	Updated - January 2019+	
	3rd Party Integrations	EXL / CACCL-VG	Updated - January 2019+	
	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.