Project Closeout Report

Submitted to Project Oversight on 9/8/2022

GENERAL INFORMATION

Project Name: K12 STARS Infrastructure Upgrade

Agency Name: North Dakota Department of Public Instruction

Project Sponsor: Donna Fishbeck

Project Manager: Justin Anderson

PROJECT DESCRIPTION

This Project will be an update of the Statewide Automated Reporting System (STARS) User Interface and User Experience (UI/UX) by Nexus Innovations targeting issues and opportunities discovered in the STARS Rewrite Project Phase 1. This project will focus on the documentation and training on the back-office functionality of STARS as well as upgrading the .Net and SQL Server portions of the system.

SCHEDULE AND COST METRICS

	Project Start Date	Baseline End Date	Baseline Budget	Funding Source	Actual Finish Date	Schedule Variance	Actual Cost	Cost Variance
Original Baseline	2/14/2022	6/27/2022	$420,700	Special Funds	8/31/2022	50%	$101,899	-76%
Final Baseline		6/27/2022	$420,700	Special Funds	8/31/2022	50%	$101,899	-76%

Notes:

Portions of the project were placed on hold during the Project Lighthouse business analysis to determine if all scope would be needed going forward. The schedule was then extended out to accommodate the availability of the NDDPI staff for training and mentoring.

MAJOR SCOPE CHANGES

None.

OBJECTIVES

Business Objective	Measurement Description	Met/ Not Met	Measurement Outcome
Training on the improvements to the user interface and experience made in the STARS Rewrite project	NDDPI may use a follow-up survey to compare to the results of the analysis survey to categorize and measure areas of improvement once the training plan has been implemented. As no true metrics of data entry time were captured before the enhancements, changes will be anecdotal.	Met	Stakeholders report that they prefer the new UI based on feedback provided.

Business Objective	Measurement Description	Met/ Not Met	Measurement Outcome
Mentor NDDPI STARS support on tools implemented in the STARS Rewrite project	There will not be a reduction in the time it takes to complete updates, but NDDPI staff will be able to schedule them entirely at their own convenience. They will see time savings and no longer need to coordinate with vendors and NDIT.	Met	NDDPI now has more control over their update and implementation schedule

KEY LESSONS LEARNED AND SUCCESS STORIES

A lessons learned effort is performed after the project is completed. This process uses surveys and meetings to determine what happened in the project and identifies actions for improvement going forward. Typical findings include, "What did we do well?" and "What didn't go well and how can we fix it the next time?"

Key Lessons Learned and Success Stories
When you have partners that you have developed a trust relationship with, training and mentoring is much easier.
When considering pausing the project, we should have looked closer at the staff availability and times of heavier system usage.