

ERERTF Standards Validation Project Work Plan								
		Estimated Hours						
	Task/Step	Start Date	End Date	User	County IT	Vendor	Total Hours	Major Deliverables by Task
Task 1a	Project Initiation	07/25/2003	08/10/2003					
1.1	Identify and select respective team members for the Project Team							Identify responsibilities
1.2	Confirmation of date for kick-off session							Set for 8/1/03
1.3	Preparation of Project Management and Reporting tools							
Task 1b	Kick-off and Work Sessions	08/04/2003	08/16/2003					
1.1	Discussion, review, and agree upon the project's objectives, schedule, team role and responsibilities, specific team assignments							Kick-off Materials
1.2	Examine and understand document type XML format							
1.3	Understand valid XML document requirements and plan a strategy to check conformity							
1.4	Discuss project deliverables including Project Work Plan and templates for deliverables							
1.5	Review project work plan, deliverable templates							
1.6	Present Project Work Plan and templates for other project deliverables to the ERER Task Force for comments							
1.7	Incorporate ERER Task Force comments							
1.8	Finalise Project Work Plan and templates for other project deliverables							Project Work Plan, Templates for Detailed Report of Vendor Code Compliance Review, Summary of Findings, Contingency Plan, Vendor Approval, Status Reports
Task 2	Dakota County Validation	08/17/2003	09/16/2003					
2.1	Conduct working sessions to understand Detailed Dakota County requirements for Satisfaction and Certificate of Release XML documents				3	3		
2.2	Identify Dakota County special processing for Satisfaction and Certificate of Release XML documents relevant to the project				2	2		
2.3	Review Current XML documents for Satisfaction and Certificate of Release available via Dakota county and vendor as a reference point							
2.4	Create Test Scenarios (XML Documents) for Satisfaction and Certificate of Release							
2.5	Review with Dakota County and finalise Test Scenarios Satisfaction and Certificate of Release				2	2		
2.6	Run the tests Satisfaction and Certificate of Release				4			
2.7	Identify (out of compliance) issues, if any							
2.8	Share the findings with the Dakota County and ERER Task Force				1			Detailed Report of Dakota County Code Compliance Review, Summary of Findings
2.9	Formulate plan for contingency or approval, as needed				1			Contingency Plan Or Vendor approval
Task 3	2nd County Validation	09/17/2003	10/01/2003					
3.1	Conduct working sessions to understand Detailed 2nd County requirements for Satisfaction and Certificate of Release XML documents				3	3		
3.2	Identify 2nd County special processing for Satisfaction and Certificate of Release XML documents relevant to the project				2	2		
3.3	Review Current XML documents for Satisfaction and Certificate of Release available via 2nd county and vendor as a reference point							
3.4	Create Test Scenarios (XML Documents) for Satisfaction and Certificate of Release							
3.5	Review with 2nd County and finalise Test Scenarios Satisfaction and Certificate of Release				2	2		
3.6	Run the tests Satisfaction and Certificate of Release				4			
3.7	Identify (out of compliance) issues, if any							
3.8	Share the findings with the 2nd County and ERER Task Force				1			Detailed Report of 2nd County Code Compliance Review, Summary of Findings
3.9	Formulate plan for contingency or approval, as needed				1			Contingency Plan Or Vendor approval

Task 4	3rd County Validation	10/02/2003	10/16/2003						
4.1	Conduct working sessions to understand Detailed 3rd County requirements for Satisfaction and Certificate of Release XML documents					3	3		
4.1	Identify 3rd County special processing for Satisfaction and Certificate of Release XML documents relevant to the project					2	2		
4.3	Review Current XML documents for Satisfaction and Certificate of Release available via 3rd county and vendor as a reference point								
4.4	Create Test Scenarios (XML Documents) for Satisfaction and Certificate of Release								
4.5	Review with 3rd County and finalise Test Scenarios Satisfaction and Certificate of Release					2	2		
4.6	Run the tests Satisfaction and Certificate of Release					4			
4.7	Identify (out of compliance) issues, if any								
4.8	Share the findings with the 3rd County and ERER Task Force					1		Detailed Report of 3rd County Code Compliance Review, Summary of Findings	
4.9	Formulate plan for contingency or approval, as needed					1		Contingency Plan Or Vendor approval	
Task 5	4th County Validation	10/17/2003	12/14/2003						
5.1	Conduct working sessions to understand Detailed 4th County requirements for Satisfaction and Certificate of Release XML documents					3	3		
5.2	Identify 4th County special processing for Satisfaction and Certificate of Release XML documents relevant to the project					2	2		
5.3	Review Current XML documents for Satisfaction and Certificate of Release available via 4th county and vendor as a reference point								
5.4	Create Test Scenarios (XML Documents) for Satisfaction and Certificate of Release								
5.5	Review with 4th County and finalise Test Scenarios Satisfaction and Certificate of Release					2	2		
5.6	Run the tests Satisfaction and Certificate of Release					4			
5.7	Identify (out of compliance) issues, if any								
5.8	Share the findings with the 3rd County and ERER Task Force					1		Detailed Report of 4th County Code Compliance Review, Summary of Findings	
5.9	Formulate plan for contingency or approval, as needed					1		Contingency Plan Or Vendor approval	
Task 6	Overall (4 county) Compliance Summary	09/17/2003	12/31/2003						
6.1	Second and final review (out of compliance issues, if any) with counties listed above							Contingency Plan Or Vendor approval	
6.2	Present final counties review summary to ERER Task Force							Summary of Findings	
	Total Hours					0	52	28	0