Tasks

Name	Begin date	End date
Facilitator	1/20/14	1/27/14
Prepare for workshop	1/20/14	1/20/14
Monitoring Workshop	1/21/14	1/24/14
Finalise workshop output	1/27/14	1/27/14
Review of draft docs	1/28/14	3/28/14

o Requirements for monitoring and reporting (doing now)
   Requirements analysis and gap analysis
o Design a solution
   Investigate available solutions
o Implementation plan/strategy
o Resolve metrics and presentation formats
•   (expect homogenous solution)
   Agree on solution for monitoring aspects
   Agree on solution for reporting aspects
   Agree on initial summary statistics
   Agree on format and interfaces for exchange of data for monitoring

Name	Begin date	End date
ET-WISC	1/28/14	3/28/14
TT-OM	1/28/14	3/27/14
TT-DC	1/28/14	3/27/14
TT-GISC	1/28/14	3/27/14

(Noting GISC key role should heavily review workshop output and agree on way forward)
Decide on what GISCs are willing to support and to provide
Consider distributed tasks of GISCs (ie centres of excellence eg Presently two Discovery metadata monitoring systems)
Agree on deliverable and reality check
CBS - Demonstrate MD synchronization dashboard (pilots)

Name	Begin date	End date
TT-GISC review	1/28/14	3/27/14
Meeting	2/12/14	2/14/14
TT-CAC	1/28/14	3/28/14

auditing and review process requirements of monitoring

Name	Begin date	End date
TT-CAC review	1/28/14	3/28/14
Meeting	3/25/14	3/27/14
ET-CTS	1/28/14	3/27/14

Network monitoring (what and how)
Send ET-CTS the docs from this workshop as soon as available requesting input for ET-CTS
Reality check (trim requirements or put in phase
Implementation guidance (May)

Tasks

Name	Begin date	End date
Review network component	1/28/14	3/27/14
Network monitoring (what and how)		
Send ET-CTS the docs from this workshop as soon as available requesting input for ET-CTS		
Reality check (trim requirements or put in phase		
Implementation guidance (May)		
Meeting	3/18/14	3/21/14
IPET-MDRD	1/28/14	3/27/14
Review plan and metadata aspects of monitoring		
CBS - Demonstrate quality of metadata (demo model)		
(Note TDCF migration is out of scope for steady state monitoring)		
Review Metadata component	1/28/14	3/27/14
Meeting	3/17/14	3/21/14
ET-WISC Final review	3/31/14	5/2/14
Provide input for ICT-ISS		
ICT-ISS	5/5/14	5/7/14
Date not yet fixed		
CBS Doc preparation	5/8/14	7/18/14
Finalise MoW updates	5/8/14	6/18/14
CBS WIS papers	6/9/14	7/18/14
CBS	9/9/14	9/12/14
Prepare pilot to test metric	7/21/14	10/3/14
Run pilot	10/6/14	12/26/14
Prepare training guidance	10/27/14	2/27/15
o Training, guidance, publicity, etc		
CG-XVII & EC-66	5/27/15	6/15/15
Prepare MoW and GTW for publication	6/16/15	8/3/15
Publish MoW & GTW	9/15/14	9/15/14
Roll out WIS Monitoring	8/4/15	9/26/16
So far we haven't really discussed the roll out part of the monitoring implementation plan		

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