Learning Center Portal Expansion	
Project Plan Updated	09/06/21
Target Completion Date:	11/30/22
Owner:	Jo Ann Del Gatto
Support Personnel	- E&C Team - Information Technology
Scope:	This project includes the design of new on-demand courses and enhancements to the SLA Learning Center, SLA Mobile App, and Sitefinity to add features and functionality that will be leveraged by E&C and Membership Outreach. Specific opportunities identified include: - Prioritization, design, and implementation of high-value Learning Center enhancements vetted by E&C such as event type management, integration of new course types, updates to SiteFinity to centralize documentation including bulletins, FAQs, tutorials and other broker resources. - Hosting of live virtual seminars (Phase 2) – dual stream courses - Implementation of SMS reminders, event track and management - LC Brand Discovery and implementation - LC Management Console – expansion of the LC for use by or in conjunction with other states - Live event interaction via the mobile app - Conversion of livestream courses to on-demand (estimate 5 courses) - Create two (2) 2-credit on demand courses using responsive technology - Update 2-hr Broker Training to incorporate responsive technology - Replace Moodle LMS
Vendor (Y/N):	Y Kikoda, LLC
Budget:	$320,000
Budget Line Item(s) Where Funding Exists:	6284 - Software Support
Benchmark:	The main benchmark for this project is to enhance the SLA Learning Center, SLA Mobile App, and make any necessary updates to related functionality in RAPID and/or Sitefinity. The SLA Learning Center provides great benefit to the Broker community by providing a modern and attractive application geared towards registering for live CE seminars as well as access to on-demand CE courses. These enhancements will focus on offering new features and options to users, add resources and other information to the site, and further improve usability for the brokers and SLA Education Team. Following an Agile methodology, releases will be scheduled every six to eight (6-8) weeks depending on scope of changes scheduled. Approximately six (6) release cycles during 2021 fiscal year.
Review Dates:	Four-Six (4-6) weeks – cycle development

	• Quarterly – tracking to fiscal year			
Benchmark	**Dependency**	**Status**	**Start**	**Finish**
Cycle 1 - Define scope - Document requirements - Develop - Test - Deploy	Internal Staff and Vendor	Not Started	12/01/20	01/14/21
Comments:				
Benchmark	**Dependency**	**Status**	**Start**	**Finish**
Cycle 2 - Define scope - Document requirements - Develop - Test - Deploy	Internal Staff and Vendor	Not Started	01/15/21	03/14/21
Comments:				
Benchmark	**Dependency**	**Status**	**Start**	**Finish**
Cycle 3 - Define scope - Document requirements - Develop - Test - Deploy	Internal Staff and Vendor	Not Started	03/15/21	05/14/21
Comments:				
Benchmark	**Dependency**	**Status**	**Start**	**Finish**
Cycle 4 - Define scope - Document requirements - Develop - Test - Deploy	Internal Staff and Vendor	Not Started	05/15/21	07/14/21
Comments:				
Benchmark	**Dependency**	**Status**	**Start**	**Finish**
Cycle 5 - Define scope - Document requirements - Develop - Test - Deploy	Internal Staff and Vendor	Not Started	07/15/21	09/14/21
Comments:				
Benchmark	**Dependency**	**Status**	**Start**	**Finish**
Cycle 6 - Define scope - Document requirements - Develop - Test - Deploy	Internal Staff and Vendor	Not Started	09/15/21	11/14/21

Comments:			
Accounting:	Date Paid	Funds Paid To	Amount Paid
Total Paid on this Project:			
General Comments:			