IMT 595- Stakeholders, Information and Technology
PROJECT STATUS REPORT

Project Name	*Designing a Sustainability Metadata Schema for the University of Washington*
Dates	*May 1, 2009 – May 13, 2009*
Prepared by:	*Peter Ellis*

⬆⬇ ➜ **Schedule:** ➜   **Budget:** ➜   **Issues:** ➜   **Risks:** ➜

Activities accomplished this week

- Designed metadata schema implementation in XML.
- Completed documentation of schema; technical documentation of the overall implementation is still underway.
- Created usability test materials.
- Began draft of poster.
- Scheduled first usability test with capstone sponsor for Thursday morning.

Activities planned for next week

- Complete a minimum of three usability tests.
- Write recommendations as a final part of the project's documentation and deliverables.
- Continue drafting poster.

Milestone Status

Flag	Milestone	Deliverable	Plan Date	Forecast Date	Actual Date
⬆	Week 7 capstone sponsor meeting	N/A	5/12	5/12	**5/12**
⬆	Create XSD for metadata schema	Metadata schema files	5/4	5/10	**5/12**
⬆	Establish documentation for schema	Documentation files	5/4	5/10	**5/12**
⬆	Identify participants for usability test	n/a	5/13	5/14	**5/13**

Issues / Red Flags

1) None

Change Requests

Number	Description	Impact	Status
1	N/A	N/A	N/A

Additional Comments

Validation will take place using the usability tests – I plan to get at least three, if not more like five, tests in. I'm running a test with my capstone sponsor, and will likely also run one with at least one representative of the Office of Environmental Stewardship and Sustainability, one of the card sort participants from the School of Nursing, Mike Crandall, and possibly one of my classmates (I'm thinking of Mike Barkin at this point).