Commonwealth IT Investment Management (ITIM)

2014 CTP Training for Novice Users

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Welcome

- Objectives
  - Provide high level overview of IT Strategic Plan (ITSP) Guidance
  - Provide high level overview of Governance Lifecycle Management (GLM)
  - Provide Commonwealth Portfolio Applications Training
  - Review instructions for Agency Head/AITR re-authorization process
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Agency IT Strategic Planning Guidance

- Objectives
  - Provide high level overview of IT Strategic Plan (ITSP) Guidance
    - Planning for the 2014-2016 Biennium
    - What’s New in the IT Strategic Planning Process?
    - How to Complete the ITSP
    - Wrap Up
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ITIM Lifecycle With New Enhancements

• Objectives
  – Provide high level overview of Governance Lifecycle Management (GLM)
    • Pre-Select
    • Select
    • Control
    • Evaluate
AM BREAK
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Commonwealth Technology Portfolio (CTP) Orientation

- Primavera Portfolio Management Basics
- How to Request Access to the CTP
- How to Access the CTP
- Forms
  - Examples – Working with Forms
- Scorecards
  - Examples - Working with Scorecards
- Processes
  - Exercises – Working with “Processes”
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Lunch
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**BRT – OR/I - ITSP Process Flow**

- Business Requirements for Technology (BRT)
  - Business Requirements for Existing Technology (BReT)
  - Business Requirements for New Technology (BRnT)
- OR/I
- ITSP
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Operational Risk/Issue (OR/I)

- OR/I Status Scorecard
- VITA Governance creates the OR/I
- Agency Response
- Agency creates BReT/BRnT
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BRT: Business Requirements for New Technology (BRnT)
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BRT: Business Requirements for Existing Technology

• Business Requirements for Existing Technology (BReT)
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BRT Status Scorecards

• BRT Status
  – New
  – Project/Procurement Assigned
  – Fulfilled
  – Archive

• Agency BRT Approval Status
  – Validate that Agency Head has Approved
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AGENCY ITSP GUIDANCE RECAP

- There are four components to the agency ITSP:
  - IT Summary Section which now resides in the Commonwealth Technology Portfolio (CTP);
  - IT Budget Estimation Tables in the CTP;
  - Appendix A in the Commonwealth Technology Portfolio;
- Agency Application Portfolio in the Commonwealth Enterprise Technologies Repository
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Development of the ITSP in the CTP

• Developing the ITSP
  – ITSP Portfolio and ITSP Item (Agency IT Strategic Plan)
  – Enter IT Summary Section
  – Validate and Complete IT Budget Estimation Tables
    • Certify Active Portfolio
  – Review ITSP/Appendix A
    • OR/I
    • BRT
  – AITR/Agency Head ITSP submission for CIO of the Commonwealth approval
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Printing the ITSP in the CTP

- Printing the ITSP
  - ITSP Portfolio and ITSP Item “ITSP (14-16)”
  - Explain Web Portlet
  - How to print tabs
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Agency Head/AITR Re-Authorization

- Re-authorization for the Commonwealth Technology Portfolio tool
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Q & A
Parking Lot
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Feedback/Survey