

# ***Commonwealth IT Investment Management (ITIM)***

## **2014 CTP Training for Novice Users**

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# Commonwealth ITIM

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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

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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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PM Break

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## **BRT: Business Requirements for New Technology**

- 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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PM Break



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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

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## Parking Lot

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## Feedback/Survey