

<u>Task/Milestone</u>	<u>Resource</u>	<u>Start Date</u>	<u>End Date</u>	<u>Days</u>	<u>Notes</u>
Contract Execution	GCTI/BUSD	31-Mar-2016	31-Mar-2016	1 day	
Project Kick-off meeting	GCTI/BUSD	4-Apr-2016	4-Apr-2016	1 day	Intro Team Members, review timeline, set weekly status meeting, etc
Site Surveys	GCTI/BUSD	5-Apr-2016	7-Apr-2016	3 days	Survey space, power, connectivity (cabling/patching), trunks, paging interface, MOH and peripherals
Network and IP Schema design discussion	GCTI/BUSD	11-Apr-2016	11-Apr-2016	1 day	
Network and IP Schema design documentation	GCTI Engineer	11-Apr-2016	11-Apr-2016	1 day	GCTI to provide VISIO
User and Call Flow Data Gathering	GCTI PM	11-Apr-2016	29-Apr-2016	15 days	Collect user details, call flow for inbound, special needs and develop a floorplan of phone locations
User and Call Flow Documentation	GCTI PM	2-May-2016	6-May-2016	5 days	
Present User and Call Flow Documentation for approval	GCTI PM/BUSD	9-May-2016	13-May-2016	5 days	
ShoreTel User and Call Flow Programming	GCTI Engineer	16-May-2016	20-May-2016	5 days	
ShoreTel Infrastructure Installation and Testing	GCTI Engineers	23-May-2016	3-Jun-2016	9 days	SG Switch connectivity to SW Director and all other SG Switches, Call Quality testing, Call Flow testing and test DHCP to phones
Perform Test Plan and submit results	GCTI Engineer	23-May-2016	10-Jun-2016	14 days	
IP Phone Placement, Assignment, Site Cutover and Testing	GCTI Engineers / BUSD	20-Jun-2016	16-Aug-2016	40 days	
User Training, First day of Business Support and User Assist	GCTI	17-Aug-2016	1-Sep-2016	12 days	Schedule as appropriate, prioritizing school site support staff
Remote Help Desk support	GCTI	2-Sep-2016	9-Sep-2016	6 days	
System Acceptance and Support Handoff to Client Care	GCTI/BUSD	12-Sep-2016	12-Sep-2016	1 day	