



**Implementation Timeline**  
**Jefferson County School District (AL)**  
**Contact: Mr. Steve Hogg**  
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**Revision ( 5) 2/07/2011**

**October 27, 2010 ( 9:00 AM - 9:30 AM)**

Item: AL InformationNOW Implementation

Status: COMPLETED

Location: Phone Conversation

Customer Representative: Steve Hogg

STI Representative: Patty King

Notes: [Conference Call] - Pre-Implementation Conference Call to discuss timeline.

**November 12, 2010 ( 8:00 AM - 3:00 PM)**

Item: AL InformationNOW Implementation

Status: COMPLETED

Customer Representative: Steve Hogg

STI Representative: Patty King

Notes: [Received Signed Timeline]

**December 07, 2010 ( 3:00 PM - 5:00 PM)**

Item: AL InformationNOW Installation

Status: COMPLETED

Location: WebEx

Customer Representative: Bradley Arnold

STI Representative: Frank Davis

Notes: [INOW Software Installation] - Installation of InformationNOW software.

**January 31, 2011 ( 8:00 AM - 3:00 PM)**

Item: AL InformationNOW Implementation

Status: SCHEDULED

Location: Customer Performed

Customer Representative: Steve Hogg

STI Representative: Patty King

Notes: [Hardware Implemented] - I have read, I understand, and I agree that by this date my district meets or exceeds the current published server hardware/OS requirements located at <http://support.sti-k12.com/documentation/hardware-specs.asp>.

**February 04, 2011 ( 8:00 AM - 12:00 PM)**

Item: AL District Data Conversion for InformationNOW

Status: SCHEDULED

Location: Customer Performed

Customer Representative: Steve Hogg

STI Representative: Albert Wood

Notes: [Data Extraction - Initial] - INITIAL DATA EXTRACTION - CUSTOMER INITIATES EVENT. Follow instructions on the document entitled "InformationNOW Data Conversion Preparation Document". Should you need additional assistance, dial 877-844-0884, extension 1069. DATA MUST BE RECEIVED BY NOON ON FEBRUARY 4. DATA THAT IS RECEIVED AFTER THIS DATE MAY RESULT IN A DELAY OF IMPLEMENTATION

**February 07, 2011 - February 11, 2011 (5 Days) ( 8:00 AM - 3:00 PM)**

Item: AL District Data Conversion for InformationNOW

Status: SCHEDULED

Location: Mobile Office

Customer Representative: Steve Hogg

STI Representative: Albert Wood

Notes: [Data Conversion - Initial] - INITIAL DATA CONVERSION - STI will convert data and will contact customer with questions, if necessary.

**February 16, 2011 ( 9:00 AM - 11:00 AM)**

Item: AL InformationNOW Installation

Status: SCHEDULED

Location: WebEx

Customer Representative: Steve Hogg

STI Representative: Frank Davis

Notes: [Installation - Initial] - Installation of initial converted data for review purposes.

**February 18, 2011 (10:00 AM - 11:00 AM)**

Item: AL InformationNOW Installation

Status: SCHEDULED

Location: WebEx

Customer Representative: Steve Hogg

STI Representative: Doug Ramey

Notes: [Data / Site Check - Initial] - INITIAL DATA / SITE CHECK - Ensure that basic application functions are working properly and review converted data.

**February 24, 2011 - February 25, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: AL InformationNOW Initial Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Robby Naylor

Notes: [Training - Initial] - Days 1 and 2 of 5 day training outline. Refer to training outline for details.

**June 24, 2011 ( 8:00 AM - 12:00 PM)**

Item: AL District Data Conversion for InformationNOW

Status: SCHEDULED

Location: Customer Performed

Customer Representative: Steve Hogg

STI Representative: Albert Wood

Notes: [Data Extraction - EOY] - END OF YEAR DATA EXTRACTION - CUSTOMER INITIATES EVENT. Follow instructions on the document entitled "InformationNOW Data Conversion Preparation Document". Should you need additional assistance, dial 877-844-0884, extension 1069. DATA MUST BE RECEIVED BY NOON ON JUNE 24. DATA THAT IS RECEIVED AFTER THIS DATE MAY RESULT IN A DELAY OF IMPLEMENTATION.

**June 27, 2011 - July 01, 2011 (5 Days) ( 8:00 AM - 3:00 PM)**

Item: AL District Data Conversion for InformationNOW

Status: SCHEDULED

Location: Mobile Office

Customer Representative: Steve Hogg

STI Representative: Albert Wood

Notes: [Data Conversion - EOY] - END OF YEAR DATA CONVERSION - STI will convert data and will contact customer with questions, if necessary.

**July 05, 2011 ( 9:00 AM - 11:00 AM)**

Item: AL InformationNOW Installation

Status: SCHEDULED

Location: WebEx

Customer Representative: Steve Hogg

STI Representative: Frank Davis

Notes: [Installation - EOY] - Installation of final converted data for production environment.

**July 07, 2011 (10:00 AM - 11:00 AM)**

Item: AL InformationNOW Installation

Status: SCHEDULED

Location: WebEx

Customer Representative: Steve Hogg

STI Representative: Doug Ramey

Notes: [Data / Site Check - EOY] - END OF YEAR DATA / SITE CHECK - Ensure that basic application functions are working properly and review converted data.

**July 11, 2011 - July 12, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: AL InformationNOW End Of Year Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Robby Naylor

Notes: [Training - EOY] - Days 3 and 4 of 5 day training outline. Refer to training outline for details.

**July 13, 2011 - July 14, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: InformationNOW Web-based SIS Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Joseph Drews

Notes: [Training - Additional] - High School Site Administrators

**July 25, 2011 - July 26, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: InformationNOW Web-based SIS Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Frank Buck

Notes: [Training - Additional] - Middle School Site Administrators

**July 27, 2011 - July 28, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: InformationNOW Web-based SIS Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Frank Buck

Notes: [Training - Additional] - Group 1 of Elementary School Site Administrators

**July 27, 2011 - July 28, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: InformationNOW Web-based SIS Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Joe Osier

Notes: [Training - Additional] - Group 2 of Elementary School Site Administrators

**July 27, 2011 - July 28, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: InformationNOW Web-based SIS Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Mickey Campbell

Notes: [Training - Additional] - Training for Site Administrators for High School

**August 03, 2011 - August 04, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: InformationNOW Web-based SIS Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Robby Naylor

Notes: [Training - Additional] - Training for Site Administrators for Middle School.

**August 08, 2011 - August 09, 2011 (2 Days) ( 8:00 AM - 3:00 PM)**

Item: InformationNOW Web-based SIS Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Robby Naylor

Notes: [Training - Additional] - Training for Site Administrators for Elementary School.

**February 08, 2012 ( 8:00 AM - 3:00 PM)**

Item: AL InformationNOW Scheduling Training

Status: SCHEDULED

Location: On-Site

Customer Representative: Steve Hogg

STI Representative: Robby Naylor

Notes: [Training - Scheduling] - Day 5 of 5 day training outline. Refer to training outline for details.

**\*\*PLEASE READ CAREFULLY\*\***

*STI Travel Policy for Timeline Event Changes*

Software Technology, Inc. requests that any changes to the timeline be made at least 14 Business Days in advance of the date of the timeline event. Any changes made less than 14 days in advance, and that also involve airfare and/or other travel expenses, may be subject to additional fees which do not appear on the original Purchase Order.

*STI invoices on the delivery of products and services.*

Software Technology, Inc. highly recommends that employees involved in training be freed from their normal everyday responsibilities during training sessions conducted at the school. This approach will eliminate interruptions during training thereby giving participants the full benefit of the training session.

If the proposed timeline meets the needs of you and your staff, please sign each page and fax a copy of the timeline to Software Technology, Inc. Attn: Implementation Department (251-706-3070).

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Mr. Steve Hogg