INFO330 – Windows 7 Upgrade Project

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ABSTRACT

This poster presents a summary of a 3rd year Information Systems internship that was completed in the Project Management Office (PMO) at the University of Canterbury. The PMO is undertaking an upgrade from Windows XP to Windows 7 and the internship project involved the creation of a communications plan to ensure that all staff are kept informed of what is taking place with the project and the writing of a report to summarise the benefits of moving to a managed software environment. The poster also summarises the key learning and experience for the student involved.

Keywords

Operating Systems, Upgrade, Communications Plan

1. THE PROJECT

The University of Canterbury was using Windows XP with an unmanaged software environment for staff. As Windows XP will not be supported after April 2014, computers will need to migrate to a later version of Windows. Computers will be moved to a Windows 7 Standard Operating Environment. A part of the upgrade will mean users move to standard user accounts and a managed software environment. The new managed environment will enable users to be able to get the software they need in a controlled fashion, while ensuring that software updates are applied uniformly across the campus.

The communications plan that was created outlines how the team can best and most effectively communicate with key staff and those affected by the upgrade. The plan ensures that people have access to the information they need and receive it in the best way, while making sure that they do not get bogged down with information they do not need which turns them off.

The software benefits report outlined the many benefits from moving to a managed software asset environment from an unmanaged one. These include cost savings from having bulk and volume licenses on a per user basis rather than having everyone use an individual license. There are also a number of security and time saving benefits that result.

2. STUDENT LEARNING

The key outcomes of the internship were:

- Gaining experience of working in a proper organisational environment.

- Highlighting the benefits and necessity of project management methodologies in large projects and organisations.

- Gaining tools and skills needed for going into a career with a formal organisation.

- Gaining experience of work that was largely open ended, in contrast with University level work and assignments which are often very close ended with a definite result.

- Learning how to go about work and using the feedback of others to shape it.

3. CONCLUSIONS

The internship was a valuable experience and enabled the student to develop existing skills and learn new skills, in particular relating to project management in formally structured organisations.