Project Plan
Personalized Intranet Portal

The Capstone Experience

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Project Overview

• Dow wants to completely recreate their Intranet Portal from scratch for internal use among Dow employees
• This new Intranet Portal must be built with SharePoint 2013
• Needs to have a similar layout to old Dow Intranet to ensure a smooth transition
Functional Specifications

• Our job is to create this personalized Intranet Portal with several of the following features:
  ▪ Must include a content management system where non-technical Dow employees can add content to the site, such as new stories, without ever having to deal with code
  ▪ User created content must also go through a publishing phase, meaning someone has to okay it before it becomes live on the site
  ▪ Users must be authenticated as Dow employees before entering the Intranet Portal
  ▪ Authentication must also be in place for whether user’s have read/write access to content across the site
  ▪ Must include user profiles with a customizable dashboard

• Within this Intranet Portal there must also be a set of custom tools/features built into the solution that exist in the old Dow Intranet including:
  ▪ Ad rotator that rotates among advertisements
  ▪ New reader that displays Dow news can tab to different types of news articles
  ▪ Personalized section that displays user specific information
  ▪ Survey tool that displays the results of a survey and allows a user to partake in the survey once and only once
  ▪ Box of metrics from manually entered Dow information
Design Specifications

• Needs to have information taxonomy defined on Dow’s business structure and functions
  ▪ The business structure is based around the 13 businesses of Dow
  ▪ The functions provide services across the Dow infrastructure
    ○ These include Human Resources, Purchasing, etc.

• An important aspect of the design that was made apparent is that the overall look and feel of the website must be very easy to understand and grasp for a first time user

• Through usability study, must validate that minimal training is needed a use the Intranet Portal and its features

• Ways to achieve this usability were specified as follows:
  ▪ All navigation around the site must be standardized and easily understood
    ○ Global navigation bar on the top of the page for all sites
    ○ Current navigation bar on the left once you enter a Dow business sub-site
  ▪ Follow a similar layout to the old Dow Intranet to increase usability among current employees who are used to the old layout
  ▪ All pages must have a similar Dow header and footer with a logo, disclaimer information and other standard content
Screen Mockup: <Home Page>
Screen Mockup: <Sub-site Page>
Technical Specifications

• Server needs to have a Windows Server 2008 R2 SP1 installed for the OS
• The Intranet Portal must run on SharePoint 2013 Enterprise
  ▪ SharePoint 2013 requires an instance of SQL Server 2008 or later to run
• Custom SharePoint design templates and SharePoint web parts can be created/edited with either SharePoint Designer 2013 or Visual Studio 2012
  ▪ HTML and CSS code is needed for display templates to be edited
  ▪ Stay away from HTML 5 and CSS 3 for now due to incompatibility with Dow’s use of Internet Explorer 8.0 in their systems
• Web browsers are needed for most of the editing within SharePoint
  ▪ Firefox and Internet Explorer 8.0 should be tested with to ensure cross-browser compatibility
System Architecture

- Windows Server 2008 R2
- SQL Server 2012
- SharePoint 2013
- IIS7
- Domain Controller

Host A, Host B, Host C

HTTP
File Shares
User Profiles
Crawling/Indexing
System Components

• Hardware Platforms
  ▪ Windows Server 2008 R2 SP1 64 bit
    o Intel Xeon X3460 2.80 GHz
    o 8 GB Ram

• Software Platforms / Technologies
  ▪ SharePoint 2013 Enterprise
  ▪ SQL Server 2012
  ▪ Visual Studio 2012
  ▪ SharePoint Designer 2013
Testing

• As we develop our custom web parts (such as the ad rotator, survey tool, etc) we have to perform component tests to ensure that the functionality is on par with the specification.

• This includes:
  ▪ Ensure that all of the custom web parts are reusable across the site
  ▪ Add and delete content in specific components to see if it updates the results
  ▪ Need to test that it pulls tagged content from across the site

• Come up with use cases for the Intranet. Outline basic user interactions with the system and perform usability tests on those actions.
  ▪ Present these use cases to Martin and see if he feels that they are satisfactory in terms of user usability.
Risks

• **Risk 1:** SharePoint has a high learning curve
  ▪ Researching intensely on available online tutorials

• **Risk 2:** Intranet portal must be usable to ensure that Dow does not have to go through a costly training progress with its employees
  ▪ Perform usability testing to ensure that the Intranet is user friendly
  ▪ Talk and demo progress on the project regularly to Martin

• **Risk 3:** Must develop custom web components, this requires writing .NET code and converting into a format that SharePoint can read
  ▪ Get designs out early for inspection, and research available online information
  ▪ Whenever possible, use built-in SharePoint functionality

• **Risk 4:** Security, only authenticated users can be allowed to view/create certain content
  ▪ Must learn to deal with SharePoint’s built in authentication process
  ▪ This involves learning to authenticate against a Domain Controller