

Phase I A Task Order Closeout

Final Report

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Author's Name:	Amir Tahami, Alan Johnson and Peter Gallagher
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This report was prepared by Amir Tahami, Alan Johnson and Peter Gallagher, in collaboration with Chemonics International Inc., prime contractor to the U.S. Agency for International Development for the AMIR Program in Jordan.

Data Page

Name of Component: ICTI

Author: Amir Tahami, Alan Johnson and Peter Gallagher, DevIS

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List of Key Words Contained in Report:

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Memo

August 14, 2003

TO: Steve Wade, Abed Shamlawi
FROM: Amir Tahami
COPY: Peter Gallagher, Alan Johnston
SUBJECT: Close Out of IQC Task Orders 1-5 and 7

This purpose of documentation in the enclosed binder is to document the status and close out of existing Task Orders for Jordanian IQC firms related to the implementation of the GoJ E-Government Portal Website Project. The contents of the attached binder provide current status reports related to the project tasks and document the deliverables produced by each Jordanian IQC Firm related to their assigned Task Orders.

The documentation for the project is broken out by each Task Order in the binder as follows:

Task Order 1: Estarta: Coordinate Information Portal Implementation
Task Order 2: STS: Enterprise, Organization, and Personnel Directories
Task Order 3: CNS Primus: G2G E-Gov Design and Implementation
Task Order 4: ITG: G2B E-Gov Design and Implementation
Task Order 5: AlliedSoft: G2C E-Gov Design and Implementation
Task Order 7: E-Gov Architecture & Design for SGN, Email and Web Environment

Each section contains a summary of tasks and their status, an overview of future tasks to be completed and the artifacts of the deliverables for each Task Order related to Phase 1.

The official closing out of these Task Orders represents the completion of Phase 1 of the project, which consists of the Information Architecture for the Portal Website and the harvesting of content for the Portal. Phase 2 will consist of configuring the Content Management System (to be selected and procured by MoICT), developing templates, and importing the content to bring the Portal live. Phase 2 will also consist of the transfer of ownership of the project to MoICT for continued operations. New task orders for the IQC Firms will need to be developed for tasks associated with Phase 2.

In some cases, there may be deliverables scheduled in these Task Orders that can not be delivered until Phase 2 of the project begins. Two factors that contribute to this are (1) Enterprise Architectural decision that have not be decided (these greatly affect the ability to implement Task Order 2) and (2) the selection and procurement of a Content Management System by MoICT is needed to implement

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the Portal. Deliverables that are affected by these factors are noted in the documentation.

A secondary goal of the Task Order close out is to create a repository for the information architecture and all content harvested to date. It is inefficient to provide such a large amount of information in printed fashion, this information is provided electronically on the enclosed CD. The CD also includes additional secondary project documentation that was not included in this binder.

Deliverables for the e-Government Jordan Portal Phase IA

G2B:

- Focus Groups: focus groups with people from different backgrounds
- Graphics: folder contains all the designs for this section
 - G2B_all designs: Arabic and English designs
 - MOICT-Request Modify Designs: MOICT requested a few changes to the designs above, the designs in this folder are the ones requested
- B2htmls for G :B2HTML_G
 - Arabic
 - English
- G2B Appendices: Appendices for the High Level Information Architecture section in the IA_egov_master
- IA_egov_G2B: G2B Information architecture that describes the functionality and flow of this section of the portal

G2C:

- Focus Groups: focus groups with people from different backgrounds
- Graphics: folder contains all the designs for this section
 - G2C_all designs: Arabic and English designs
 - MOICT-Request Modify Designs: MOICT requested a few changes to the designs above, the designs in this folder are the ones requested
- C2htmls for G :C2HTML_G
 - Arabic
 - English
- G2C Appendices: Appendices for the High Level Information Architecture section in the IA_egov_master
- IA_egov_G2C: G2C Information architecture that describes the functionality and flow of this section of the portal

G2G:

- Graphics: folder contains all the designs for this section
 - G2G_all designs: Arabic and English designs
 - MOICT-Request Modify Designs: MOICT requested a few changes to the designs above, the designs in this folder are the ones requested
- G2htmls for G :G2HTML_G
 - Arabic
- G2G Appendix: Appendices for the High Level Information Architecture section in the IA_egov_master
- IA_egov_G2G: G2G Information architecture that describes the functionality and flow of this section of the portal

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:General

- Graphics: folder contains all the designs for the eGovernment Portal
 - General_all designs: Arabic and English designs for the general templates of the portal
- HTML_General: htmls for the general templates
 - Arabic
 - English
- IA_egov_general: Information architecture for the general section of the portal that describes the functionality and flow

Ministries.Entities (Government):

- Graphics: folder contains all the designs for this section
 - Government: Arabic and English designs
 - MOICT-Request Modify Designs: MOICT requested a few changes to the designs above, the designs in this folder are the ones requested
- HTML_Government: htmls for the general templates
 - Arabic
 - English
- IA_egov_Government.Entities: Ministry/Entities Information architecture that describes the functionality and flow of this section of the portal

Other:

- CMS Design Docs
 - Access Areas: security access areas, permissions for content contributors
 - System Architecture: documents concerning the system architecture
 - WCM Workflow: explains the sequence of steps needed to turn all the portal update/maintenance work into an automated and manageable stream of assignments.
- Content:
 - G2B_G2C_Government_Content: All content collected in the data entry documents for G2B, G2C and Government (ministries/entities) are in this folder
 - G2G_Content: All content collected in the data entry documents for G2G are in this folder
 - G2B_G2C_Government_G2G_Forms: all forms and guidelines for services
 - Content Harvesting Protocol: outlines and defines how the content will be collected
 - Data Entry: these word documents contain the format and headings for the content that was collected, not all these documents were used, they were used in the beginning phases of the project

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- Data Entry Policy: outlines the policy for Data Entry of collected information from the Ministries and Agencies
- Translation: translated batches and costs associated with offer.
- FileNet Specific:
 - FileNet_MappingMatrix
 - FileNet Design: describes the templates and objects of FileNet
 - FileNet Development Guidelines: workflow, guidelines, naming conventions, site structure for FileNet
 - EditLive_Evaluation: describes the options of the different editors that can be used with FileNET WCM new release. It investigates 2 of those major editors, explaining the pros and cons for both. This editor is 3rd party product developed by ephox company
 - FileNet Issues and Recommendations: this document provides a scientific analysis about the issues with FileNET and Estarta's recommendation for moving forward from a Project Management and Technical perspective
- Presentation:
 - Home
 - G2B
 - G2C
 - G2G
 - Ministries
 - Images
- Search Engine: requirements for search engine
 - PortalSearchEngine_RFP_Ver1.doc:
 - Search Engine Integration Architecture.vsd
 - Search Engine Requirements.doc
- Scope
 - Master Vision: vision document for eGovernment Jordan
 - Scope Document: Business requirements document that shows the overview of all the functionalities
- UI:
 - Landor designs that Estarta worked off of and the government emblem that MOICT sent.
 - Documentation_Arabic; Landor did not have Arabic designs and fonts for the portal. This folder contains Arabic font size, and style and some of the homepages designed according to this.
 - HTML_Guides: style sheets of how to read fonts and colors
 - Government Emblem: provided by MOICT
 - ES-Graphical Theme Selection.doc: tis document intends to facilitate the feedback and selection process of the Theme for the eGovernment Portal

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- Draft 2.0- CMS Features List: provides the content management system requirements envisioned necessary for the portal
- IA_egov_master: the introduction of the IA that describes the purpose of the IA and the project, data collecting by IQC companies, team of project, work flow, security, etc.)
- egov_sitemap: General site map for eGovernment Jordan, G2G section, G2C section and G2B section

Project Management:

- Communications Plan: describes in detail the communication process between companies and clients involved in project
- DecisionsList_egovJordan.G2C: all decisions made for G2C from project start till today
- eGov Portal WBS and Budget
- eGov Risk List: managing the product in a way to avoid risks, analysis of risks
- egov-Portal Plan - Design and Development: project plan for design and development of egov
- egov-Portal Plan – Development and Deployment: project plan for development and deployment of egov
- Open Issues for G2C, G2B and G2G: all open issues for the project from start till today
- G2C_Status Report: complete status report of all G2C categories
- G2G_Status Report
- G2B_Status Report