



Computing  
Lessons Learned

WordPress SaaS Implementation  
on Central Web Server

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Version 1  
2015-12-29

DocDB #5515

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### Lessons Learned Approvals

Name	Signature	Date

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## 1. Attendees

ATTENDEE NAME	DEPARTMENT / TITLE	ROLE	PHONE NUMBER
Matt Crawford	OCIO	Project Manager	x3461
Peter J. Rzeminski II	CCD/ESO	Technical Lead	x5524

## 2. Feedback Received

### A. Project Team Feedback

NAME / ROLE	COMMENT	PHASE
<b>Project Management</b>		
Crawford/PM	Steering Committee was well constituted.	Planning
Crawford/PM	WBS task structure not granular enough for progress measurement.	Planning
Crawford/PM	Resources called away by high-priority work. This was a known risk, and one that is virtually certain to be realized in most Fermilab computing projects. More contingency should be built into every project schedule.	Planning/ Execution
Crawford/PM	Good cooperation between PM & TL and division of work in briefing Steering Committee.	Execution
<b>Technical Work</b>		

### B. User Feedback

NAME / ROLE	COMMENT	PHASE
<b>Development on the SaaS</b>		
Munday/User	Believed it was too difficult to develop a complex site on the SaaS and so didn't try.	Execution
Barone/User	This project delivered a service that was very much needed for facilitating web site creation and maintenance.	Execution
Barone/User	This project was well coordinated with the WP Fermilab theme development.	Execution
Barone/User	There wasn't much communication or interaction concerning the adopted plugins and/or plugin choice.	Execution
Lato/User	If migrating an existing site, keep the original available until cutover to WP to save building a test site—navigation doesn't transfer over from test to production and you want all attachments to be in the production site.	Execution
Lato/User	If you do build a test site and use new plugins, or a lot of data, demonstrate the basic functionality on the test site, but save the major data upload for the production site.	Execution

NAME / ROLE	COMMENT	PHASE
Lato/User	If a plugin you want doesn't fit within our security model, don't fret. There are probably a dozen like it available and one of them will likely be acceptable. (It happened with a plugin for pictures for FTBF.)	Execution
<b>&lt;Topic&gt;</b>		

### 3. What Was Done Well

WHAT WAS DONE WELL	PHASE
1. Design was excellent	Planning
2. Documentation was not neglected (but see below).	Execution/ Closeout
3. Initial risk set was fairly complete	Planning
4. Issues arising were addressed in good time	Execution
5.	
6.	

### 4. What Could Have Been Done Better

WHAT COULD HAVE BEEN DONE BETTER	PHASE
1. Estimation of work remaining was in accurate (too high) near the end of the project. This might be attributable to the WBS not being granular enough, or not having been well constructed.	Execution
2. Users were not entirely satisfied with the means for testing their sites in development	Execution/ Operation
3. All-in-parallel work on documentation made it hard to gauge progress.	Execution
4.	
5.	