

Guide to the One WA Phase 1A Workplan (as of 5-12-23)

Guide to Column Headings

- **f** - Checkmark indicates completed task, sticky note indicates a note has been added, Calendar indicates the use of a schedule constraint, person indicates potential for overallocated resources
- **ID** – sequential row number of the task
- **WBS**—Work breakdown structure – shows the task’s place in the outline of the project schedule.
- **Unique ID**—The unique identifying # for the task that remains the same no matter its location in the schedule
- **Task Name** – Describes the activity. Bolded names reflect a summary task for the work below.
- **Workstream**—Lists the One WA program workstreams primarily involved in the task
- **% complete** – Estimated % completion of the task as of 5/12/23
- **Duration** – Expected # of workdays to complete the task
- **Start**—the earliest possible date for the task to begin, given the task predecessors
- **Finish**—the earliest possible date for the task to finish, given the earliest possible start date and expected duration.
- **Total slack**—the number of extra workdays available to complete the task without pushing out the schedule overall/impacting go-live date.
- **Predecessors**—lists the ID #s for the tasks that must be completed before this task.
- **Successors**—lists the ID #s for the tasks that can begin after this task
- **OneWA Key Milestones**—If a proposed schedule change would push out the latest finish date of these tasks, the proposal would need to be reviewed by the Schedule Change Control Board.

Guide to other items

- *Blue Italics indicates a milestone – a task with 0 days duration.*
- **Red text indicates a critical path item – a task with 0 days slack**
- ~~Grey strikethrough text~~ indicates tasks that have been inactivated because they are no longer needed as originally envisioned
- **Green shading** – used by schedule team to aid navigation by highlighting levels in the work breakdown structure
- Other shading – used by the schedule team to flag items for discussion or updates