

General guidelines for correctly displaying the cost and percent complete information as it relates to entering the As Of date:

- The MIP will only display the cost and percent complete information of the most recent calendar date as entered in the As Of field.
- If a user enters a date in the As Of field that is earlier than the As Of date already in the system, the MIP will still only display the information from the most recent calendar date.
- The information entered for the earlier date will be saved in the MIP database, but will not display on the screen.
- If you have mistakenly entered information using the wrong As Of date, contact MIP Help to remove the incorrect information.

Example:

- Initial Screen:
 - Actual Cost to Date or Final Cost \$: 500
 - As Of date: 11/30/2007
 - Percent Complete: 20

Manage Data Development : Task Status

Update the cost and schedule information for each data development task. Click "Update Status" to recalculate the estimated CPI and SPI. When all tasks are 100% complete, click "Continue".

* indicates a required field.

▼ Expand All ▶ Collapse All

▶ **Project Information**

▼ Independent QA (Acquire Base Map): 20% Complete, Estimated SPI: 0.43 , Estimated CPI: 1.36

Task Information

Task Description:	Usability evaluation 2
Current Negotiated Cost \$:	3400
Baseline Task Start Date:	03/03/2008
Baseline Task End Date:	05/02/2008

Update production status, cost and schedule information for this task.

Production Status

Task Area	Workflow Status	Projected Preliminary Date	
Franklin County-wide	Acquire Base Map : Undaimed		QA Comments Masterman Validation Results Workflow History

Cost and Schedule Information

* Actual Cost to Date or Final Cost \$	500
* As Of	11/30/2007
* Percent Complete	20
* Actual Start Date	11/15/2007
Actual End Date ¹	

¹ Actual end date cannot be entered until all Areas are checked as Complete and Percent Complete is 100%

Comments

Update Status

* Note: the screens shots used in this document reflect the screen changes that will be introduced with SP15 (Spring, 2008) and may not look exactly the same as what is currently in the MIP

- Action:
 - Change Cost to Date or Final Cost \$: 250
 - Change As Of date: 11/25/2007
 - Did not change Percent Complete

▼ Independent QA (Acquire Base Map): 20% Complete, Estimated SPI: 0.43 , Estimated CPI: 1.36

Task Information

Task Description:	Usability evaluation 2
Current Negotiated Cost \$:	3400
Baseline Task Start Date:	03/03/2008
Baseline Task End Date:	05/02/2008

Update production status, cost and schedule information for this task.

Production Status

Task Area	Workflow Status	Projected Preliminary Date
Franklin County-wide	Acquire Base Map : Unclaimed	

[QA Comments](#)
[Metaman Validation Results](#)
[Workflow History](#)

Cost and Schedule Information

* Actual Cost to Date or Final Cost \$	250
* As Of	11/25/2007
* Percent Complete	20
* Actual Start Date	11/15/2007
Actual End Date ¹	

¹Actual end date cannot be entered until all Areas are checked as Complete and Percent Complete is 100%

Comments

[Update Status](#)

- Click Update Status (it looks like the information saved, but read on...)
- Click Save and Close
- Return to this task from the Work Items list
- Result:
 - The MIP displays only the information associated with the most recent As Of calendar date. In this example, although the cost and percent complete information associated with the 11/25/2007 As Of date has been saved in the MIP, it will not display the information entered for 11/25/2007.

▼ Independent QA (Acquire Base Map): 20% Complete, Estimated SPI: 0.43 , Estimated CPI: 1.36

Task Information

Task Description:	Usability evaluation 2
Current Negotiated Cost \$:	3400
Baseline Task Start Date:	03/03/2008
Baseline Task End Date:	05/02/2008

Update production status, cost and schedule information for this task.

Production Status

Task Area	Workflow Status	Projected Preliminary Date
Franklin County-wide	Acquire Base Map : Unclaimed	

[QA Comments](#)
[Metaman Validation Results](#)
[Workflow History](#)

Cost and Schedule Information

* Actual Cost to Date or Final Cost \$	500
* As Of	11/30/2007
* Percent Complete	20
* Actual Start Date	11/15/2007
Actual End Date ¹	

¹Actual end date cannot be entered until all Areas are checked as Complete and Percent Complete is 100%

Comments

[Update Status](#)

- Additional Action:
 - Change Actual Cost to Date or Final Cost \$: 1700
 - Changed As Of date: 12/15/2007
 - Changed Percent Complete: 50

▼ Independent QA (Acquire Base Map): 50% Complete, Estimated SPI: 1.07, Estimated CPI: 1.0

Task Information

Task Description:	Usability evaluation 2
Current Negotiated Cost \$:	3400
Baseline Task Start Date:	03/03/2008
Baseline Task End Date:	05/02/2008

Update production status, cost and schedule information for this task.

Production Status

Task Area	Workflow Status	Projected Preliminary Date	
Franklin County-wide	Acquire Base Map : Unclaimed		QA Comments Mapman Validation Results Workflow History

Cost and Schedule Information

* Actual Cost to Date or Final Cost \$	<input type="text" value="1700"/>
* As Of	<input type="text" value="12/15/2007"/>
* Percent Complete	<input type="text" value="50"/>
* Actual Start Date	<input type="text" value="11/15/2007"/>
Actual End Date	<input type="text" value=""/>

* Actual end date cannot be entered until all Areas are checked as Complete and Percent Complete is 100%

Comments

[Update Status](#)

Now that we have changed the As Of date to a date later than 11/30/2007, we will only see the information for the 12/15/2007 date as this is the most recent date for which information is entered in the As Of field.

Common Questions:

Q: I have entered cost and schedule information but it is not showing on my screen. Why?

A: This is likely because you have already entered information in the As Of field for a more recent calendar date. For example, if you enter cost and percent complete information with an As Of date of Feb. 1, but then enter information for Dec. 1, only the Feb. 1 information will display on the screen because the MIP only displays information from the most recent date. The information you entered for Dec. 1 has been saved to the MIP database, but will not display on the screen.

Q: If there has not been any progress on my project in the last month, do I still have to update the MIP? If so, how do I indicate there has been no progress?

A: Yes. It is required that mapping partners update their information on the MIP monthly. Even if you have had no progress on your project, enter in a new As Of date, but leave the Percent Complete and Actual Cost fields the same. Further, if a project has been stalled for several months, work with your Regional Project Officer to determine if the project should be put on hold.

Q: Is there a way to update information on multiple projects at the same time?

A: No. You must enter into each project to update costs and schedule information. Each project needs to be updated individually to ensure that mapping partners are looking at and reviewing the data.

Q: I entered an As Of date and Percent Complete at the end of the month, but then realized I wanted to use a different, earlier As Of date. I entered the earlier date, but the previous date displays on the screen. How can I correct this so the information associated with the current As Of date I really meant to enter displays on the screen?

A: To remove the information associated with the incorrect As Of date that displays, contact MIP Help to remove the incorrect As Of date. The correct information you entered has been saved and when MIP Help removes the incorrect information, the correct information will display correctly.