

Memo

Date: November 17, 2005

To: Dan Barron, John Kramer, Jim Melvin

cc: Fred Foster, Gregg Hall, David Joyce, Rick King, Glenn Levi, Russ Megonigal

From: Christine Fuchs and Julie Grosse

Re: Product Office Restructuring

The purpose of this document is to propose—for discussion purposes—a new way of handling Product Office meetings. Under this plan, the Product Office participates in two kinds of meetings—weekly tactical meetings that guide near-term projects and quarterly long range planning sessions.

Please review these ideas and bring your thoughts to tomorrow's meeting, where we will finalize an approach.

Product Office Membership

Weekly Product Office participants are:

- CEO
- COO
- Vice President of Engineering
- Director of Product Management
- Vice President, Marketing

Senior sales and project management personnel are welcome to attend the meeting if there is an issue they wish to discuss. Senior customer-facing personnel are required to attend (or call in to) the meeting when they are handing over the initial GAP list for a customer (unless they want to extensively document it).

Quarterly Product Office participants are:

- CEO
- COO

- Vice President of Engineering
- Director of Product Management
- Chief Technology Officer
- Vice President, Marketing

DISCUSSION POINT: Can we cut participants down to these two lists without impacting the effectiveness of the meetings—not to be “exclusive” but to be mindful of the inefficiencies in time and cost associated with a large number of people sitting in the room?

Responsibilities of a Weekly Product Office Member

1. Review the report coming out of the Product Office meeting for accuracy.
2. Complete your Action Items by Wednesday of the following week.
3. Prepare for upcoming Product Office meetings by reviewing materials and asking questions of your colleagues in advance of the meeting. Resolve issues off-line as much as possible. Identify potential opportunities and conflicts for discussion.
4. Recognize that the goal of the meeting itself is to prioritize and note potential problems. Move into exception management mode.

Weekly Product Office Meeting

Objectives

- To ensure that new development efforts will generate value/revenue for the company (Go-Delay-Kill)
- To reprioritize short term company workload based on the competing needs of our day to day business
- To identify and address emerging conflicts between customer needs and SIVA resources

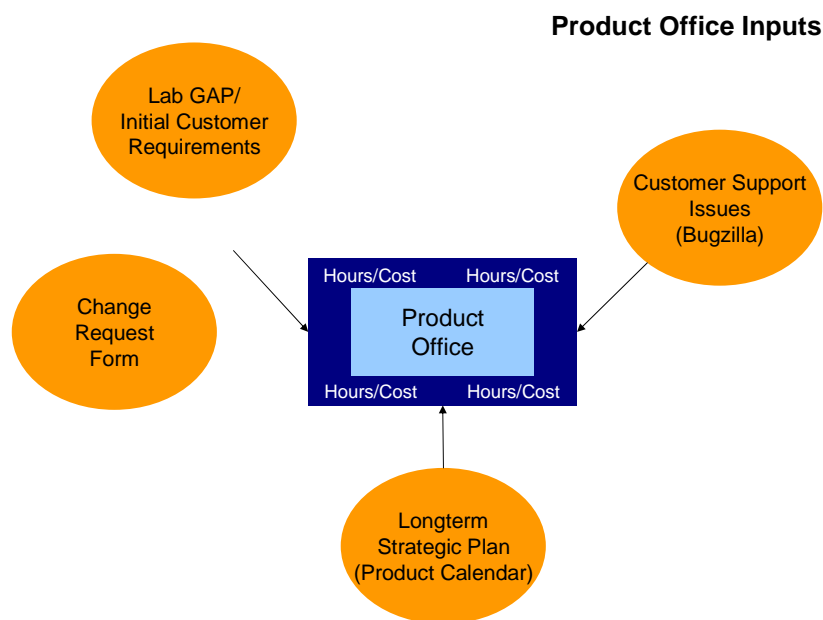
DISCUSSION POINT: Is an additional function of this meeting to provide timeframes for sales people to use with prospects fairly early in the sales process (i.e., at the proposal stage the sales person takes into account when key feature can be developed before quoting phased implementation plan)? Or does a published product calendar remove the need for this?

Process Flow

Activity	Date	Owner
GAP lists and Change Request Forms submitted to Director of Product Management	Can be done any time; hard stop for inclusion in that week’s Product Office meeting is Tuesday at 5:00 pm	Project Management heads
Bugzilla review	Hard stop Tuesday at 5:00 pm	Director Product Management

Meeting - Identify issues that need SWAGs and further exploration	Wednesday AM	Director Product Management, Vice President Engineering
Development estimates given to Director of Product Management - SWAGs - Delivery Dates from the last week's new "Committed" category issues	Thursday noon	Vice President Engineering
Weekly report distributed	Thursday 5:00 pm	Director Product Management
Product Office meeting	Friday 10:30 am	All plus any project manager submitting a GAP list

Inputs & Ownership



- Customer Requirements/Change Request forms = Account Project Manager
- Customer Support Issues = SIVA Customer Service
- Product Calendar = Product Management

ACTION ITEM (JULIE): Current Professional Services forms need to be reviewed to ensure the correct data is being captured and consistent use of these forms needs to be reinforced. (See existing samples: Customer Requirements, Change Request Form)

Product Office Weekly Reporting

The Product Office report will be distributed the day before each Product Office meeting with the objective of providing all new submissions to meeting participants for review in advance of the meeting.

The Product Office report will be updated and redistributed immediately following the Product Office meeting with the objective of documenting decisions made and highlighting action items.

Action Items Tab

Only appears on the post-meeting distribution of the Product Office Meeting report. Identifies “out of the ordinary” assignments for meeting attendees (i.e., issue 7815 requires meeting with Jim, all customer-facing employees need list of current hardware/software certifications, etc.) Many submitted issues placed on hold will have action items associated with them (i.e., tell the salesperson that we won’t schedule development of this feature until the contract is signed).

Action Item	Owner	Due Date

New Submissions Tab

Includes all items submitted for consideration since the last meeting. At the meeting, the Product Office will discuss Go/Delay/Kill status of each issue and resolution will be documented in post-meeting distribution.

Customer & Short Description	Scope SWAG	Spec	Description of Item	Customer Date & Impact	Customer Phase	Comments
Issue by short description & Bugzilla #	In man hours	Y/N	3-4 sentences clearly articulating the proposed feature, certification, etc.	i.e., install scheduled for 12/21, rollout on hold until fixed, affecting operations in live store	Sales cycle, lab, pilot, store rollout, enterprise rollout	

All new submissions must be described in enough detail that members of the Product Office can understand the issue and its scope from reading the Product Office Meeting standard report. Inadequately documented issues may, at the discretion of the Director of Product Management, be held off the list until sufficient information is provided. To eliminate a lengthy and time consuming documentation of GAP issues, Project Management heads will be able to submit the current spreadsheet-style lists for GAPs and attend the meeting to provide the additional information needed verbally.

Key objectives of the Product Office meeting are to identify potential “big projects” masquerading as “small projects,” related needs from multiple customers that should be rolled into a single development effort, and serious problems that need to be moved to the top of the development schedule.

The Director of Product Management will indicate which issues, in her opinion, need full requirements completed. Any additional requirement needs should be brought up by members of the Product Office at the weekly meeting.

The Director of Product Management and Vice President of Engineering will identify large-scale projects that should have a SWAG done prior to the meeting.

DISCUSSION POINT: At what point do the benefits of SWAGs outweigh the cost of having someone spend time doing them? Should we include any SWAGs in this process or not?

Current Commitments Tab

Lists the next three to four weeks of approved development work. All features promoted to current commitments must have a development delivery date by the next Product Office meeting.

In each meeting, discussion of this information should center around the following:

1. What will the promotion of new issues to the “Commitments” state do to the existing project schedule? Are there projects that will need to be delayed?
2. How has work prioritization shifted?
3. Are there problems that need to be discussed (i.e., a Development date has slipped and a rollout needs to be delayed, etc.)?

Customer	I/C	Scope SWAG	Cost Estimate	Spec	Customer Date & Impact	SIVA Delivery Date	Customer Phase	Comments
Issue by short description & Bugzilla #	I = Industry C = Custom	In man hours	Man hours x burdened cost (build in as formula)	One of 4 states = unassigned, owner's name, done, na	i.e., install scheduled for 12/21, rollout on hold until fixed, affecting operations in live store		Sales cycle, lab, pilot, store rollout, enterprise rollout	

Weekly Development Schedule Tab

Provides a detailed view of the upcoming week's development schedule as background for meeting participants.

Future Commitments Tab

Lists and prioritizes work that has been approved by the Product Office but not placed on the short term development schedule.

Customer	I/C	Scope SWAG	Cost Estimate	Spec	Customer Date & Impact	SIVA Delivery Date	Customer Phase	Comments
Issue by short description &	I = Industry C = Cust	In man hours	Man hours x burdened cost (build in	One of 4 states = unassigned,	i.e., install scheduled for 12/21,		Sales cycle, lab, pilot, store rollout,	

Bugzilla #			as formula)	owner's name, done, na	rollout on hold until fixed, affecting operations in live store		enterprise rollout	
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Note that this is the same information categories as committed projects, but many of the categories may remain blank. Obviously, the SIVA delivery date will always be unknown. Development may pull from this list as resources and “committed” issues permit to add projects to the development workload.

As part of preparation for Product Office meetings, participants should review the Futures section to identify commitments that may need to move up in status to the committed development schedule because of customer demands, related functionality requests, etc.

Projects on Hold Tab

Lists work that has not been approved by the Product Office or definitively killed. Work listed under this tab should not be undertaken without further discussions by the Product Office.

Customer & Short Description	Scope SWAG	Spec	Description of Item	Customer Date & Impact	Customer Phase	Comments
Issue by short description & Bugzilla #	In man hours	Y/N	3-4 sentences clearly articulating the proposed feature, certification, etc.	i.e., install scheduled for 12/21, rollout on hold until fixed, affecting operations in live store	Sales cycle, lab, pilot, store rollout, enterprise rollout	

Note that information reported in this section is the same as in the initial issue submission category—it’s just been moved over.

Quarterly Product Office Meeting Objectives

- To define a long range product strategy for the company
- To prioritize and package that strategy into 90 day release cycles

DISCUSSION POINT: What are release dates? Quarterly Product Office Meeting needs to be about a month before a release so that there is time to take the input and put it into schedules for the next 90 day development cycle. Ideally, at some point Quarterly Product Office meetings will move to a discussion of items six months out, which will get us ahead when it comes to requirements creation.

The Quarterly Product Office meeting is not a training session on the upcoming product releases for customer-facing employees. Training sessions are desirable, but should be held separately.

Inputs & Timeline

- One month before meeting (Director of Product Management)
 - Review submitted Concept Documents
 - Review Bugzilla for strategic opportunities
 - Review sales pipeline for emerging market requirements
 - Meet (conference call if necessary) with sales force to discuss market wish list
 - Meet with project managers to current projects' wish list
 - Meet with support manager to discuss support issues
 - Meet with CEO
 - Assign additional Concept Documents to be written as needed for unique or complex enhancements
- Two weeks before meeting (Director of Product Management)
 - Distribute existing product calendar, submission list of new topics for discussion, Concept Documents to meeting attendees

Quarterly Product Office Meeting Reporting

Results of the quarterly Product Office meeting will be documented in the form of a Product Calendar, which will be supplemented by new concept documents where desirable.

Observations on Related Issues

- There should undoubtedly be a forum for reporting customer account activities but this is not a function of the Product Office. The Product Office will take the impact on customer implementation schedules into account when making decisions but does not need full status reports.
- There should be a regular meeting between Sales and Professional Services concerning sales pipeline status and its impact on professional services resource planning but this is not a function of the Product Office. Product Management will assess emerging needs in the sales pipeline when planning the long range product calendar.
- There should be a quarterly training session for customer-facing personnel on key features of the upcoming release and selected components of a longer term product calendar.

PRODUCT OFFICE WEEKLY REPORT 2006_01-04b

Mandatory Attendees: Dan Barron Christine Fuchs Julie Grosse Jim Melvin

New Submissions

Customer & Short Description	Industry or Custom	SWAG Man Days	SWAG Man Hours	Cost to SIVA	Client Price	Description of Item	Customer Date & Impact	Customer Phase	Comments & Decisions Made
LSF									
XXXX Host Seating Siva 2006	I	na	na	na	na	Willing to be a beta site.Wants laptop at host stand. Wants to improve seating time and estimate accurate wait times.	as soon as reasonable	lab	Send LSF's notes to Jim for review. Jim to prepare Concept doc.
XXXX Web Ahead Seating Siva 2006	I	na	na	na	na	Willing to be a beta site, 50% of all calls to a location today are for reservations. Also wants kiosk functionality for placing orders and wants on-line ordering for pickup or delivery	as soon as reasonable	lab	Send LSF's notes to Jim for review. Jim to prepare Concept doc.
Froots									
2439 Scan UPC Barcodes	I	10	122	13,700	25,500 price based on SIVA standard rates of 225 for dev and 150 for QA PM PO hours	Scan barcodes at Order Entry for select items. Create field for bar code in Item Properties or use existing PLU field. Provide alternate entry method in case tag is not scanable due to damage/wetness. Provide option to perform MOD 10 check when scanning or manually keying UPC number.	does not expect to pay for this request. No expected delivery date.	live	Review requirement with Jim. Need contract to do work. Froots installing show case site; 4-site contract with 24x7 (est. 43 sites 2006)

Current Commitments

Customer & Short Description	Industry or Custom	CRF Written	Man Hours	Man Days	SIVA Cost	Client Price	CRF Signed	SOW	Spec <small>(Owner's Name, Unassigned, NA or Done)</small>	Promote to Development	Code Checked In	Customer Date & Impact	SIVA Delivery Date	Customer Phase	Contract Value	Contract Close Probability	Comments & Meeting Notes
Darden Restaurants																	
SQL Express																	
XXXX Certification	I	na	na	na	na	na	na		na				Q1	enterprise rollout	\$1,000,000	executed	QA will document outstanding issues by 12/2
Other																	
XXXX Dev 4.2	C	na	na	na	na	na	na		na				ongoing				
POS²																	
XXXX POS ² Pilot	C	na	na	na	na	na	na		na			Pilot imminent	1/23 live	lab	\$100,000	executed	preinstall week ending 1/20
XXXX Pay@Table Pilot	C	na	na	na	na	na	na		na			Pilot Q1	Q1	lab	\$100,000		Darden does not have a resource defined for project
6350 Pay@Table Ingenico 7800 & eSurvey	C	na	na	na	na	na	na		done					lab			
Applebees																	
XXXX POS2 Pilot	I	na	na	na	na	na	na		na				Q1	pilot	?	executed	
Roots																	
Printing																	
7790 Print 1 Ticket for Certain Menu Items	C	Y	36	3	4,000	8,100	N -when & who can sign?		signed internally				tbid	live	\$5400 plus hosting for 4 stores wholesale	95%	Installing show case site; 4-site contract with 24x7 (est. 43 sites 2006)
Jason's Deli																	
Pilot Set D																	
2282 Item Modifiers	C								done				Q1	lab	\$300,000	executed	will be in 4.5
Modifiers Phase II																	
7352 Accessories, Modifiers and Print Chits									revisit				Q1	lab	\$300,000	executed	
Order Points																	
5444 Delivery Module	C								done			Promised 2/06; affects rollout	Q1	lab	\$47,817	executed	
6973 Order Talk Phase I Read Only	C								done				Q2	lab	\$300,000	executed	
6976 FOH UI Reimage Based on New Delivery UI	C								Ray				Q1	lab	\$300,000	executed	
Jersey Mike's																	
Hot 2																	
7530 EOD & SOD	I								done			Hot support calls daily	Q1	26 store pilot	\$450,000	75%	Reworked to inc. new UI; condition for enterprise contract
FOH Reports																	
7748 FOH Sales Reports	I	na				na	na		na	Y		need comprehensive reports in FOH	Q1	26 store pilot	\$450,000	75%	meet with developer directly to discuss changes
Legal Sea Food																	
7948 Pro Business Payroll Export	I	Y	177	15	19,914	42,500	N		to be assigned pending signed CRF	pending signed CRF and signed spec		expects for Lab in Feb.	Q1	lab	\$372,000	75%	discuss with Ken at LSF. Suggest using a more standard file Layout to save time and money.
7949 Gold Card Program	C	Y	487	40 can't start until March	50,000	111,800	N		to be assigned pending signed CRF	pending signed CRF and signed spec		expects for Lab in Feb.	Q1	lab	\$372,000	75%	
7955 In-Restaurant Pricing	C	Y	86	7	9,633	11,000	Y		christine	next week pending signed spec		critical - requested for lab in Feb.	Q1	lab	\$372,000	75%	Requirements Spec will be completed by the end of this week. Prepare SOW
7959 Seat Counts	I	Y	24	2	2,671	5,000	Y		NA	Y	Y - in 4.5.2 and 4.4.00.22	requested for lab in Feb.	Q1	lab	\$372,000	75%	Prepare SOW
7961 Share Check	C	Y	10	124	13,754	15,500	N		to be assigned pending signed CRF	pending signed CRF and signed spec		critical - requested for lab in Feb.	Q1	lab	\$372,000	75%	customer evaluating need/expense
XXXX Pay at Table	I	NA	NA	NA	NA	NA	NA		NA	Y			Q2?				

Current Commitments

7909 MSSQL 2005 Certification	I	NA	NA	NA	NA	NA	NA	NA	NA	Y		expects for Lab in Feb.	Q1	lab 12/5;	\$372,000	75%	in process	
Pasha's																		
XXXX Payroll to Access Dbase	C								unassigned				Q1?	live beta	\$565/month	executed	Jasper	
XXXX Quickbooks Interface	C								unassigned				Q1?	live beta	\$565/month	executed	Jasper	
Customer	Industry or Custom	CRF Written	Man Hours	Man Days	SIVA Cost	Client Price	CRF Signed	Spec <small>(Owner's Name, Unassigned, NA or Done)</small>	Promote to Development	Code Checked In	Customer Date & Impact	SIVA Delivery Date	Customer Phase	Contract Value	Contract Close Probability	Comments & Meeting Notes		
RUI																		
P1																		
6296 Eatec Interface	I	N	tbd	tbd	tbd	NC	N	na	unassigned	pending signed CRF and signed spec	March	Q1	3 store pilot	\$50,000 pilot	executed	CRF will be prepared this week		
7530 EOD & SOD	I								done	Y		Q1	3 store pilot	\$50,000 pilot	executed			
6799 "CHRIS" Data Export (Productivity Stats)	C	to do	tbd	tbd	tbd	tbd			unassigned	pending signed CRF and signed spec	Date will be set after RFC is prepared and reviewed	tbd	3 store pilot	\$50,000 pilot	executed			
7923 Show Guest Name on TSR Open Checks Screen	I	na	na	na	na	na	na	na	na	Y		tbd	lab	\$50,000 pilot	executed	meet with developer to discuss		
7968 Enterprise Payroll Export	C	N	tbd	tbd	tbd	tbd	N		unassigned	pending signed CRF and signed spec	originally done at site level. RUI now requesting to do from Corp. Server	tbd	lab	\$50,000 pilot	executed	meet to further discuss requirements and write CRF		
24x7 Villa Enterprises																		
7976 Aspect Interface	C	Y	98	8	10,000	tbd by John & Jim	N - who should sign/pay?		tight deadline do via Bugzilla once CRF is signed?	pending signed CRF and signed spec	1/15 live in store 6 terminals	Jan.	skip lab go straight to pilot	300 stores		Contract required from Villa. Will deliver Aspect when second store is paid for.		
iSIVA																		
IT Security																		
6632 Error Handling Enhancements	I								na			Q2						
7657 Secure Data Transfer HTTPS	I								na			Q2						
7690 Run Signed Applets to a Third Party	I								na			Q2						
7691 Encrypt Customer Data (do not store in clear text)	I								assigned			Q2						
7692 Log Every System Action	I								assigned			Q2						
7695 Backup/Disaster Recovery Process	I								na			Q2						
7696 Virus Checking, Prevent Hack Attacks	I								assigned			Q2						
Devices																		
7465 Sentinel Configurable Loc/Device	I								na			Q2						
P1																		
6485 Screen Flipping (affects Luby's, RUI, Darden)	I								na			Q2						
P3																		
6614 New Log In Screen	I								done			Q2						
P4																		
6612 Populate Neighborhoods w/ Region/District/Stores	I								done			Q2						
6623 Curbside Initiative	I								concept			Q2						
6624 CBORD Web Ordering Initiative Phase I Read Only	I								concept			Q2						
6972 CBORD Web Ordering Phase II Synchronize	I								concept			Q2						
6628 iDine Web Ahead Seating (will need concept doc)	I								concept			Q2						
Current Portal																		
4502 Portal Tab Security	I								na			early Jan.						
5531 Build Must Have Correct War File	I								na			early Jan.						
6896 Axis 2100 End of Life	I								na			early Jan.						
7088 Portal Camera Not Working	I								na			early Jan.						
7844/7845 Rework Existing Portal	I								na			end Jan.						
Installshield 11.0																		
7958 Create Upgrade Path for Navigation Database	I								na			Q1						
6975 Auto Update Facility Installshield 11.0	I								na			Q1						
7121 Upgrade Enhancements Installshield 11.0	I								na			Q1						
iSIVA/KK Printing																		
7842 IK/POS Printing Issue	I								na		effected Luby's proof of concept. RUI would like also	Q1				IK disables iSIVA remote kitchen printing		

Weekly Development Schedule

Week of: *2-Jan-06* *Rev. A*

Developer	Bug No.	Customer	Description	Status	Req By	Comments
<i>Alex</i>	7530	JM	EOD			Fixed
	7871	Luby's	Luby's XML BOH Security - RFC		Enh	8 - 10 weeks Need Time Quote Only
	7874	General	When using the view button in the BOH, changes are being saved			Requires Additional Info
<i>Balaji</i>	7931	General	SQLExpress Certification			Fixed 7930
	7880	JM	Sales Reports			
	7809	General	rplstmlog not purging records after applying			
	7605	General	cannot select "all stores" in singleclick to run reports			
	7590	Luby's	Nested Deployment Issue			
	7808	General	Locale Template Change			
	7409	General	New charge list not getting deployed to from Corp to site			
	7240	General	Applying discount with only the 'Exclusive' attribute checked not working when applied			
	6887	General	SivaDMS does not work when 'localhost is used'			
	7606	General	cannot start day during initial deployment with Siva DMS			
	6786	JM	Deployment of Corporate Changes Should Be "Automatic" and "Requested"			
	7608	Siva	Any menu item change deployed from Enterprise blanks out recipe information			
7658	General	iSiva Load Testing				
<i>Berzan</i>	7845	General	iSiva Portal - Phase I		28-Dec	Fixed 4 weeks + 3 weeks reimaging
<i>Cliff</i>	5444	Jasons	Siva 5.0 Development			Fixed
	2282	Jasons	Item Modifiers - FOH Menu creation			Est 4 wks
<i>Dan</i>	5444	Jasons	Siva 5.0 Development			Fixed
<i>Glenn</i>	7634	General	Perpetual Inventory Report			Fixed 7525, 7990
	7530	JM	EOD - Use masking to hide all financial data at site on specified reports			
	6799	RUI	CHRIS Data Export (Should include Aspect Stds)		6-Jan	
	7844	Portal	Jaspersoft - Includes drill down reports (Site, transactions by site, ind, transaction)			
	1699	General	EA Sales Alert Enhancement - Hourly Sales Reports (See me on this)			
<i>Greg</i>						Fixed 7959, 1395, 7991
<i>Jennifer P</i>			Finalize inventory dss settings , Write definitions for enterprise settings & Cron jobs Verify enterprise setting			Fixed: Ent/Cron settings, 7991
<i>John McC</i>	5444	Jasons	Siva 5.0 Development			Fixed
<i>Ken</i>	7842	RUI	Change IK/Siva so you can use IK in the Kitchen but still have jone one printer behind bar			Fixed
	7843	RUI	Dual Cash Drawer at Kincaids is not working			
	6591	General	Customer Logo On Printed Check			
	7465	General	System to be sentinel configurable by picking hardware device from location/device list			
<i>Mike</i>	5444	Jasons	Siva 5.0 Development			Fixed
	7791	General	Build Optimization - Utilize MSI and RPM			
	7932	General	Upgrade Siva main (4.5.01) to Tomcat 5.5, Java 5, Jboss 4.0.3 SP1, MySQL 5.0			For Regression Testing
<i>Steve</i>	5444		Siva 5.0 Development			Fixed
<i>Syed</i>	7815	General	Printer Error Messages			Fixed 7983, 7913, 7993,
	7992	RUI	CC Tips not applied back to server when cashier closes check			
	7530	General	EOD			
	7982	General	Screen lockup when using a keyboard at the payment screen			
	6495	General	Chit printing			
<i>QA</i>	7909	LSF	SQL 2005 Certification			Fixed
	7954	Siva	Siva main full regression test			

Future Submissions

Customer & Short Description	Industry or Custom	Spec <small>(Owner's Name, Unassigned, NA or Done)</small>	Customer Date & Impact	SIVA Delivery Date	Customer Phase	Contract Value	Contract Close Probability	Comments
Darden								
General 3810 Auto combo recognition	I	done			enterprise rollout	\$1,000,000	executed	
Jason's								
Order Talk 6974 Phase II Synchronize	C	na			lab	\$300,000	executed	
Jersey Mike's								
General 5733 Enter Waste Counts from FOH via Touch Entry 6853 Screen Flashing 6787 Running Check Total Should Inc. Tax 7441 Log In Screen Button Configurations	C I I C	done na David done			26 store pilot 26 store pilot 26 store pilot 26 store pilot	\$450,000 \$450,000 \$450,000 \$450,000	75% 75% 75% 75%	
New Requests 7747 Menu Engineering Report 7748 Store Sales Report 7749 New Store Progress Report 7751 P&L Form Report	C C C C	David David David David			26 store pilot	\$450,000 \$450,000 \$450,000 \$450,000	75% 75% 75% 75%	David to provide more details David to provide more details David to provide more details David to provide more details
Legal Seafoods								
Certifications XXXX Emex Certification	C	Christine			lab 12/5; pilot late Feb	\$372,000	75%	
Luby's								
Phase II 4214 Manage Passwords with Active Directory	I	done			enterprise rollout	\$443,830	executed	
General XXXX Cash Management Enhancements 6702 Corporate Edits Phase I	C	done			enterprise rollout enterprise rollout	\$443,830 \$443,830	executed executed	
iSIVA Alerts XXXX Proof of Concept	C	na	On hold	Q1 2006	prospect	\$137,280	75%	
IntelliKitchen/POS² XXXX Proof of Concept	C	na	Pilot 12/12	done	prospect	\$5,000POC**Lub	100% POC 80% enterprise	
Pay at Table XXXX Proof of Concept	I	na				?		?
HR Forms 7511 HR Forms and authorization-based workflow	C	Christine			prospect	price not quoted	60%	
iSIVA								
Reports 7464 Place Holder Corporate Reports								
General 6125 Dashboard (listed in Retail DNA section too) 6633 New SIVA Portal 6613 Quick Tender from Order Entry Screen XXXX BOH UI Enhancements XXXX Existing Portal Enhancements 6976 FOH Total Reimage Based on Delivery GUI 6927 Apply Entire Graphic To A Page 7122 Licensing Tool 7977 PreAuth During Order Entry 7953 Inventory/Recipe Configuration	I	Ray Ray na na na Y						
P2 6625 Cash Control Tab Redesign 6580 FOH Deposit Changes Phase II 6794 List Checks Still Open & CC's Need Tips	I I I	done done na						Q2 Q2 Q2

Projects on Hold

Customer & Short Description	Spec (Y/N)	Description of Item	Customer Date & Impact	Customer Phase	Contract Value	Contract Close Probability	Comments
Ernex							
6197/7546 Gift Card Interface	C			partner	partner	na	
6198 Debit Card Support	C			partner	partner	na	
6199 Loyalty integration	C			partner	partner	na	
Fondi (RUI)							
P1							
7819 Create and Transfer Checks	I	check.new allowed user to create a new check no longer working need it back, server can add on but can't create, resurrect old Action.		Y		rollout 12/22	
7830 QSR: Add Second Prompt at End of Order	C	Require 2 prompts when finished (currently just prompts for name). Name & Phone#. Show both on Get Checks Screen		Y		rollout 12/22	
P2							
7832 Hold Entire Check for Designated Minutes	I	Holds entire check for designated minutes instead of just specific times		Y		rollout 12/22	
7833 Fire Check At Desired Time	I	Server enters time they want the check ready		Y		rollout 12/22	can look at putting in 2/10 release
7834 Define Average Cook Time	I	Define average cook time - could define this as certain minutes when Hold or Fire is entered; this is calculated in - hold for 10 fires in 7 minutes if average time is set to 3.		Y		rollout 12/22	can look at putting in 2/10 release
P3							
7825/27 Paid In/Tip Allocation Report	C	Paid in/Tip Allocation report Part 1 Columns across top [Paid in Employee] [Total Sales][Total Charge tips] [Total Paid in Tips] [Total Service Charge tips] [Total Tips] Includes report totals		Y		rollout 12/22	
7969 Payroll Export and Report	C	Paid in/Tip Allocation report Part 1 Columns across top [Paid in Employee] [Total Sales][Total Charge tips] [Total Paid in Tips] [Total Service Charge tips] [Total Tips] Includes report totals		Y		rollout 12/22	
7835 Create Check By Job	C	Add action for creating a check by job; if don't have create a check-still need to be able to transfer checks and add to their own check		Y		rollout 12/22	
RUI							
P2							
6289 Merchandise Report by Reference Number				3 store pilot	\$50,000/pilot	executed	
6301 CC batch report				3 store pilot	\$50,000/pilot	executed	
6532 Subtotal button				3 store pilot	\$50,000/pilot	executed	
6534 Keyboard on FOH				3 store pilot	\$50,000/pilot	executed	
6539 House Account Signature Line				3 store pilot	\$50,000/pilot	executed	
6540 Duplicate reference numbers				3 store pilot	\$50,000/pilot	executed	
6542 Contest manager				3 store pilot	\$50,000/pilot	executed	
6546 Split item before send				3 store pilot	\$50,000/pilot	executed	
6548 Different securities				3 store pilot	\$50,000/pilot	executed	
6550 2% of credit card tips				3 store pilot	\$50,000/pilot	executed	
6551 Reason list for time records				3 store pilot	\$50,000/pilot	executed	
6556 Meal period report				3 store pilot	\$50,000/pilot	executed	
P3							
6298 Placing Items on Screens				3 store pilot	\$50,000/pilot	executed	

Projects on Hold

6299	General FOH Enhancements				3 store pilot	\$50,000/pilot	executed	
6529	Default price				3 store pilot	\$50,000/pilot	executed	
6535	Moved item report				3 store pilot	\$50,000/pilot	executed	
6538	Restrict dining room				3 store pilot	\$50,000/pilot	executed	
6543	Local chit printing				3 store pilot	\$50,000/pilot	executed	
6544	Previous modifiers correction				3 store pilot	\$50,000/pilot	executed	
6545	Printer Re-directing				3 store pilot	\$50,000/pilot	executed	
6555	Discount on split				3 store pilot	\$50,000/pilot	executed	
6547	Training mode printing				3 store pilot	\$50,000/pilot	executed	
6553	Previous day receipt				3 store pilot	\$50,000/pilot	executed	
6688	Copy Feature on Menu Tab				3 store pilot	\$50,000/pilot	executed	
6691	Currency Format				3 store pilot	\$50,000/pilot	executed	
6692	FOH Reports assigned				3 store pilot	\$50,000/pilot	executed	
Microsoft								
Certifications								
6269	WEPOS certification – update install shield	na		na		discuss	partner	na
6270	Embedded XP certification	na		na		discuss	partner	na
Retail DNA								
General								
6121	Configurable Printed & Video Receipts	C			partner			
6123	QSR Tab/Field Name Changes FOH Refactor (6976)	C			partner	contract	\$500,000	
6125	Real Time Dashboard	C			partner	contract	\$500,000	
6130	Configurable Sales Calcs	C			partner	contract	\$500,000	
5589	RetailDNA API's	C		Date being set now	contract	\$500,000	executed	
5590	RetailDNA SQL Transfer	C		Date being set now	contract	\$500,000	executed	
6135	Great Plains Interface	C			partner	contract	\$500,000	Jasper
6128	Food-Trak Interface	C			partner	contract	\$500,000	Jasper
6129	ADP Interface	C			partner	contract	\$500,000	Jasper
Starbucks								
Express Ordering								
6841	Express Ordering	C		Ray	Lab Q4?	Q4?	prospect	pricing not quoted yet
Dynamic Brands								
XXXX	Accounting Interface	I	unassigned		Q4 or Q1	partner	na	na
Sun								
Placeholder								
XXXX	TBD	I				partner		

Product Office Post-Meeting Action Items	Owner	Due Date
Send Jim LSF's notes on web ahead seating	Christine	5-Jan
Work on concept docs for host seating and web ahead seating	Jim and Fred	15-Jan
Review Froots 2439 Scan Bar Codes Requirement	Christine, Ted, Dan & Jim	15-Jan
Contract required for Froots to proceed with 2439 Scan Bar Codes Requirement	Rick	30-Jan
Get signature this week:Froots 7790 Print Individual Chits	Rick	5-Jan
Get dates from Kent for Darden Labs & Pilots	Christine	6-Jan
Prepare SOW for LSF 7955 Chef Pricing	Dana	9-Jan
Prepare SOW for LSF 7959 Seat Counts	Dana	9-Jan
Add Pay at Table to Current Commitments for LSF	Christine	5-Jan
Change RUI 6296 Eatec to Industry/No Charge and finalize CRF	Christine	6-Jan
Finalize RUI 6799 CHRIS Export CRF	Christine	6-Jan
Finalize RUI 7968 Payroll Export CRF	Christine	13-Jan
Create screen mock ups and enhance Bugzilla description for RUI 7923 Capture and Show Name in TSR. Prepare CRF at No Charge (but show hours) .	Christine	9-Jan
Contract required from Villa. Will deliver Aspect when second store is paid for.	Rick	30-Jan
Schedule Meeting to review item modifiers and accessories	Christine	5-Jan
Portal due out of Development and QA by the end January	Dan	30-Jan
RUI has asked if the Portal could be used as a data repository for Micros data	Dan/Glenn	Q3 -Q4
Schedule meeting review video component of Portal with Jim	Dan	15-Jan