



**September 3, 2025**

To: HR Campus Partners  
 From: CASK, CHR & ITS  
 Re: UCR/Cask Weekly Project Update: Avanti, HRSD Phase 1

Dear Colleagues,

We are currently in week fifteen (15) of roughly twenty-three (23) for the first implementation phase of ServiceNow's HR Service Delivery in support of the Avanti Program at UC Riverside.

As it stands, we continue in a state of Yellow but our get-to-green plan has been updated to remediating current issues around the project timeline; specifically, that of User Acceptance Testing, Training, and Go-Live/Hypercare.

**Project Related Links:**

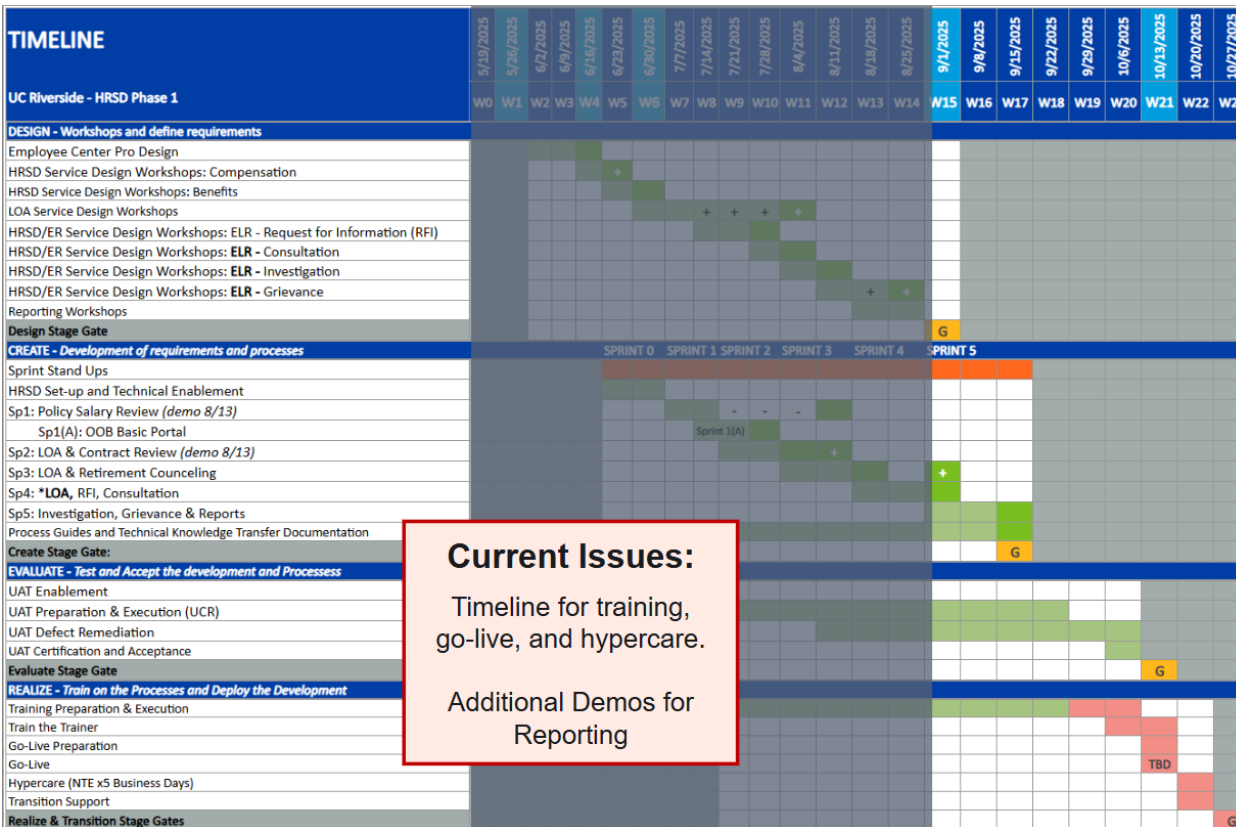
[Avanti Project Information](#)

**Sessions This Week**

**Labor Day Holiday, 9/1**

<b>SCRUM</b>	<b>Daily Stand-Ups</b>	What did you accomplish yesterday? What will you accomplish today? What's blocking you from completing either? Will all stories be completed within the timebox?	<b>Daily through development</b>
<b>SCRUM</b>	<b>Sprint 5 Planning/Refinement</b>	Review all available stories for the final sprint	<b>9/2 @ 9am PT</b>
<b>Program</b>	<b>ServiceNow Team Sync</b>	Weekly Sync on ServiceNow Project State, blockers, and next steps	<b>Tuesdays @ 9:15am PT</b>

<b>Program</b>	<b>HR Leave Admin</b>	A Session for the overall program leads to discuss current state	<b>Tuesdays @ 10am PT</b>
<b>ELR</b>	<b>Sprint 4 Demo RFI Consultation</b>	Review completed sprint development to verify story acceptance criteria has been achieved and functionality works as required	<b>9/3 @ 10am PT</b>
<b>ELR</b>	<b>Lifecycle Demo: LOA</b>	Review completed lifecycle for LOA to verify story acceptance criteria has been achieved and functionality works as required	<b>9/4 @ 10am PT</b>
<b>Program</b>	<b>ServiceNow Team Sync</b>	Weekly Sync on ServiceNow Project State, blockers, and next steps	<b>Thursdays @ 1pm PT</b>
<b>Program</b>	<b>CVDM Phase Gate Design</b>	End of the Design Phase of the engagement with formal concurrence by UCR that all requirements have been approved and locked for the remainder of the engagement.	<b>TBD</b>



If you have any questions or concerns, please do not hesitate to reach out to [hrpolicy@ucr.edu](mailto:hrpolicy@ucr.edu)

