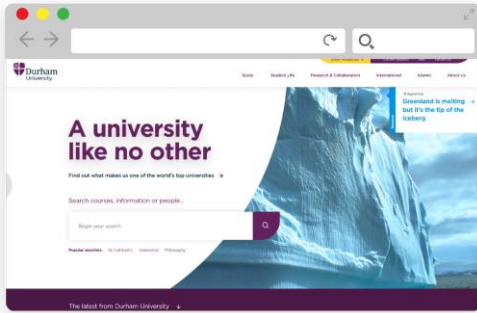


Creating an **outstanding** digital
experience to match our global
reputation and unique offering



What's involved?

Clearer governance and content management strategy



External Website and Interim Intranet

Project Manager
Steve Davison



Ecommerce, Event Management and Other Applications

Project Manager
Andrew Kearney



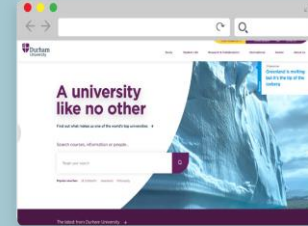
Communities Replacement (Webpace)

Project Manager
Alan Price

Today's Agenda

We will cover
the following....

- ❑ Overview of how we got here
- ❑ Introduce new Webspace platform
- ❑ Outline migration process
- ❑ Walkthrough key activities and next steps
- ❑ Question and Answers



Why **change**?

A decorative graphic on the left side of the slide features several yellow arrows of varying sizes and thicknesses pointing towards the right. The most prominent is a large, thick white arrow with a yellow glow effect, pointing directly at the text on the right. Other smaller yellow arrows are positioned above and below it, some following a similar path and others branching off.

Moving from
trailing edge to
leading edge

- ✗ No longer fit for purpose
- ✗ Out of support November 2020
- ✗ Better technology available
- ✗ Irrelevant and inaccurate content
- ✗ Improve risk management

How we got **here**?

Communities Replacement (Webpace)



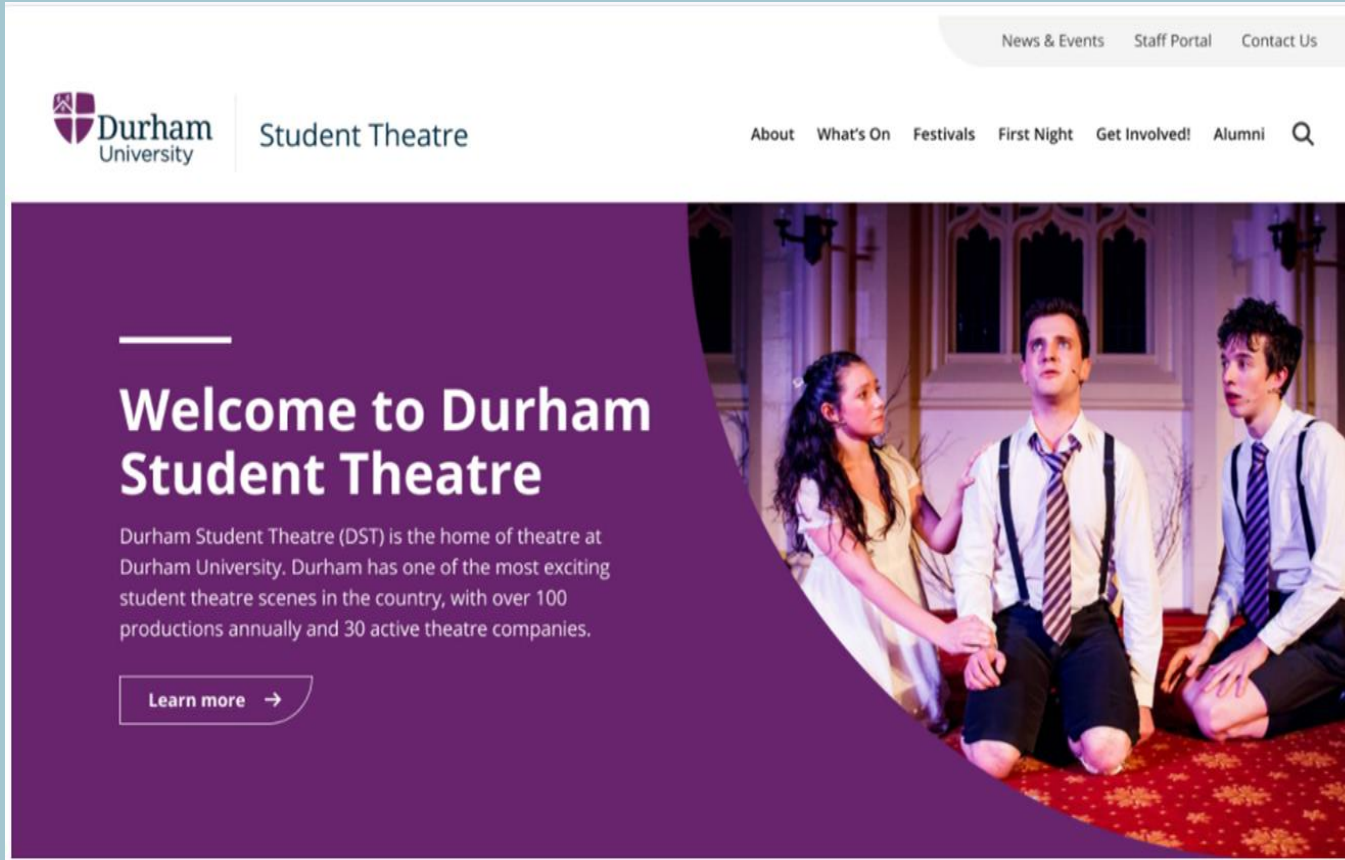
- ✓ Over 1600 university hosted sites reviewed
- ✓ 1200 now retired and deleted, leaving 400 to be resolved or moved to new platform
- ✓ Business case approved by UE end of July
- ✓ Modern Tribe to build and migrate new platform. Future hosting with WP Engine
- ✓ Work underway to review each site and prioritise / finalise migration
- ✓ Interim fix provides some contingency – can now focus on move to new platform

New **Web**space platform

- ✓ WordPress multi-site platform
- ✓ Most sites assigned to one of 5 pre-designed templates
- ✓ Choice of approved services to increase functionality and mitigate risk e.g. plugins
- ✓ Modern Tribe identifies sites requiring more tailored (non WordPress) solution – CIS develop options
- ✓ We will contact these owners Jan / Feb to discuss options in more detail and agree solution

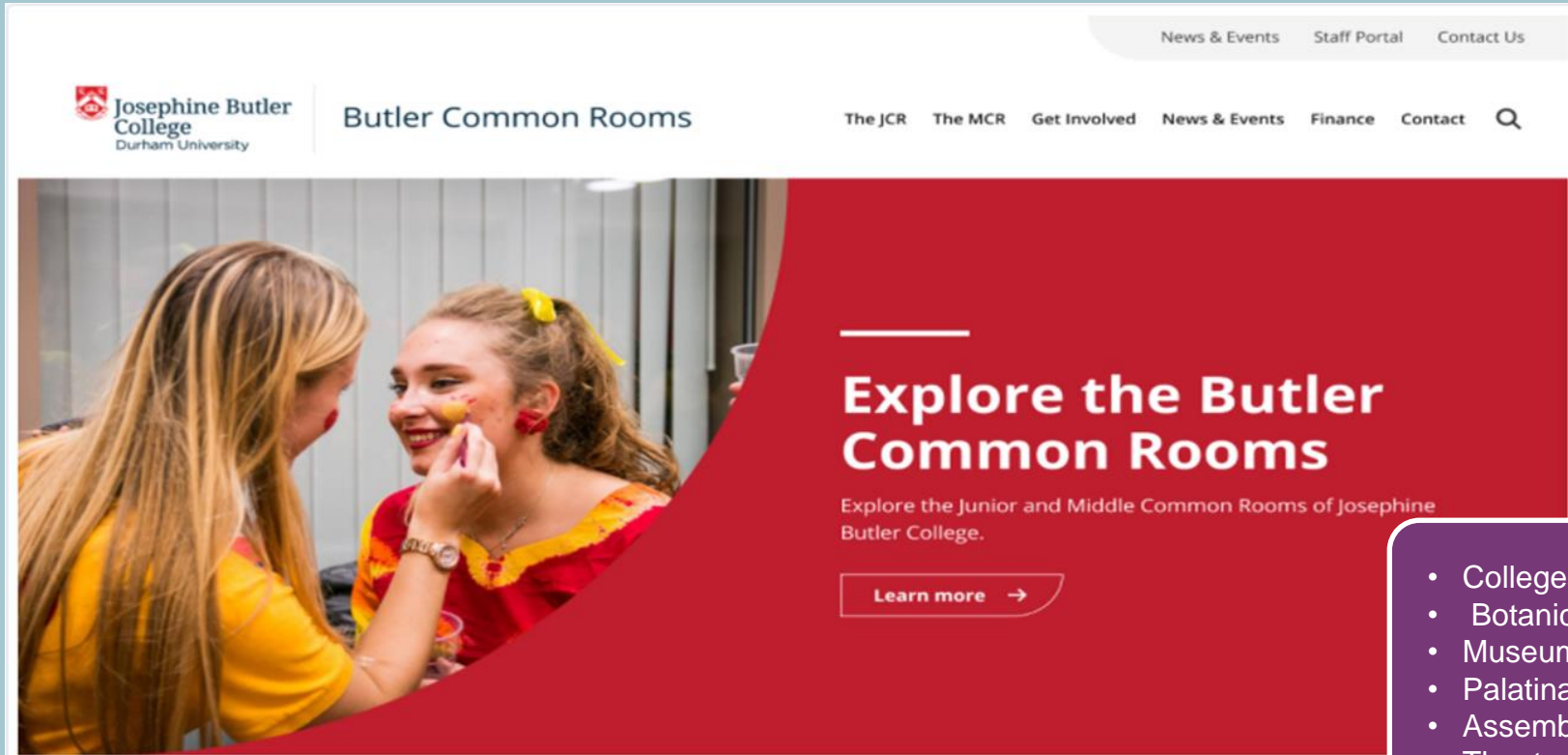


Template 1: Masterbrand



- Faculties
- Departments
- Durham Inspired Award
- Durham Student Theatre
- Music
- Durham Research Centres
- Research Institutes
- Schools
- Team Durham
- Volunteering
- Chancellor's Circle
- Dunelm Society
- Dunelm Circle
- 4schools / Collections / Outreach
- Musicon
- CDT (Centre for Doctoral Training)
- Event Durham
- Students (research TBC)

Template 2: Endorsed



- Colleges (incl. crest)
- Botanic Garden
- Museums
- Palatinates
- Assembly Rooms
- Theatre


Template 3: Co-Brand Lead



- Research Projects

Template 4: Co-Brand/Off Brand but Endorsed.


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We are a professional association of University teachers and researchers in all areas of Hispanic and Lusophone Studies in England, Ireland, Scotland and Wales.

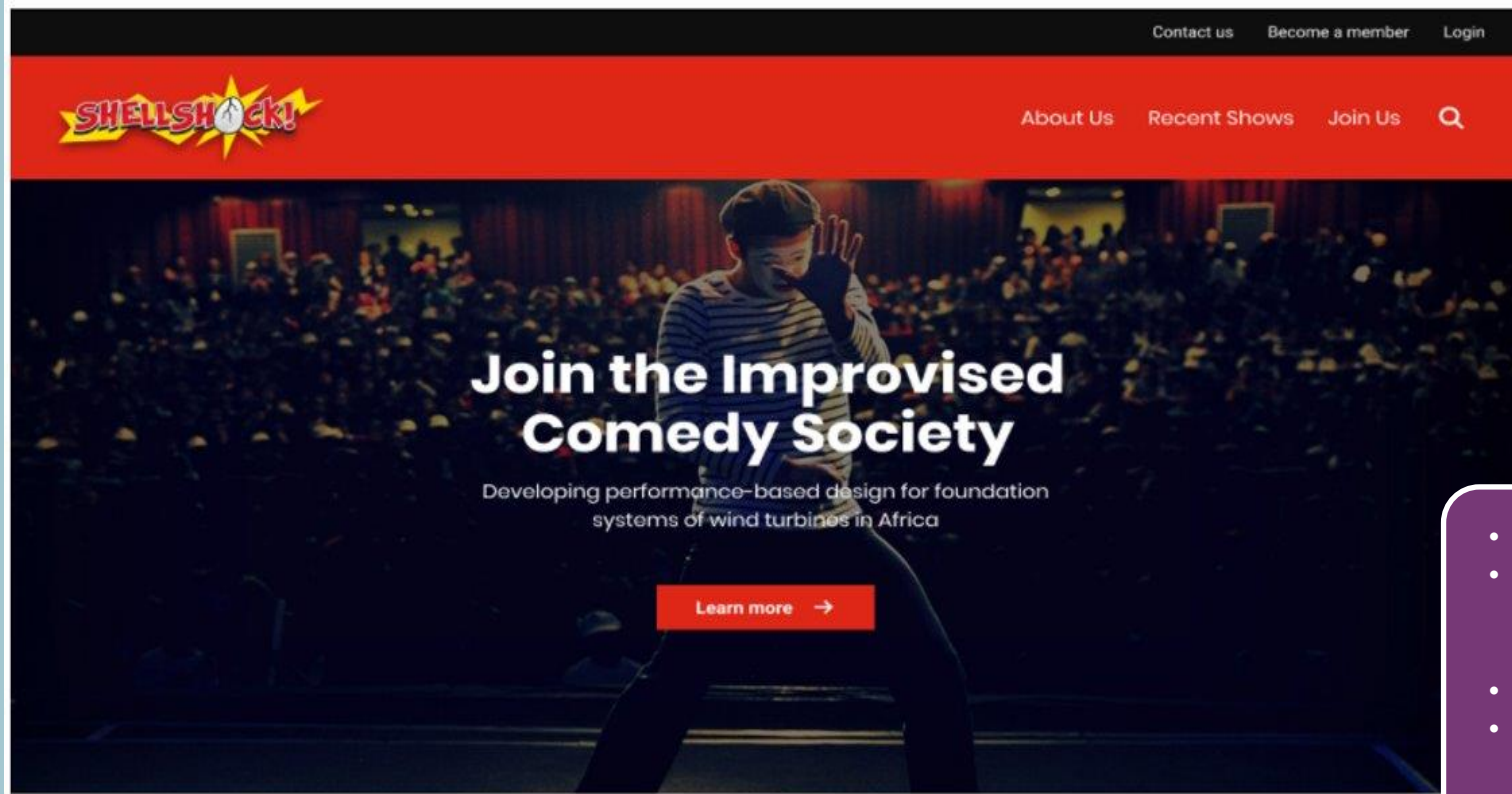


Off Brand - Endorsed

- Partnered research /projects / groups / collaborations
- Doctoral Training Centres
- Durham Residential Research Library
- E3B Research Collaboration

- Archaeological Services
- IBRU
- Study Group (not part of community)
- Friends of (museum volunteer and fundraising groups)

Template 5: Off Brand



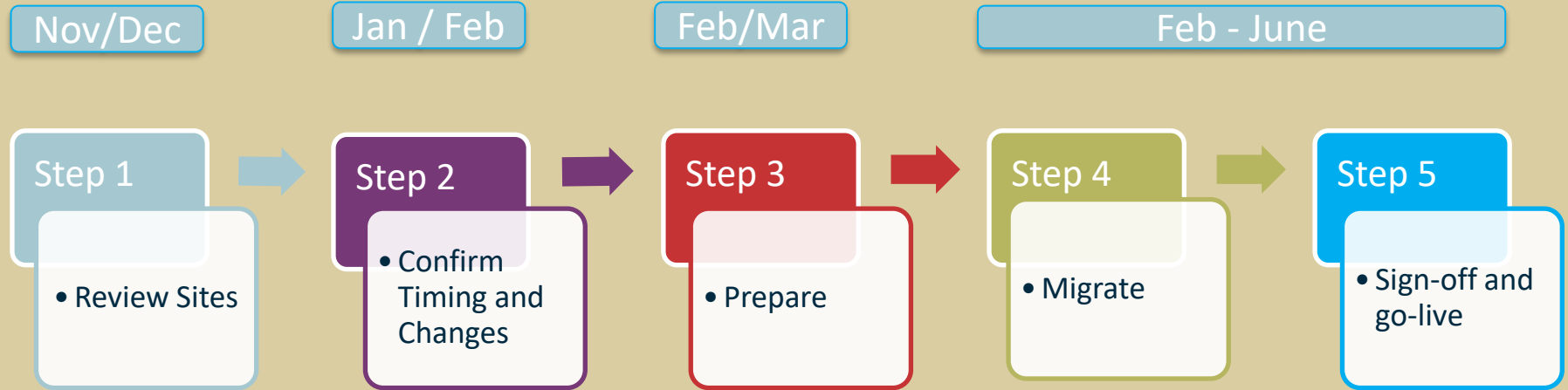
- Colleges
- Funded Durham University Pension Scheme
- Retail Catering
- Independently run, funded and organised student groups

File Types

Files stored on the new webspace include the following:

Images	Documents	Audio	Video
.jpg .jpeg .png .gif .ico .svg	.pdf (Portable Document Format; Adobe Acrobat) .doc, .docx (Microsoft Word Document) .ppt, .pptx, .pps, .ppsx (Microsoft PowerPoint Presentation) .odt (OpenDocument Text Document) .xls, .xlsx (Microsoft Excel Document) .psd (Adobe Photoshop Document)	.mp3 .m4a .ogg .wav	.mp4, .m4v (MPEG-4) .mov (QuickTime) .wmv (Windows Media Video) .avi .mpg .ogv (Ogg) .3gp (3GPP) .3g2 (3GPP2)

Webspace Migration **Process**



Migration Key Activities

Step 1

- Review sites

- Modern Tribe reviewing all sites to understand purpose, usage and functionality
- Each site assigned to one of five pre-designed templates or identified as needing tailored (non-WordPress) solution
- Sites will be “batched” together and prioritised – migration schedule finalised
- Behind the scenes MT developing the platform

Step 2

- Confirm Timing and Changes

- For most sites solution is Webspace - Wordpress multi site – platform
- MT identified 35 sites that will not move to WordPress and 30ish where functionality may differ - owners contacted to clarify if loss of functionality is problem
- CIS to explore options for non WP sites – we will discuss these with owners
- Non WP sites developed by CIS in parallel – PII review some changes may be required
- PII review underway – owners contacted where changes required

Migration Key Activities

Step 3

- Prepare

- Preparation calls set up 4 weeks before site due to move
- Activities will include cleaning user lists, moving files, checking links, testing
- Some additional housekeeping for current WordPress sites – BA to confirm
- Change freeze on new functionality. Opportunity to review content but optional!

Step 4

- Migrate

- Migration (week 0 – 4) due to start mid February with Batch 1 Preparation calls
- Timeframe will vary due to size and complexity – assume 1 - 8 weeks (week 5 – 12)
- Continued access to existing site continues throughout migration – owners have complete control of site as soon as they have migrated
- MT does the “heavy lifting” to move sites – but if you wish to move you can

Step 5

- Sign-off
and go-live

- Owners review and sign off content / site before go-live

Governance Principles

Improved governance is key to maintaining digital experience, ensuring quality standards and mitigating risks



- ✓ Clear and consistent Webpace architecture, Content Mgt Strategy and quality standards
- ✓ Improved IT security / data management and controls to manage risk
- ✓ Reduced number of site owners – better supported
- ✓ Clear service management framework and workflows for adding, deleting and changing sites
- ✓ Greater accountability and visibility for University leaders of Webpace sites
- ✓ Greater transparency and governance for sites on non DU platforms

Next Steps

We'll be with you every step of the way

- ✓ Dedicated team to work with you – we will contact you 4 weeks before your site migrates to carry out Preparation Teams Call and confirm detailed approach and actions
- ✓ Owners of sites requiring more tailored solution will be contacted Jan / Feb to discuss options
- ✓ Modern Tribe will do “heavy lifting” to set up and move sites - owners will review, test and sign off new template / site before go-live
- ✓ Regular communication and engagement throughout
- ✓ Online support materials will be available to help owners / users during migration – owners will need to share links to materials with end users where required
- ✓ Web governance will be endorsed by UE and shared as part of migration



Question and Answers

For more information please visit:
sites.durham.ac.uk/webproject