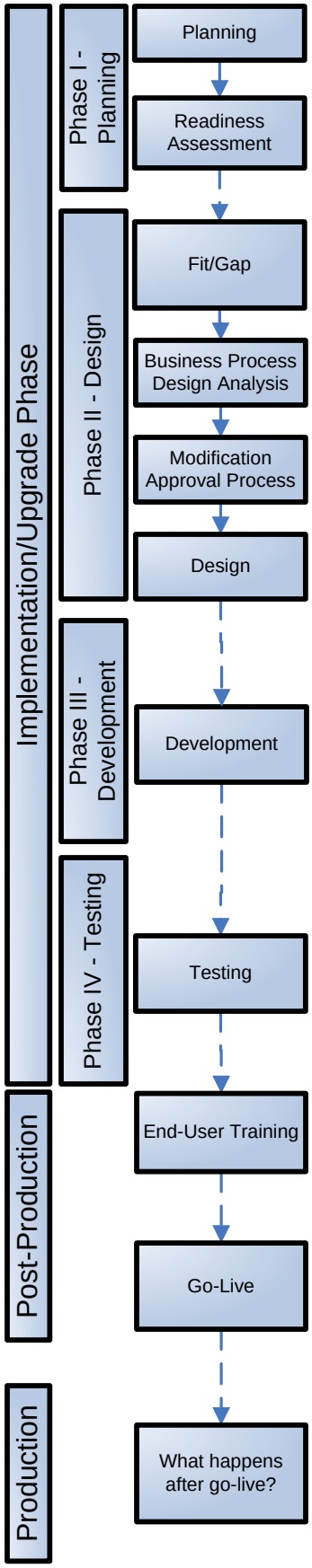
CMS Project Structure

A Roadmap to a Successful CMS Implementation



A fair gauge of CSU Fullerton's commitment to the CMS project and its level of thoroughness, preparation, planning, and understanding of what is about to undertake.

Sessions are held with various members of the campus community where their objective is to understand the business process, identify potential problems ("gap") and find a solution that fits the identified gaps. Fit/Gap analyses are performed before any solution is recommended or any application demonstrated.

Business Analysts develop document describing proposed business process change.

Modifications (customizing delivered CMS baseline) goes through the approval process.

Technical Team modifies delivered baseline to fit modifications.

Fit/gap solutions have been identified and remapped to the business process. Required data elements are entered in CMS either by manual data entry or from file conversion from the legacy system.

Module Work Team and User Work Team Members begin testing CMS prior to go-live parallel with the legacy system in an effort to work out any "bugs" that may still exist after fit/gap modifications.

Provides essential just-in-time training to staff and faculty prior or immediately after go-live.

CMS is "turned on" and available for all staff and faculty employees requesting CMS access through the Faculty/Staff portal. The legacy system will no longer be used by departments.

Ongoing training sessions will be offered to employees who did not receive CMS training prior to go-live and for the employees who would like a refresher course.

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