



UniDoc project communication overview

January 2013

Where is the project up to?

In December 2012, during the first phase of the UniDoc Project (the Policy Application) the vendor encountered a significant issue within the configuration of the software. After a comprehensive investigation of the issue, the decision was taken by the CIO ITS to delay a capability demonstration scheduled for 21 December.

Whats happening next?

As a result of the delays incurred due to the vendor software issues, the project team is working closely with our implementation partner, Oracle Australia, to develop a project schedule which will facilitate the timely delivery of the Policy Application and successfully position the project to deliver the UniDoc to the Desktop capability by December 2013. Once all planning activities have been completed, further details will be available. Updates will include indicative training dates, documentation conversion activities, system testing and system launch.

Right now, there is nothing that you need to do to prepare for the UniDoc project. We will let you know in advance when changes occur that will affect day-to-day management of documents.

Overview of project

The ANU Enterprise Environment does not utilise a centralised information repository that is aligned with the information management recommendations of the National Archives of Australia. This has resulted in inefficiencies in the electronic management of University records, an inability to efficiently search for electronic documents and decreased compliance with relevant information management legislative requirements. The UniDoc project will address these issues by providing a centralised information management environment that will improve information management efficiency, improve the end user document search capability and reduce corporate risk through greater compliance with relevant legislative requirements. The UniDoc project also aligns with the Commonwealth government's Digital Transition Policy which aims to adopt digital record keeping for efficiency purposes, with the majority of records created, stored and managed digitally in the future.

Communication channels

(at varying times throughout project):

- > Project webpages
- > Face-to-face meetings, including CIO Quarterly updates
- > Information Technology Services website feature box
- > Current student and/or staff website feature box
- > The Link ITS/Library newsletter — May and November editions
- > ANU Billboard
- > ANU Library Infoscreens
- > ANU student residence Infoscreens
- > ISIS login screen message
- > Wattle login page
- > A3 posters
- > A5 flyers
- > ANU and Library Facebook, Yammer and Twitter

Further information

The most up-to-date details on the UniDoc project are on the project webpages: itservices.anu.edu.au/project-updates

Project liaison: Dominy Evans, Shane Geisler and Samantha Gilbert

Communication support and artwork: Cathie Gough and Nic Welbourn