

MYEMMA CORPORATE IMPLEMENTATION FOR STUDENT AFFAIRS

SUPERVISOR: BRIAN FRAZIER

MAYA HOFFSTADT & BAHAR AHUJA

UNIT: STUDENT INFORMATION SERVICES

SUMMER 2024 PROJECT INITIATION PLANNING PHASE

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FALL 2024

- ANALYSIS OF CURRENT USAGE
- EXPLORATION OF OPTIONS

WINTER 2025

- ANALYSIS OF USAGE FOR CORPORATE ACCOUNT

SPRING 2025

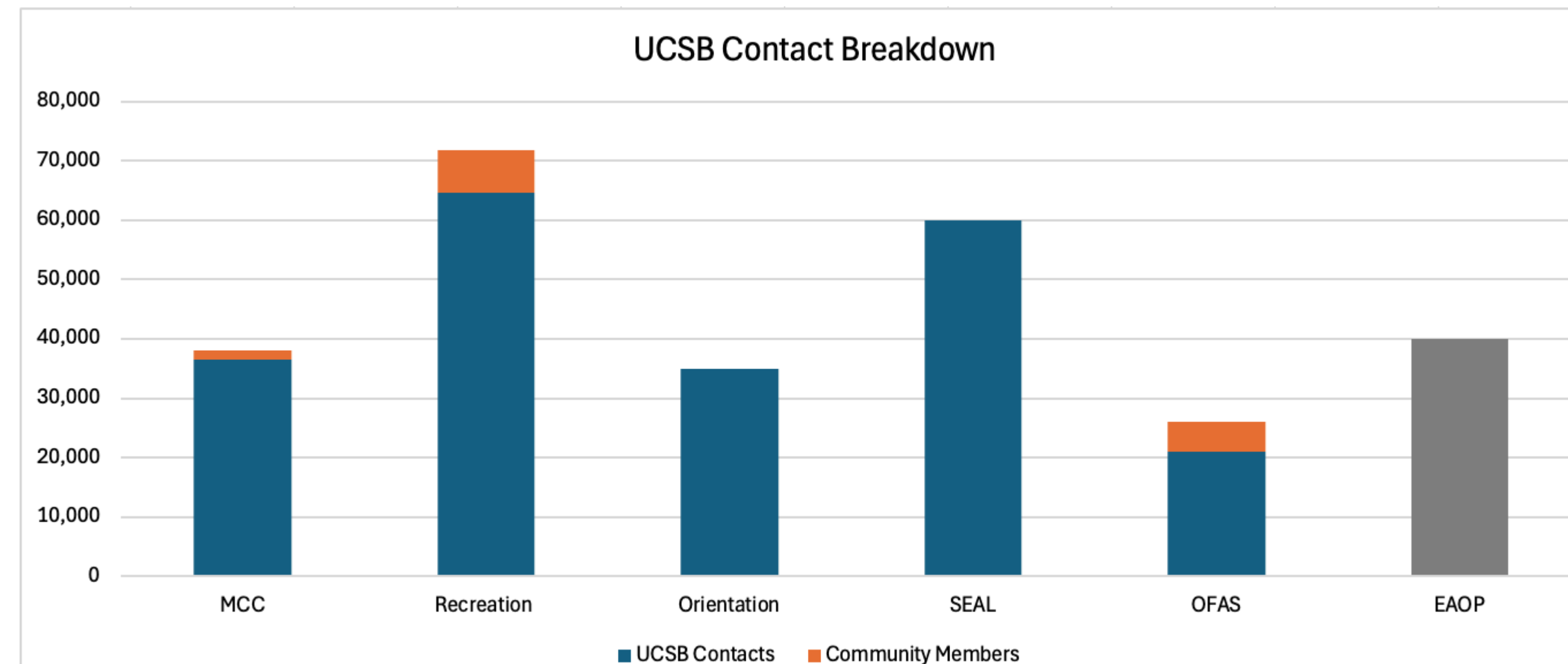
- PREPARING DEPARTMENTS FOR TRANSITION

SUMMER 2025

- PROJECT GO LIVE
- PROJECT CLOSURE

PROBLEM:

- MULTIPLE INSTANCES (6) INDIVIDUALLY CONTRACTED AND INVOICED
- INCONSISTENCIES IN USAGE BETWEEN DEPARTMENTS
- HIGH COST PER DEPARTMENT
- LIMITED COORDINATION FOR HOW OFTEN DIFFERENT DEPARTMENTS SEND BULK EMAIL COMMUNICATIONS



SCOPE:

- ALL SA DEPARTMENTS USING MYEMMA
- POSSIBLE FUTURE DEPARTMENT ADDITIONS
- JOINING OF SA DEPARTMENT INSTANCES INTO CAMPUS CORPORATE INSTANCE
- TRAINING AND ONBOARDING PROCESS

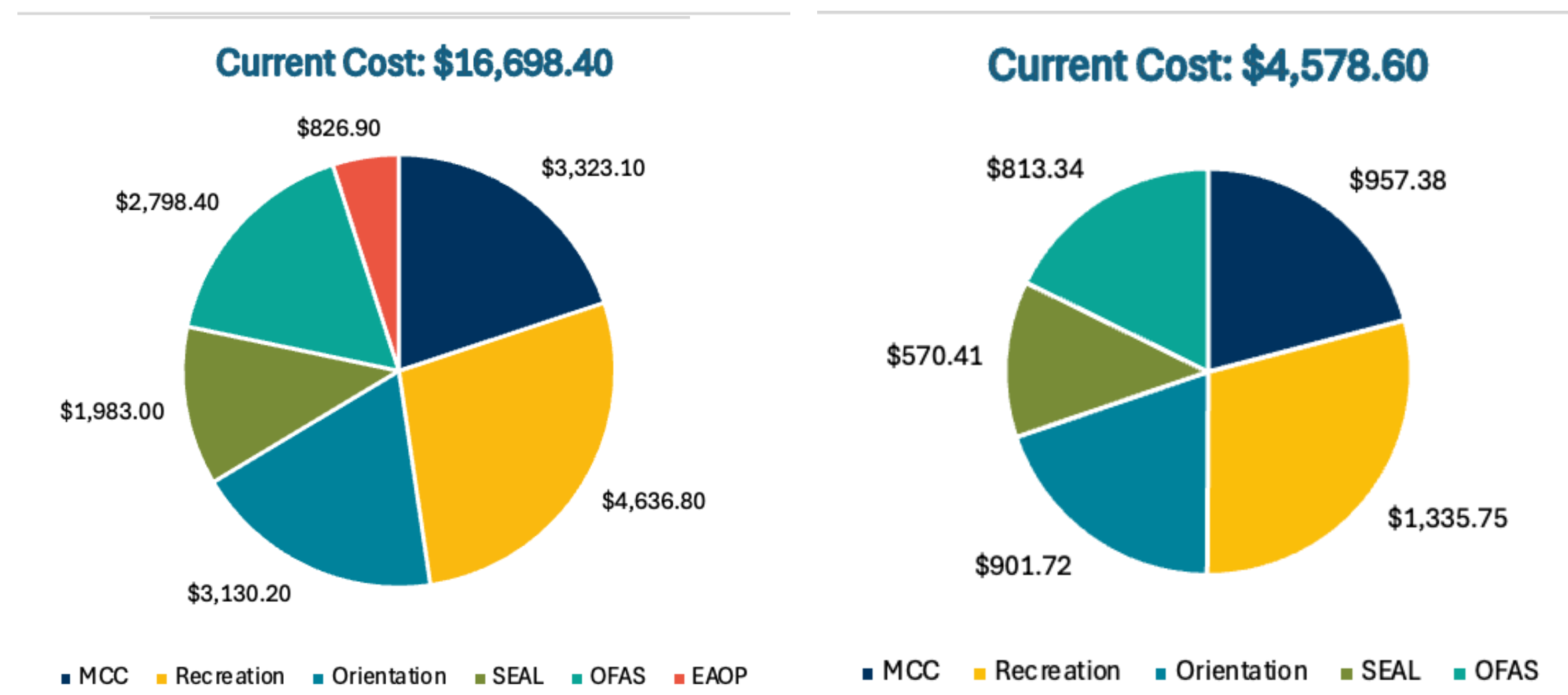
EXPECTED OUTCOMES:

- MORE INTENTIONAL OUTREACH TO STUDENTS
- INCREASED OPPORTUNITY FOR OTHER SA DEPARTMENTS
- INCREASED COMMUNICATION BETWEEN DEPARTMENTS
- OVERALL COST SAVINGS FOR UCSB

TAKE AWAYS/SKILLS:

- PROJECT MANAGEMENT
- SMARTSHEET, QUALTRICS, POWERBI
- VENDOR MANAGEMENT
- JIRA, CONFLUENCE
- STAKEHOLDER ENGAGEMENT
- PUBLIC SPEAKING, LEADERSHIP

SAVINGS:



PROJECT MANAGEMENT:



Type	Title	Status	Assigned To
Project	MyEMMA Corporate Instance Implementation	In Progress	Brian L. Frazier
Area of Work	Initial Project	Complete	Bahaar Ahuja, Maya Hoffstadt
Milestone	Initiate Project Complete	Complete	Brian L. Frazier
Area of Work	Plan Initial Project	Complete	Bahaar Ahuja, Maya Hoffstadt
Milestone	Plan Project Complete	Complete	Brian L. Frazier
Area of Work	Develop Project Communication Plan	Complete	Bahaar Ahuja, Maya Hoffstadt
Milestone	Develop Project Communication Plan Complete	Complete	Bahaar Ahuja, Maya Hoffstadt
Area of Work	Execute Project: Discovery Phase	Complete	Bahaar Ahuja, Maya Hoffstadt
Objective	Phase Gate Decision I	Complete	Bahaar Ahuja, Maya Hoffstadt