Aim for the Stars

Maximizing Migration through Strategic Partnerships
Hilda Myer-Post
Onboarding Consultant
Email

Brandon Price
Adoption Consultant
Email
RISING STARS:

are actively implementing or have recently completed implementation

have already shown they’re on a unique and promising path to sustainable success

conducted implementation with a structured and systematic approach, establishing strategies for all involved campus partners
Donovan Nichols
Assistant Dean for Student Involvement & Leadership
The University of Toledo

Caitlin Spika
Events Coordinator
The University of Toledo

Davlon Miller
Assistant Director of Career Development
The University of Toledo

Cameron Pendergraph
Facilities and Special Events Coordinator for the Office of Recreational Services
The University of Toledo
Attendees will be able to...

• Identify their migration stakeholders on campus
• Explore a communication plan for their stakeholders
• Apply at least one of the discussed migration best practices
Engage Migration at The University of Toledo
Agenda

• Discuss the different types of strategic partners
• Provide a brief overview of our migration timeline
• Explore what we did to tackle our migration like a "star"
• Hear from two of our campus partners
invonet.utoledo.edu

or

invonet.utoledo.edu
Strategic Partners

- Steering Team
- Migration Team
- Advocates
- Early Adopters
- Reviewers
- Word of Mouth Adopters
Our Timeline to Migration

• 1 Year – Begin the conversation with Campus Labs
• 8 months – Build your migration team and begin conversations
• 7 months – Continue migration conversations (e.g., IT)
• 2-3 months – Engage administrator trainings and plan your system
• 1 month – Email students and partners migration timeline
We are excited to announce that OrgSync will be upgrading during Summer 2018 to the Involvement Network (InvoNet). InvoNet will be UT’s branded version of Engage, a Campus Labs® software platform for tracking student involvement, events, and activities.

Highlights include:

• User-friendly navigation
• Mobile event attendance tracking
• Service hours tracking
• Easy profile updates
• Mobile app to search for events and organizations (CORQ)

TIMELINE and CHECKLIST

Now through April 30 (in OrgSync):

• Submit all summer and fall 2018 events
• Download a copy of your organization’s constitution
• Update profile and positions (if not already done for 2018-2019)
• Delete unneeded forms and files from organization portal

May 1: All profile updates, registrations, and events must be submitted in OrgSync

May: OrgSync and InvoNet are both offline

June: InvoNet training begins. Student organizations will be required to have at least one member of their leadership team (i.e. executive board) attend training before their organization can do the following:

• Gain access to the organization page
• Be visible on InvoNet
• Submit new events (includes reserving space) and edit previously submitted events
Tips for Communicating about Migration

• Highlight new features
• To do list before migration
• Identify the no access time
• Provide training timeline
• Identify Organization registration deadline
Our Timeline after Migration

• **1st month** – Migrate information into Engage
  • System offline to users (e.g., month of May)
  • Train early adopters and get them in the system (e.g., Vegas VIP treatment)

• **2nd month** – Reveal new system and start student leader trainings
  • Promote during orientations ("Coming soon!")
  • Check-in with partners

• **3rd month** – Promote to students
  • E.g., Corq app, mobile site, and website
  • Utilize Check-in at all events / Use promotions (e.g. check-in to win)
Tips & Tricks

Our Best Practices
Create a Partnership Plan

• Build buy-in from the beginning
• Plan well in advance
• Meet with all who could be involved
• Plan to not let people give up
• Think creatively
How to Build a Strong Partnership

• Start with the partner’s why and how Engage will meet their needs
• Explain how this benefits students
• Provide clear and honest communication
• Demonstrate and ensure support
  • Don’t just tell partners; show them
  • Give them what they need when they need it
  • Create resources to make it easier for them
Show Potential Partners the Check-in Data

- Before the Event Check-in App:
  - Head Count: 500-700 students

- Using the Event Check-in App:
Utilize Your Advocates

• Have advocates use Engage
  • Corq at events (e.g., Division of Student Affairs retreat and meetings)
  • Forms (e.g. ordering staff polos)
• Ask advocates to require the use of the system
  • E.g., all Division events must be put in Engage
• Show your advocate’s Admin Assistant how to use Engage
  • E.g., create a page for the Division events and rosters
Building Student-Buy-in

Students will use Engage... if they have to use Engage.

- All forms
- Event Check-in App
- Applications

“If you build it... they will come.”
Student Partners

• Event Check-in – E.g., Programming Board, residence hall events, Leadership Conference

• Elections – E.g., Student Government, Homecoming

• Applications – E.g., major student orgs, honor societies

• Liability Waivers – E.g., Big Event

• Forms – E.g., Greek Life, Student Involvement

• Service Tracking – E.g., service organizations, fraternities and sororities
Thank Your Partners

• Give them swag

• Write personal thank you notes

• Give credit where credit is due

• Take your migration team to the Campus Labs Connect conference
Event Submission Process

• To reserve most spaces on campus for meetings and events
• Assess risk
• Centralized location to discuss event details
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Campus Labs Event Check-in App

Check in for this event with your phone!

1. Download
2. Select
3. Scan
Partner’s Perspective

Office of Recreational Services
Office of Recreational Services on InvoNet

• Why InvoNet works for UTREC
• Separation of Requests
• Obstacles related to UTREC
• Effective exchange of information related to requests
Specific Questions for Your Area

Recreational Services (Cameron)

Email Address for where Rec Services should send contracts to:

swimming@utoledo.edu

Event Set-up Time

7:30

Event Exit Time (Clean-up has ended and all attendees and organizers have left.)

8:30

Preferred Location

SRC - Pool

Facility Space Requested (Select all that apply.)

- Lap Lane

If lap lanes are requested, how many lanes are needed for your event?

5

Please check the set-up needs for your event.

- None

Equipment Needed

- None

Do you need specific sports equipment for your event?

- Yes (describe equipment needs below) - fins, kick boards, pull buoys
InvoNet has Multiple Uses at UTREC
Partner’s Perspective

Career Services
Who is UT Career Services?

- A relatively new office
  - Capacity
  - Campus Outreach
- Hybrid model
- Active campus office with multiple events
  - Career Fairs
  - Career/ professional development events
  - Classroom presentations and workshops
What We Needed:

• Baseline of our reach across the University and the 11 academic colleges
• Easy data collection and check-in process
• A way to access student demographic data
  • Classroom presentations
  • Events
Why We Decide to Use Engage:

• Central location for attendance data
• Easy access to student demographic data
• Universal check-in (events and in class workshops)
Who Assisted:

- Office of Student Involvement and Leadership
  - Information sessions and emails
  - Trainings

- Career Services Graduate Assistant
  - Assisted in creating procedures and workflows
  - Orchestrates data collection and reporting from Invonet
The Benefit:

- Central attendance collection
- Rich data with multiple demographics
- Faster reporting
- Telling our story in support of future strategic planning and initiatives
- Being a part of the campus community
Wrapping Up
Migration Strategy Considerations

- Institution Size & Type
- Current Usage
- Timeline Opportunities
- Institution Strategic Plan
Questions?
Thank You!

Hilda Myer-Post
Onboarding Consultant
hmyer-post@campuslabs.com

Brandon Price
Adoption Consultant
bprice@campuslabs.com