Web Content Migration Overview

University Relations and Marketing, Bowie State University - 2018
We're Moving to a New CMS

We will be moving our current website from the BigTree CMS to more robust CMS, OUCampus.
Web Content Migration

Over the next few months the web developers are building our new website on the new CMS. Once it's built, they will migrate (move) the content of our current website to the new CMS.
Web Content Migration

As web editors you are NOT responsible for moving your content (text, images, and documents) to the new CMS. But we do need your help with recommendations for cleaning up the content of the sections you manage.
Preparation

You'll need to decide how to handle existing content:

• Text
• Photos
• Documents (PDFs and Word documents)
• Links to external sites
• Images containing text
Evaluate Your Web Section

- What pages should move to the new website?
- Outdated content—updated or archived?
- Do any pages need to be rewritten?
- Linked documents— replaced or archived?
- Do any of your linked documents that contain important information that should be turned into web pages?
- Side navigation — is it too long or disorganized?
Migration is Like Moving to a New House

If you were moving to a new home, would you box everything...

• Clothes you never wear any longer
• Appliances that your new home already has
• Furniture that won’t fit in your new home
• Furniture arrangements that don't make sense any more
Evaluating Content

- We’ll give you a list of all the pages in your section
- Take a look at each page in your section on the website
Making Recommendations: Pages

**Keep:** Page that should be migrated without changes

**Revise:** Page that needs updating before we migrate it

**Merge:** Page whose content can be combined with other pages

**Relocate:** Page that should be moved to a different location on the site

**Archive:** What pages should not be migrated at all

**New:** Content that doesn’t exist as a page

**Keep (Hidden):** Ignore this option, it’s internal to URM
Recommendations: Links & Documents

Check links: Are there broken links? (If so, report them; don’t remove them.)

Linked documents: Are there links to old documents (PDFs, etc.)?
• Should those documents be removed, revised or replaced?
  Provide us with replacement (don’t replace them yourself)
• Decide if any PDFs or other documents can be made into web pages
Recommendations: Images

Images: Are there any old images? (If so, report them; don’t remove them.)

Images that contain text: (such as fliers) If an image contains text, that text should be written out on the page. Important for accessibility.

Alt text: All images need alt text descriptions in the back end.

Slide Shows: Provide us with the URLs of pages that have slide shows
Recommendations: Modules & Forms

Modules: Do you have graphics/sliders that need to be updated and/or migrated as is? Provide URM with the URLs.

Forms: Do you have forms that need to be updated and/or migrated as is? Provide URM with the URLs.

Faculty & Staff: Provide URM with the URL

Events: Provide URM with the URL
Report Your Findings

• Using the spreadsheet provided, indicate your findings for each page in your section
• Send the spreadsheet to URM so we can facilitate the migration
### Examples

A spreadsheet showing the pages in the History and Government web section

<table>
<thead>
<tr>
<th>Key</th>
<th>URL</th>
<th>Title</th>
<th>Action (Keep, Revise, Merge, Relocate, Archive, New, Keep (Hidden))</th>
</tr>
</thead>
<tbody>
<tr>
<td>845</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>History and Government</td>
<td></td>
</tr>
<tr>
<td>846</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Admission to Teacher Education</td>
<td></td>
</tr>
<tr>
<td>847</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Associations/Clubs &amp; Conferences</td>
<td></td>
</tr>
<tr>
<td>848</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Black History Month Event</td>
<td></td>
</tr>
<tr>
<td>849</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Career and Jobs</td>
<td></td>
</tr>
<tr>
<td>850</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Comprehensive Examinations &amp;</td>
<td></td>
</tr>
<tr>
<td>851</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Course Descriptions</td>
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</tr>
<tr>
<td>852</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Course Distribution</td>
<td></td>
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<tr>
<td>853</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Syllabi for Courses</td>
<td></td>
</tr>
<tr>
<td>854</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Courses</td>
<td></td>
</tr>
<tr>
<td>855</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Degree Programs</td>
<td></td>
</tr>
<tr>
<td>856</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Distance Education and Learning</td>
<td></td>
</tr>
<tr>
<td>857</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Events and Galleries</td>
<td></td>
</tr>
<tr>
<td>858</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Faculty and Staff</td>
<td></td>
</tr>
<tr>
<td>859</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Mission, Goals, and Awards</td>
<td></td>
</tr>
<tr>
<td>860</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Programs for Non-Majors</td>
<td></td>
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<tr>
<td>861</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Publications</td>
<td></td>
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<td>862</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Requirements for Graduation</td>
<td></td>
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<tr>
<td>863</td>
<td>bowiestate.edu/academics-research/colleges/college-arts-sciences/departments/history-and-gover</td>
<td>Student Handbook</td>
<td></td>
</tr>
</tbody>
</table>
Examples

The landing page – too long: can we break into separate pages?
Examples

The navigation – too long: can these be combined or nested?

History and Government

Mission, Goals, and Awards
Degree Programs
Programs for Non-Majors
Requirements for Graduation
Courses
Faculty and Staff
Distance Education and Learning
Course Distribution
Course Descriptions
Course Syllabi
Career and Jobs
Comprehensive Examinations & Senior Exit Interview
Associations/Clubs & Conferences
Humanities and Technology Review
Admission to Teacher Education
Publications
Student Handbook
Black History Month Event Funding Request
Events and Galleries

History and Government

When you study and major in History and Government at Bowie State University, with concentration in either history or government, you will have the opportunity to experience the responsibilities and rewards of combining theory with practice that will prepare students for leadership positions in the public or private sector. This combination of learning and personal challenge enables graduates to face the demands of the twenty-first century with confidence.

The Bowie State University History & Government Department offers an interdisciplinary degree program in history and government with concentrations in History, History Education (Social Studies), and Government with minors in multiple fields. The program aims to provide students with a broad understanding of the complex historical, social, economic, and political forces within society, and it seeks to promote students’ critical thinking skills. Students who choose either history or the government sequence may pursue either a B.A. or B.S. degree. Students who choose the history education (social studies) program must pursue a B.S. degree. To receive a B.A. or B.S. in History and Government, the student must complete 120 semester hours. To receive a B.S. in History and Government with a history education (social studies) concentration, the student must complete 128/129 semester hours. Each minor program has its required number of credit hours (as indicated below).

Degree Options: (include concentrations)

B.A./B.S. – History and Government
- Government
Examples

Compare this to the Technology and Security department navigation

Department of Technology & Security

Merge theory and practical application to prepare for a career in the technology field.

At Bowie State, our industry-driven curriculum is constantly evolving to meet the demands for a highly skilled 21st century technology workforce. Our students gain a firm understanding of technology systems in addition to programming. Guided by expert faculty, they tackle real-world challenges in areas like cybersecurity, networking and software development. Intensive hands-on experience in the classroom and in the laboratory equip our students with the core technological skills they need to succeed after graduation.

Other Departments
Choose a Department

Program of Study
Examples

The faculty and staff list – is this up to date?

Faculty and Staff

Chairman: Dr. Diarra Osei Robertson - Associate Professor of Government
Program Administrative Specialist: Ms. Betty A. Carrico

Professors

Dr. Mario D. Fenyo, Ph.D.
Professor — Department of History & Government
Coordinator of History Program
Martin Luther King Jr. Communication Arts Center Rm. 0219
301-860-3607
mfenyo@bowiestate.edu

Dr. Weldon Jackson
Professor — Department of History & Government
Martin Luther King Building, Room 0209
(301) 860-3606
wjackson@bowiestate.edu

Dr. William B. Lewis, Ph.D.
Professor — Department of History & Government
Coordinator of Government Program
Martin Luther King Jr. Communication Arts Center Rm. 0202
301-860-3602
wlewis@bowiestate.edu

Dr. M. Sammye Miller, Ph.D.
Professor — Department of History & Government
Martin Luther King Jr. Communication Arts Center Rm. 249
301-860-3600
smiller@bowiestate.edu
Examples

The Mission, Goals, and Awards page – link to nothing at the bottom

Mission, Goals, and Awards

The History and Government Department contributes to Bowie State University’s major mission as a regional comprehensive liberal arts university. It provides an atmosphere that promotes intellectual development, scholarship, and critical thinking for its diverse group of students. Students who major in history and government have the opportunity to experience the responsibilities and rewards of leadership. This combination of learning and personal challenge enables the graduates to face the demands of an ever-changing world in the 21st century with confidence and authority.

Academic Goals

Consonant with Bowie State University’s mission as an institution of higher learning committed to a tradition of free inquiry, the goals of the department are:

1. To foster an atmosphere conducive to the fruitful exchange of ideas among students and faculty.
2. To train students proficiently in content and methodology in the departmental concentrations of their choice.
3. To provide opportunities for critical study which will build marketable skills in a variety of fields.
4. To give students in the concentrations a level of training which will enable them to succeed in graduate studies, professional schools, and careers in academia, government, and business.

CLICK HERE TO WATCH OUR VIDEO
Examples

Images that contain text

ATOD Loves Football

ATOD Loves Football
Examples

Images that contain text

Campus Initiatives

The Campus Activities Board is responsible for Student Government Association events regardless of branch origin.

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Image of a flyer for an event titled "Back to the Future Bulldog Ball".

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Image of a woman wearing a crown and a sign that says "Vote Sheila Matthews".
Questions?

Contact Us

• Morgan Gilpatrick > mgilpatrick@bowiestate.edu
• Andre Cutair > acutair@bowiestate.edu

bowiestate.edu/migration