**YM Learning Requests:**

1. List of potential SAGES Key Stakeholders
2. Kickoff Attendees List
3. Access to current LMS – Legacy portal
4. Content Samples

**Table of Documents for Review**

| **Project Work Stream** | **Link to Document** | **Action** |
| --- | --- | --- |
| Integration   * Circle of Integration * Shopping Cart Process * Subscription Notification * GoToWebinar | [Circle of Integration](https://rebelbase.app.box.com/s/vkw2y04c9jhbkpqah9lkqr5jit6rmqbw)  [Shopping Cart Process](https://rebelbase.app.box.com/v/di-shopping-cart-options)  [Subscription Notification](https://rebelbase.app.box.com/v/api-subscription-summary)  [GoToWebinar Overview](https://cblearning.teamwork.com/#files/4401712) | * SAGES IT and Education Teams should review and determine the desired behavior for each phase |
| Branding   * Option #1 * Option #2 * Option #3 * Color Template | [Branding Option 1](https://cblearning.teamwork.com/" \l "files/4401722)  [Branding Option 2](https://cblearning.teamwork.com/" \l "files/4401720)  [Branding Option 3](https://cblearning.teamwork.com/" \l "files/4401721)  [Branding and Config Specs](https://cblearning.teamwork.com/#files/4411489) | * SAGES Marketing Team should review these layouts and determine if one layout is acceptable for the LMS |
| Content   * Video Player Specifications * SCORM – Articulate Settings * Content Checklist * Migration Inventory | [Video Player Specifications](https://rebelbase.app.box.com/s/7wzfoce6qmo1ztr3iiaa)  [SCORM - Articulate Settings](https://rebelbase.app.box.com/s/5xzqqgaremmxri1pzx8h92gy86thb93r)  [Content Checklist](https://rebelbase.app.box.com/v/contentchecklist)  [Migration Inventory](https://rebelbase.app.box.com/s/loge4672bpi767rgcma2bdnhxmqx1xg2) | * SAGES Team should review and understand the system requirements / rules that will be needed for SAGES content pieces to work seamlessly in the YM LMS. * To understand full scope/effort for content migration, please review the last two items so the teams can determine an overall action plan for getting all SAGES content setup in the YM LMS |
| User Data   * User Registration Template * Batch Completion Template * Holding Tank | [User Registration Template](https://rebelbase.app.box.com/s/fjma1extttgtl74vgzpmuxjys1erebny)  [Batch Completion Template](https://rebelbase.app.box.com/s/dddbus47dq6nj2cpoymlhpvyii9xzghs)  [Holding Tank Template](https://rebelbase.app.box.com/s/0jsh047aijlekd813jkj) | * These are sample templates for user data migration. Please do not try to fill them out at this time * Please try to pull current user data and determine **Must-have** data points, then compare to the templates, so that when the teams meet, we can understand feasibility, effort, timeline, etc. |
| * Institutions Module and APIs | [YM Institution API](https://cblearning.teamwork.com/#files/4411519)  [YM Pull Rest Institution API](https://cblearning.teamwork.com/#files/4411520) | * SAGES IT Team should review YM institutions API so they are familiar with the setup and information required for creating and maintaining institutions, and users and content within an institution. |

**LMS Admin Training Sessions**

**Mondays- Basics of the LMS**

10:00 am CT - 11:00 am CT

<https://attendee.gotowebinar.com/rt/2530637449336500226>

**Tuesdays- Products and Catalog Items**

10:00 am CT - 11:00 am CT

<https://attendee.gotowebinar.com/rt/7721563785462238466>

**Wednesdays- Surveys, Certificates, and Credits**

10:00 am CT - 11:00 am CT

<https://attendee.gotowebinar.com/rt/8930348177341545730>

**Thursdays- Himalaya Test Engine**

10:00 am CT - 11:00 am CT

<https://attendee.gotowebinar.com/rt/7222727454568250626>