

Status:	TICKET RESOLVED
Project:	Technology Operations Board
Components:	None
Fix versions:	None
Parent:	TextExpander

Type:	Maintenance	Priority:	Medium
Reporter:	Solounge Bowen	Assignee:	Solounge Bowen
Resolution:	Done	Votes:	0
Labels:	TextExpander		
Remaining Estimate:	Not Specified		
Time Spent:	Not Specified		
Original estimate:	Not Specified		

Issue links:	Relates		
	relates to	<del>TO-1006</del> TextExpander User Audit (7/23)	TICKET RESOLVED
Vendor / Issue Type:	Audit, Process Improvement		
Key Performance Indicator:	Data Quality & Safety Improvement, Improved User Experience, Reduction of cost, Reduction of time/workload		
KPI Measure:	Removed over 60 users , saving the company money from unused subscriptions		

Description

Purpose:

- Currently there are users that have license for TexExpander that do not use the service. Will need to perform an audit and remove inactive users from TextExpander

Next Steps

- Export current list of 147 members
  - Audit and remove members who are inactive
    - Document → [https://docs.google.com/spreadsheets/d/1ZnkWAwj9IkG6e\\_aYa6iRXXs2vYjfBdolk1QfxjOsoPk/edit#gid=0](https://docs.google.com/spreadsheets/d/1ZnkWAwj9IkG6e_aYa6iRXXs2vYjfBdolk1QfxjOsoPk/edit#gid=0)
  - Review with [Jordie Booth](#)
- Roles that should have T.E. access**
    - Hina
    - REI's
      - Lynn Westphal
      - Meredith Ellis
    - KindbodyEmbryologists@kindbody.com
  - Follow Up**
    - 5/18 - Confirmed users that will need to be removed from T.E. **[ COMPLETE ]**
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References

- [https://docs.google.com/spreadsheets/d/1ZnkWAwj9IkG6e\\_aYa6iRXXs2vYjfBdolk1QfxjOsoPk/edit#gid=0](https://docs.google.com/spreadsheets/d/1ZnkWAwj9IkG6e_aYa6iRXXs2vYjfBdolk1QfxjOsoPk/edit#gid=0)
- <https://docs.google.com/document/d/1tk3GaVR0JedPhsR4Ma3c6NC3czhHBLXZbr7Tow0dEQk/edit#heading=h.546500nzjnte>