

ENSE 374, Milestone 3

[Boiled Frogs]

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Content strategy

- Content strategy has 6 main headings: Education & training, Research, Policies, Forms, Other Services and Communication & events.
- No new content taken off the public site.

Content Strategy

- One of our main focuses was to find a way to group similar content and reduce the amount of duplicate files being created.
- Another focus of ours was to provide a place to keep record of older content without mixing it with the current content, so we developed archive folders to fill this purpose.

Content strategy

- In terms of security, we found it difficult to restrict content that we don't have access to and without knowing the different levels of access that the faculty currently has. Therefore we let this remain a question for the faculty to answer.
- We tried to keep our folder structure restricted to a maximum depth of four to try and reduce confusion and keep finding content as easy as possible for the faculty.

University Of Regina Faculty of Engineering Intranet webpage

**Education &
Training**

Policies

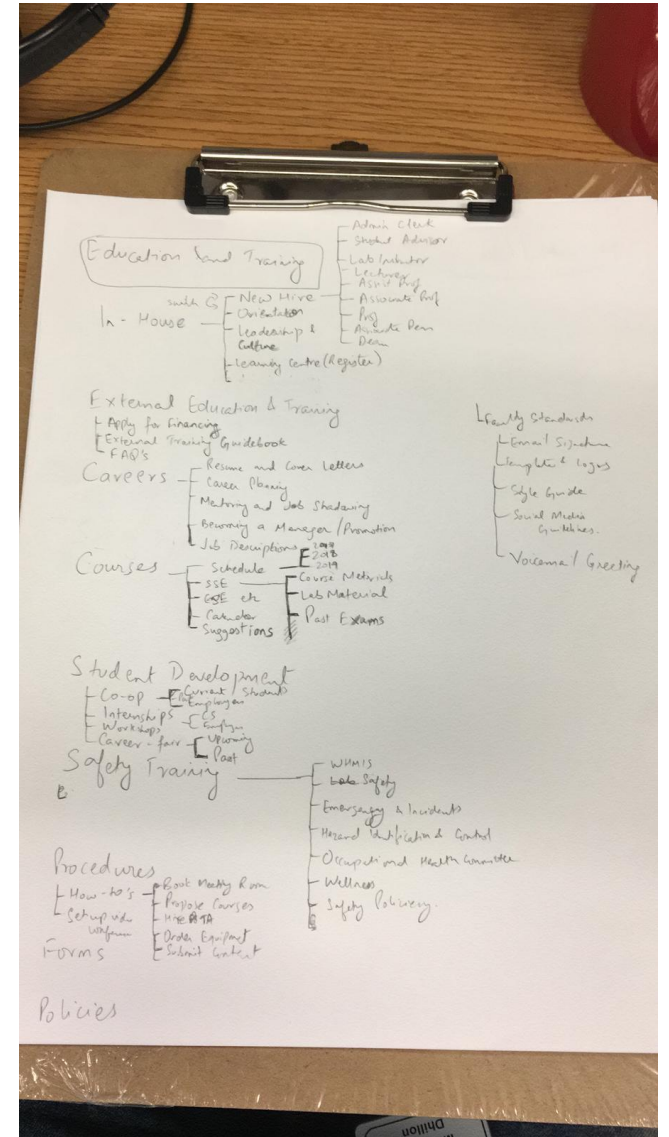
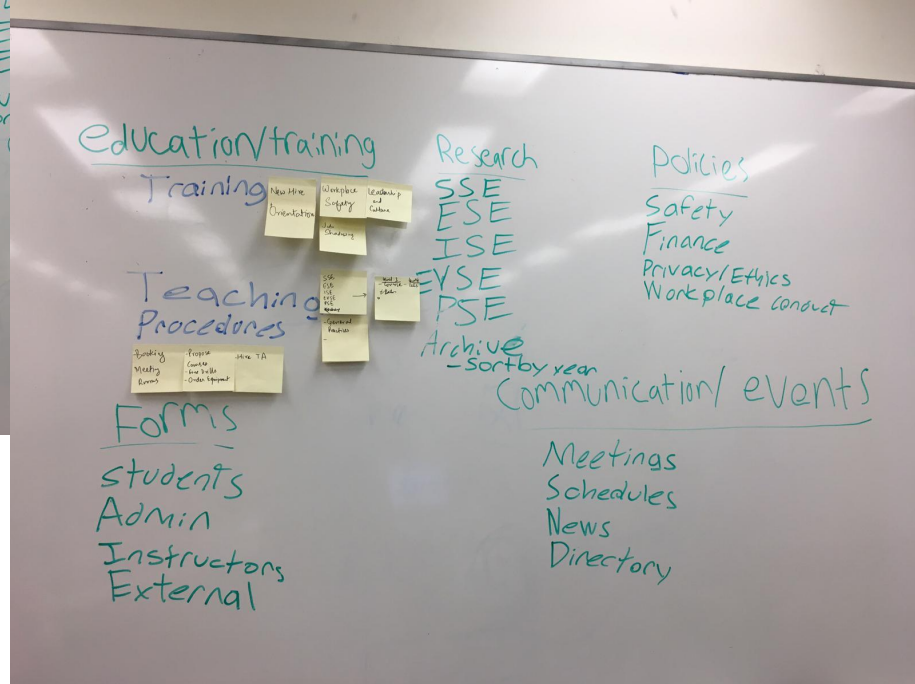
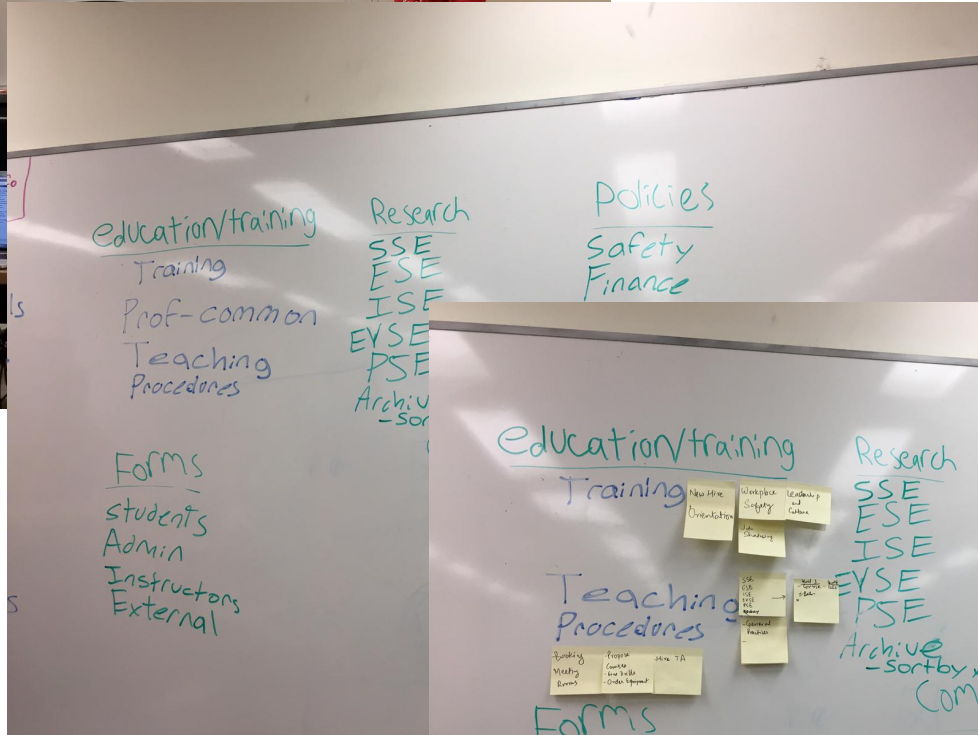
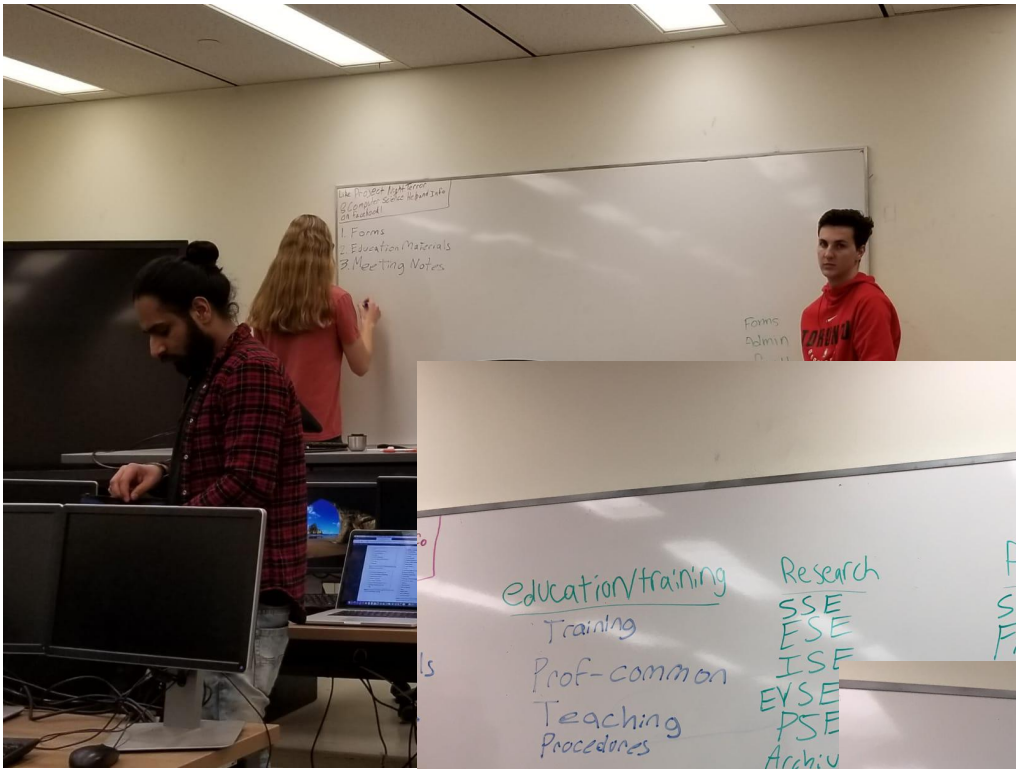
Services

Research

Forms

**Communication &
Events**

Primary Level



Education & Training

In-house

External Training

Careers

Courses

Level 2

New Hire

Orientation

Leadership and Culture

Learning Centre (Register)

Apply for financing

External Training Guidebook

FAQ's

Resume and Cover Letters

Career Planning

Mentoring and Job Shadowing

Becoming a Manager

Job Descriptions

Schedule

Programs (Alphabetically)

Calendar

Suggestions

Level 3

By Position (Student Advisor, Lab Instructor, etc)

By Year

Course Material (By Courses Alphabetically)

Lab Material (By Courses Alphabetically)

Past Exams

Level 4

Education & Training

Student Development

Co-op

Internships

Career Fair

Workshops

Current Students

Employers

Upcoming (By Date Ascending)

Past (By Date Descending)

Safety Training

WHMIS

Emergency & Incidents

Hazard Identification & Control

Workplace Wellness

Safety Policies

Procedures

How-to's

Sorted Alphabetically

Policies

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Educational Policies

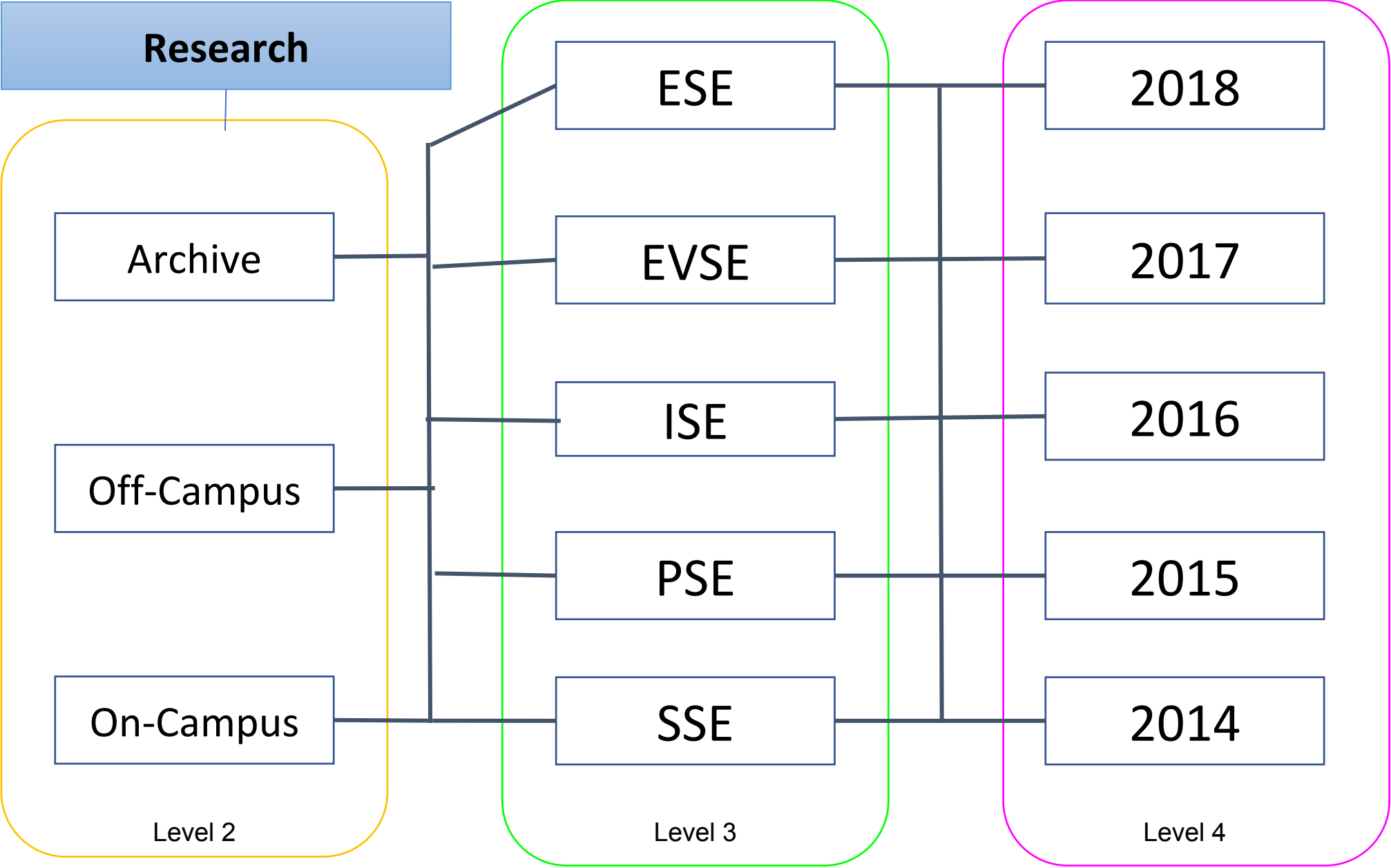
Forms

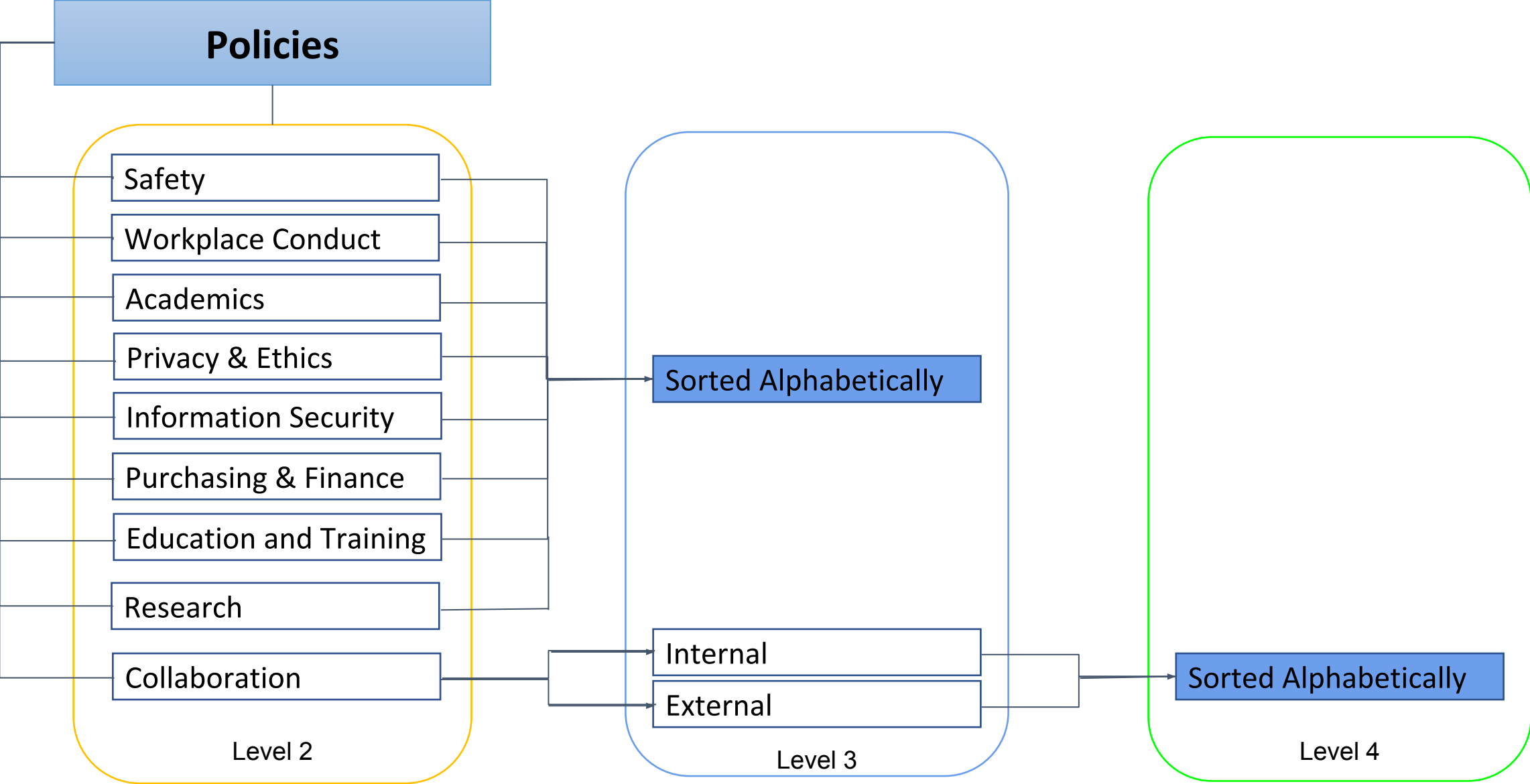
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Educational Forms

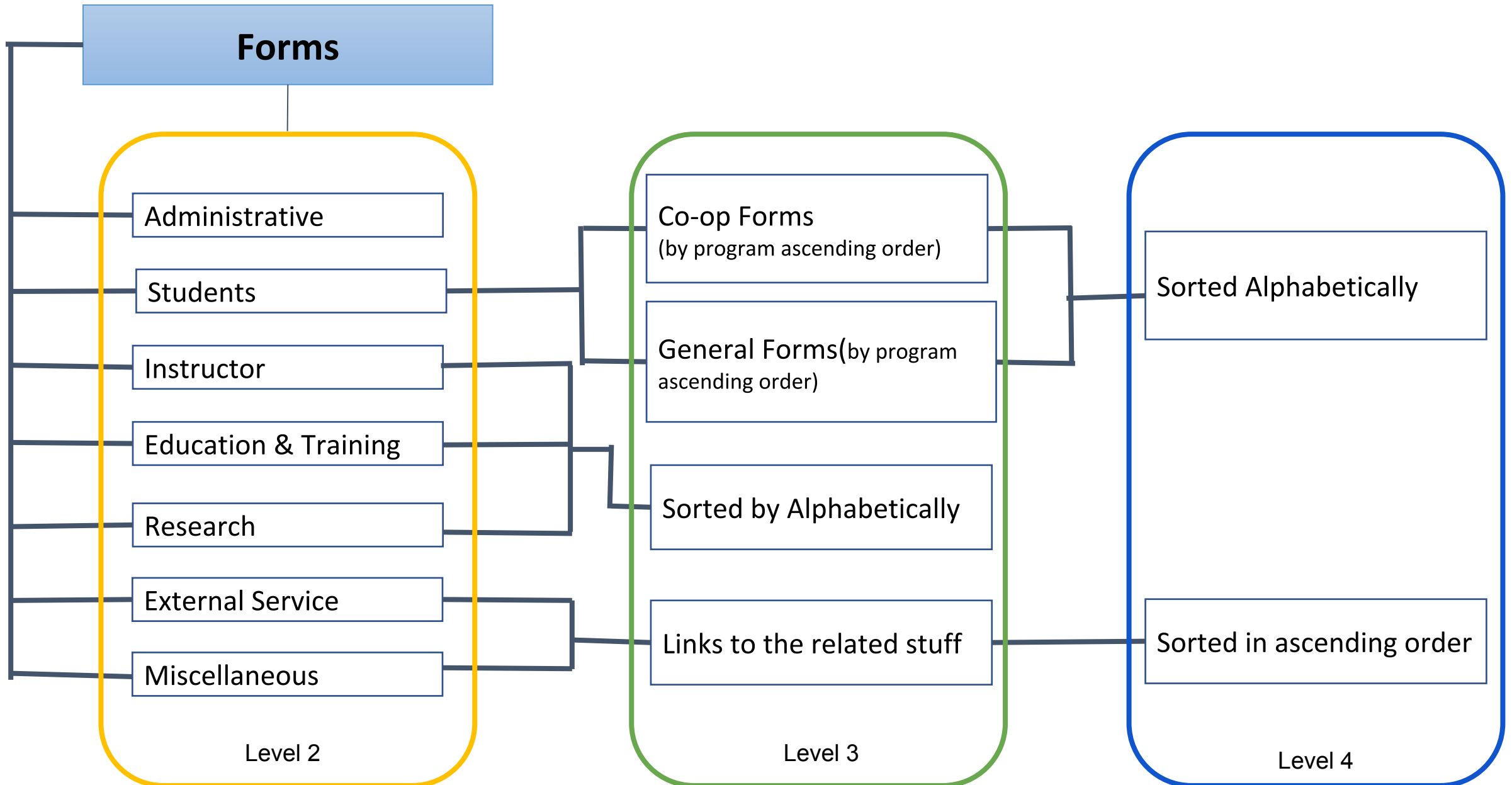
Level 2

Level 3

Level 4







Communication & Events

Committee
By committee members

Directory
(Alphabetically)

Meetings
By committee members

News

Schedule
(Current Semester)

Events

By committee names

Upcoming initiatives

Past members (by time
descending order)

By committee names

Current stories
(by date published in descending order)

Archives by year

Upcoming Events

Past Events

Current info
Roles/Responsibilities/members

Minutes
By time descending order

Other Services

Online Email

U of R
Intranet

Conferencing

Help Desk

Corporate
Mail

Filr

External

Web
Conference

Set Up Video
Conference

Teleconferenc
ing Services

U of S

APEGS

IEEE

Saskatchewan
Polytechnic

Group reflection

- How did you feel about this milestone? What did you like about it? What did you dislike?
 - We liked designing and thinking through the content strategy as a team and sharing our inputs to come up with the best solution. We disliked not having actual content to sort, made it very vague and difficult to think of what the faculty already has and what they don't.
- What did you learn about yourself as you collaborated and worked through this milestone?
 - We learned that it is a lot more difficult than it looks to solve a problem like this and we also learned that everyone has their own ideas and putting them together makes for better solutions.

Group Reflection

- How will you use what you have learned going forward?
 - We will continue to work together as a team and try out the different ideas everyone provides to solve the problem most efficiently.
- What “stuff & things” related to this milestone would you want help with?
 - Access to “dummy” folders for intranet site for easier identification of faculty needs and strengths.