

Change Management Notice: Launch of New Commit Intranet Hub

To: All Staff

From: IT Operations

Subject: 🚀 Launching Our New Intranet Resource – Commit Intranet Hub

Effective Date: August 12, 2025

We're excited to announce the launch of the **Commit Intranet Hub**, a modern, centralized platform designed to make your workday smoother, faster, and more connected. This internal site provides a one-stop experience for forms, documents, tools, shoutouts, and news—all in a clean, intuitive design.

🔧 What's New:

- **Unified Dashboard:** Submit PTO, IT help desk, hardware, and software requests, or explore departmental resources in one place.
- **Commit AI Assistant:** Our new virtual assistant—powered by **ChatGPT Enterprise**—is embedded on every page to help you quickly find HR policies, troubleshoot tech issues, or locate resources.
- **Department Pages:** Custom spaces for HR, IT, Operations, Policy, and Development teams, complete with forms, document uploads, and news highlights.
- **Document Library:** A smart, searchable repository of internal files across departments, with filters by file type and category.
- **Self-Service Tools:** Eliminate delays by submitting and managing your own internal requests.

💬 Microsoft Teams Integration Coming Soon:

The Commit Intranet Hub will be fully integrated with **Microsoft Teams** on **September 30, 2025**. Once live, you'll be able to access the full site—including Commit AI—directly within your Teams app, making it easier than ever to stay connected while you work.

🔗 You can explore the site starting now: 🖱️ <https://pj-piatt.github.io/CommitIntranetMock/>

📅 Key Dates:

- **Preview & Feedback Window:** August 5–9, 2025
 - **Commit Intranet Hub Launch:** August 12, 2025
 - **Microsoft Teams Integration:** September 30, 2025
 - **Legacy Resources Sunset:** October 15, 2025
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Need help?

Use the **“Ask Commit AI”** tool on any page or head to the **IT Help Desk** section from the homepage to submit a request.

We're proud to roll out this powerful new internal tool and look forward to hearing your feedback.

– IT Operations Team

The Commit Partnership