

A NEW APPROACH

TO TITLE IX COMPLIANCE & PREVENTION TRAINING
WITH GET INCLUSIVE

Project Plan Sample Schedule

Sample Implementation Schedule:

Schedule for completion of work with illustrative work-schedule:

Milestone	Get Inclusive Proposed Schedule
Scope and Seek - Planning	<p>Week 1-2</p> <ol style="list-style-type: none">1. Conduct Planning review call to reconfirm timeline2. Gather contact info / intro to key points of contact for content review, IT3. Get Inclusive Assigns modules to the University team to initiate review <p>Get Inclusive reviews the University policies and extracts relevant policies / definitions /procedures / and assets (e.g., Logo)</p> <ol style="list-style-type: none">1. Present draft customization with the University team2. Review IT integration requirements3. Initial Platform “Intro” demo to key Stakeholders4. Planning meetings with IT stakeholders based on requirements5. The University team initiates content review and communicates review plan to key stakeholders6. Finalize IT specs and review7. Interim Content Review discussion8. The University conducts content review and delivers final content customizations by end of Week 3
Customization Completion	<p>Week 3:</p> <ol style="list-style-type: none">1. Get Inclusive implements content customizations adjustments2. The University IT team implements /configures internal systems as per the integration requirements, e.g. Single Sign-on3. Get Inclusive tests integrations with the IT teams4. Get Inclusive delivers customizations for final review and signoff5. Final round of customizations are incorporated
Full Implementation and Launch	<p>Week 3-4:</p> <ol style="list-style-type: none">1. QA user accounts / Secure FTP Process to ensure launch timing2. Setup reminder campaign and emails /review with The University team3. Launch module

Project Plan Sample Timeline

Task	Responsibility	Week 1	2	3	4	5	6
1 Scope and seek	Supplier & Client						
2 Develop Solution Design Document	Supplier						
3 Content Review and Signoff							
3.1 Module Customization Questionnaire	Client						
3.2 Implement Module Customizations	Supplier						
3.3 Content Review and Signoff	Client						
4 Data Migration (If in Scope)							
4.1 Provide data extracts	Client						
4.2 Load data in LMS	Supplier						
5 LMS Setup and Configuration							
5.1 Reminder Campaign Review and Signoff	Supplier & Client						
5.2 Participant List Preparation and delivery	Client						
5.3 Launch Prep	Supplier						
5.4 Intro Email to Participants	Client						
6 Launch	Supplier						

* Note - If no integrations are required (SSO, FTP) then implementation plan can be shortened to total of 2 weeks, launching in 3rd week



DATA MIGRATION

Data Migration

EVERFI Data Export

Vector Data Export

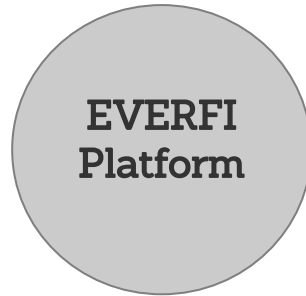
CSV

User Creation

Assignments

Completion

Data Migration Process



Data Migration Planning

Plan	Export	Cleanse	Import	Verify
Training Cut Off Date	Request/Pull Data Export	Remove Duplicates	Upload Learner Data	Review Data Import
Select Data Criteria	CSV File Required	Update Learner Reference Data	Apply Historical Information	Add/Update Learner

Implementation Milestones

