Data.gov.uk Publisher migration

What is this document for? Who is this document for?

Repeatable per publisher segment 5. Choose and clean 1.Segmentation 4. Onboarding 2. Prepare accounts 3. Announcing Invite publishers to Publish private beta. Explain role, responsibilities, time it will take Invite publishers to Publish private beta. Explain role, responsibilities, time it will take and benefits Invite publishers to Publish private beta. Explain role, responsibilities, time it will take and benefits Invite publishers to Publish private beta. Explain role, responsibilities, time it will take and benefits Invite publishers to Publish private beta. Explain role, responsibilities, time it will take and benefits 316 89 123 68 ____ Email Intro to publish Intro to tasks Intro to Fix overdue data Fix broken links Fix titles, Create a Drupal admin interface performance beta password for a updates descriptions and **TOUCHPOINT Blogpost** missing metadata new account Link from legacy data.gov.uk Enter and confirm See how the Follow guidance Invite colleagues to get in touch Click through intro **Hypothesis:** Start adding data Start replacing and learn what's broken links with and start rewriting with the DGU team and request Users will want to datasets are a password links to overdue **PUBLISHER ACTION** performing metadata to start cleaning to goods ones datasets changing access work through their suppress errors task list Confirm publisher segmentation Monitor broken Track who's Monitor data Add new role to Drupal 'To be Send email Monitor who's **Update Drupal** Monitor data quality increasing sticking with the migrated' links being for private beta clicking through to role to 'Migrated' updates being **DGU TEAM ACTION** fixed (weekly) updated (weekly) Publish blog post new workflow (weekly) beta Begin retiring old and inactive Turn on legacy alert for segment Drupal and publisher data GOV.UK Notify / other Google Analytics New account is Ensure user can exported to CSV engagement tool now created on reports running see their email **BACKEND** on publish beta publish beta address and Drupal (out of the box) alert organisation Data sync to legacy Zendesk Zendesk ----------SUPPORT PROCESS **Publishers: Publishers: Publishers:** When I'm finding When I've When I have to **NEEDS** out how to publish update my data or published my my organisation's fix a problem such organisation's data, I want clear as a broken link, data, I want direction and I want to have a metrics that show support, so that I clear overview of what value my know what steps I data is providing... my data... need to follow... Mid October 2017 ?? End October 2017 ?? Start November 2017 ?? Start December • • • • • • • • • • End December 2017 ?? TIME Is all of the data available on Will the Gov.uk Do users consider Do we need to setup a specific Is migration on for How do we make Can we detect If datasets have How do we make form on Zendesk? admins? publish beta, or just those team be the datasets they sure the most and measure the been cleaned on sure publishers **QUESTIONS** publish their own datasets that are updated by important supporting are doing this quality of beta, can the Do users invited by email need publishers? datasets are user we are inviting to migrate? If a beta account or their publisher still edit metadata? correctly? to log into legacy first in order for has already been cleaned? organisation's? them on legacy, publish beta to recognise their set up and the What do we call or are they account details? user clicks an Is 'My Tasks' a the task of redirected? invite link, what view of datasets cleaning? Does there need to be a security would they see? that were last token included in the link, in published by that which case is this only possibly user? by email?