

# Transforming Oxford's Digital Communications update – December 2023

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**From:** The Transforming Digital Communications programme team

**To:** All Mosaic and Oxweb, Programme Oversight and Steering Groups members and other key stakeholders

**Actions:**

- Note the update on the Transforming Oxford's Digital Communications Programme, including the New Web CMS and the Intranet and Internal Communications Projects.
  - Consider preparing content for migration
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Dear Colleagues,

As 2023 draws to a close, we are writing to share our progress with the exciting work transforming how we communicate to internal and external audiences.

## About the Programme

As a reminder, [Transforming Oxford's Digital Communications Programme](#) is part of Oxford's digital transformation, with an initial focus on two key projects:

- Continued work to develop a University-wide [web Content Management System \(CMS\) platform](#) (previously known as the Mosaic 2 project) which will be a stable, secure and flexible platform for all University public-facing web content
- Developing a new University-wide [intranet](#), which will provide a singular digital experience for all staff and students, bringing together content published across the University into a consolidated view.

## Recent progress

We have made great progress with the programme this year. Recent developments include:

### Websites

- Finalising a proof-of-concept Web CMS, which will shortly be ready for piloting
- Identifying five teams from across the University and colleges to pilot the new solution
- Developing plans for website designs – both for the main University website, and other sites
- Hosting webinars for Mosaic users (which can now be found on the [New CMS Platform Project webpage](#))

### Intranet

- The start of a tender process to select an 'intranet in a box' providing the functionality required for a University-wide intranet
- Identifying five teams from across the University and colleges to pilot the new solution
- A focus on staff data – ensuring we have data about our staff and students in the right place to target our content

Across the programme, we have also continued to develop a content strategy, which will inform how we manage our content, both internally and externally.

### Next steps

Early in the new year we will continue to develop the content strategy and design approach, and will also focus on:

- A migration strategy – to determine how and when content will be moved from current to new platforms.
- The service support and governance models – to ensure clear and effective ongoing support and decision-making, which will underpin the successful implementation of these new platforms

More information on all of the above will follow in the new year.

### What you can do now to prepare for the change

Although we don't yet have a detailed migration schedule, it's never too early to consider your current external and internal-facing content to ensure that, when you do move to the new platform(s), the content is already in good shape.

To help you to do this, we've created this [Guide to Auditing your Website or Intranet](#).

There is no requirement to carry out an audit at this stage. However, individual teams may wish to consider this in the near future, to support with future migrations.

*NB for Oxweb teams: this audit has already been completed on Oxweb – more information to follow.*

### Further information

You can find more information, including the membership of programme Steering and Oversight Groups, and answers to frequently asked questions on the [Transforming Oxford's Digital Communications Programme webpages](#).

We look forward to sharing further updates and working with you all in the coming months. In the meantime, we hope you enjoy good break and a Happy New Year.

Best wishes,

Lindsey Booth, Business Change Manager

On behalf of the Transforming Oxford's Digital Communications Programme