

UNIWeb Project Update

Preparing for the Launch of UNIWeb



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School of Computer Science
February 2022

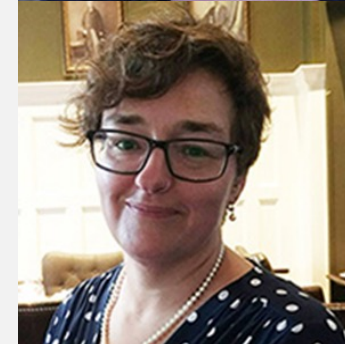
FASR UNIWEB SUPPORT TEAM

Contact: uniweb.support@uoguelph.ca

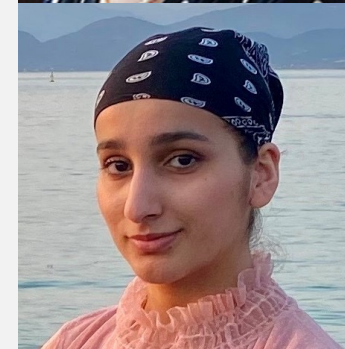
Tammy Oakley,
Senior Consultant



Sara Stephens,
Senior Consultant



Gurpreet Kaur, Project
Coordinator Co-op



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ADDITIONAL CEPS DEDICATED SUPPORTS



- Dean's Office
- Co-op student, **Ishika Bajaj**, to support faculty and administrators with this transition for the W22 semester
 - You can contact Ishika at cepsuniwebsupport@uoguelph.ca
 - Take advantage of this support early in W22

What we want to share today



- Project Recap
- What to expect in 2022
 - Update to the 2022 Performance Review
 - Preparing your Sedona CV for migration
 - Faculty Support Strategy
- UNIWeb Demo: [Short UNIWeb Demo and the benefits of reviewing and preparing your Sedona CV for migration](#) ([Web view](#))
- Q&A

PROJECT OVERVIEW

- [2021-DEC Campus-Wide Update: Preparing for the Launch of UNIWeb](#) ([Web view](#)) (dates have since been extended)
- It started with a search to replace Sedona as the eCV tool used for faculty tenure and promotion purposes
- Since the launch of the [UNIWeb by Proximify](#) project in 2020, the steering committee and project team has been committed to
 - efficiency & simplicity
 - wide stakeholder engagement
 - enhancing the faculty and staff experience
- Sedona and UNIWeb are fundamentally different solutions
- 2021 has been a year of testing
- F21 Soft Launch
 - Thank you to the over 150+ faculty, vets, librarians, academic & research admins
- W22 Go Live

CHANGES TO THE 2022 PERFORMANCE REVIEW CYCLE

- The quadrennial Performance Review (2018-2022) has been cancelled.
 - **Tenure-track and tenured faculty members will NOT be required to submit a 4-year electronic CV for performance review purposes.**
 - [UNIWeb Support for Tenured Faculty members](#) ([Web view](#))
- Tenure and promotion applications will be considered by the Tenure and Promotion committees, as per usual.
 - Applicants will prepare and submit their **UNIWeb Lifetime eCV** for external assessors **by July 8 (extended from June 8)**
 - Applicants will re-submit their **UNIWeb Lifetime eCV** for internal T&P committees **by Aug 15**
 - [UNIWeb Support for Tenure &/or Promotion Applicants](#) ([Web view](#))
- Tenure-track faculty will submit a Progress Template for feedback on your progression toward tenure as per usual.
 - This entails preparing and submitting your **UNIWeb Lifetime eCV by Aug 15**
 - [UNIWeb Support for Tenure-Track and CL Faculty members](#) ([Web view](#))
- Contractually Limited Members will have an annual Performance Review as per usual.
 - This entails preparing and submitting your **UNIWeb One-Year performance report by Aug 15**
 - [UNIWeb Support for Tenure-Track and CL Faculty members](#) ([Web view](#))

RE-CAP: UNIWEB BY PROXIMIFY

Research networking tool – “LinkedIn for Researchers”

BOTH Private CV management tool

- Academic CV management (replaces Sedona for 2022 tenure, promotion, performance review)
- **Fully compatible with the Canadian Common CV (CCV)** - UNIWeb’s [CCV interaction tutorial](#) (3 mins)
- True reusability of data in web profiles, academic CVs, reports, and grant applications

AND Public Profile (Optional)

- **Research Expertise Discovery:** not only for individual researchers, but also for Academic Units/Colleges
- **Networking:** Shared research interests (tags) create a collaborative research information system for researchers, graduate students, labs, research groups, and equipment

WANT TO KNOW MORE?

- U of G [UNIWeb Notebook](#)
 - [What is UNIWeb?](#) ([Web view](#))
 - [FAQs](#) ([Web view](#))



* Click on (Web view), request permission if prompted

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Faculty and other Researchers

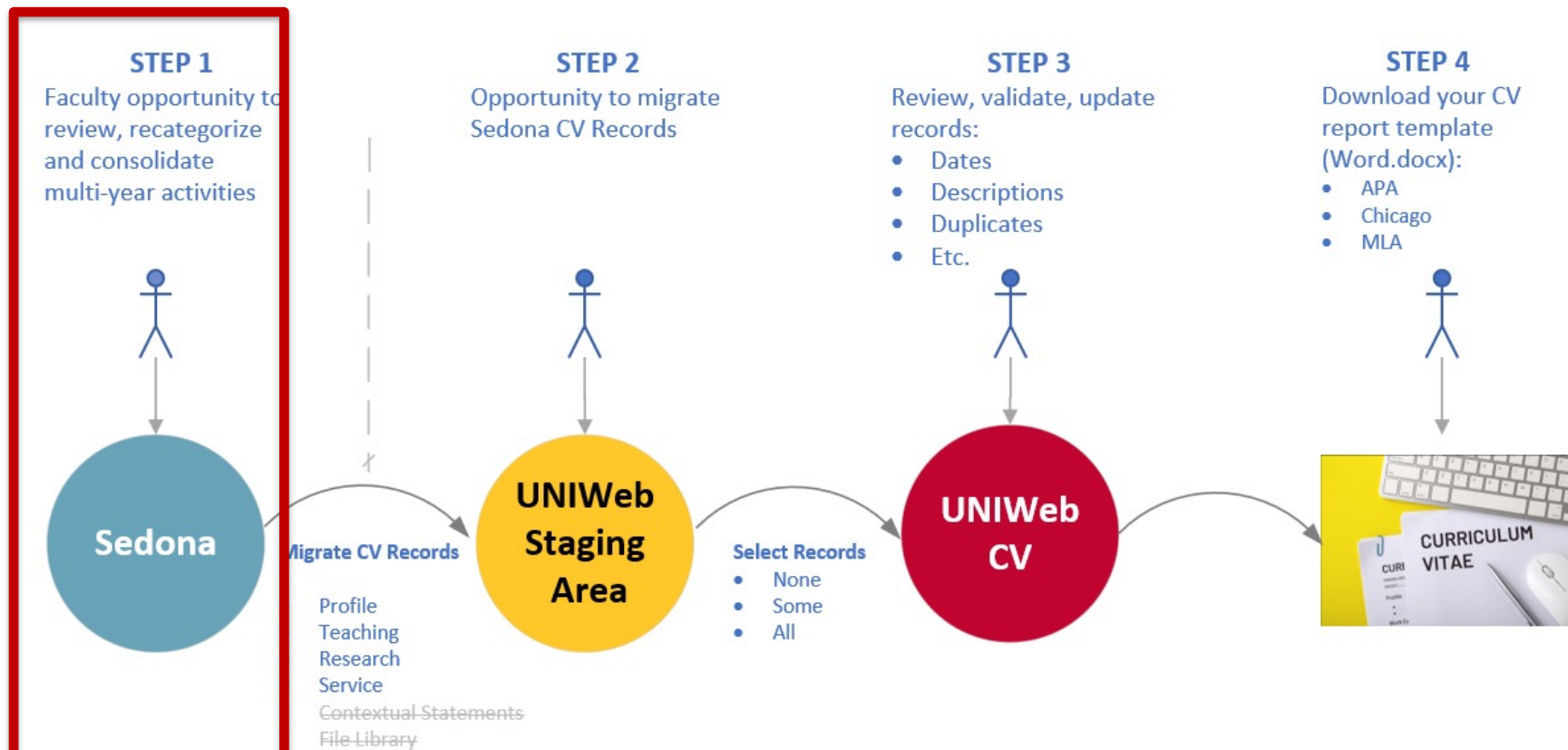


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Will start by populating your academic CV:

1. From Scratch
2. Import from your current CCV ([How do I import my CCV?](#) ([Web view](#)))
3. Import Publications
 - [Google Scholar](#)
 - PubMed
 - DOIs
 - BibTex or EndNote files
4. Import your Sedona CV
5. Combination of the above

Q. HOW DO I TRANSITION MY CV FROM SEDONA TO UNIWEB?



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Jan - March
Prepare Sedona CV

Summer (TBD)
M2: Opt-in

Fall (TBD)
M3: Opt-in

UNIWeb Go Live
M1: all, by default

April

T&P Applications
Progress Reports/CL
Performance Review
July 8 – Aug 15

IF YOU HAVE A SEDONA CV: THE CHOICE IS YOURS

1. Review, re-categorize, consolidate records in Sedona FIRST, **prior to March 31**
 - So there are **fewer** Sedona records to validate when you port them into UNIWeb
 - So activities land in the correct UNIWeb/CCV “bucket”
2. “Wait and see” until after April when your Sedona CV will be migrated on your behalf
 - You can decide to NOT import multi-year duplicate records
 - You can manually move records that did not land in the appropriate bucket
 - You can choose to return to Sedona to review, re-categorize, consolidate records Sedona CV because have 2 more opportunities (Summer and Fall) to OPT IN to migrate your Sedona

NOTE: Whatever you choose, please ensure you have a backup of your CV to use for other purposes during this transition period (IQAP, Accreditation, etc.)

10 STEPS TO PREPARING YOUR SEDONA CV FOR MIGRATION TO UNIWEB (WEB VIEW)

Step 1: Back-up your Sedona CV (PDF & Word)

Optional but recommended:

*Step 2: Re-categorize *ATTN* records

*Step 3: Re-categorize "Other" T/R/S records, if appropriate

*Step 4: Consolidate multi-year Service activities

Step 5: Recategorize or add Tenure & Promotion Committee work

Step 6: Employment: Re-categorize Adjuncts/Affiliations & Leaves

Step 7: Employment: Copy Post-Doctorate Fellowships, if applicable

Step 8: Clinical Teaching (OVC, CSAHS, others?), if applicable

Particularly if you do NOT have a CCV:

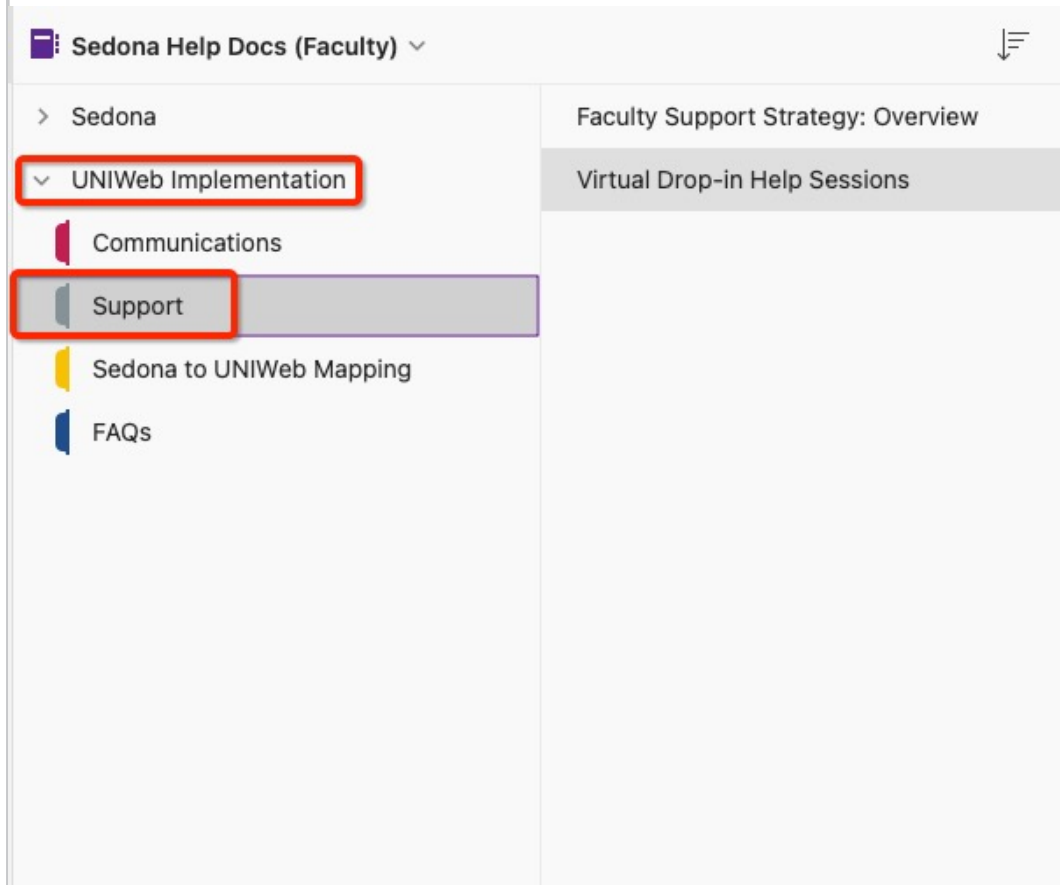
*Step 9: Consolidate multi-year Graduate Advising activities

*Step 10: Consolidate multi-year Grants/Funding activities

Questions? Join us at one or more [Virtual Drop-in Help Sessions](#) ([Web view](#))

Q. WHAT SUPPORTS ARE AVAILABLE TO FACULTY?

- Central Faculty Support Team: Project Team & Co-op/Work Study Students
- OneNote Notebook: [Support](#) ([Web view](#))



Sedona Help Docs (Faculty) ▾

- > Sedona
 - ▾ **UNIWeb Implementation**
 - Communications
 - Support**
 - Sedona to UNIWeb Mapping
 - FAQs

Faculty Support Strategy: Overview

Virtual Drop-in Help Sessions

Virtual Drop-in Help Sessions

Wednesday, November 10, 2021 4:37 PM

1. Preparing your Sedona CV for the transition to UNIWeb

Some colleges and departments may have a customized support strategy. Check with your Chair/Director and/or Dean's Office.

Campus-wide Drop-in Help Sessions run until **Thursday March 31, 2022**

- Tuesdays & Thursdays (10:30 AM - 12:00 PM) [Click here to join the meeting](#)
- Wednesdays (1:00 PM - 2:30 PM) [Click here to join the meeting](#)
- Extra Drop-in Help Session: Preparing your Sedona CV for the transition to UNIWeb
 - Thu 31-Mar-2022 (9:00 AM - 4:00 PM) [Click here to join the meeting](#)

2. Following the UNIWeb Launch

UNIWeb Support Drop-in Help Sessions

05-APR-22 - August 12, 2022

Tuesdays & Thursdays

10:00 AM - 11:00 AM

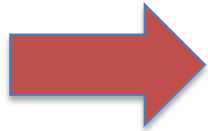
[Click here to join the meeting](#)

Q. WHAT SUPPORTS ARE AVAILABLE TO FACULTY?

Virtual Drop-in Help Sessions ([Web view](#))

1. Getting ready for the UNIWeb Launch: Preparing your Sedona CV for the transition to UNIWeb

- 3x/wk
- **Until MARCH 31**



2. UNIWeb Support: Preparing your UNIWeb CV for the 2022 T&P review process

- 2x/wk
- April – August

Questions?

uniweb.support@uoguelph.ca

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- [UNIWeb](#) ([Web view](#))
- [FAQs](#) ([Web view](#))

Sedona Help Docs (Faculty) ▾

> Sedona

- ▽ UNIWeb
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What is UNIWeb?

- Why UNIWeb? Why now?
- Who is eligible for a UNIWeb account?...
- Can I request early access to UNIWeb?
- About the Migration of your Sedona CV
- Steps in Preparing your Sedona CV for...
- When should I plan to do this work?
- What if I don't have a Sedona CV?
- How will Student Feedback Questionnai...
- Will my teaching records (and graduate...
- When should I stop entering new recor...
- What will happen to my Sedona Narrati...
- What will happen to my Sedona File Lib...
- How do I import my CCV?