

## WCMS 3 Information and Resources Summary

The following is a collection of information, resources and links to help you plan and process the migration of your WCMS site to WCMS 3. The first wave of site migrations is focused on Faculty Department School Unit (FDSU) sites, also called WCMS responsive sites. [Themed sites](#) (single page sites, publication sites, etc.) will migrate at a later date. If you aren't sure what type of site you manage, reach out to [wcms@uwaterloo.ca](mailto:wcms@uwaterloo.ca) and we will be happy to help.

### WCMS 3 information

To ensure that WCMS 3 information is accessible and convenient, you can find this content throughout the Information Systems and Technology (IST) sites with important links shared on multiple pages to ensure findability and discoverability. This information is updated on a consistent basis and is a reliable source for accurate WCMS processes and procedures.

There are two main sites that contain helpful information regarding WCMS 3: the Building the next WCMS site and the Web resources site.

[Building the next WCMS](#) showcases the project itself with information on WCMS 3 development information, testing, [project timeline](#) and houses important pages that will help adaptation to the new WCMS:

- [Initial release comparison](#) showcases an up-to-date list of WCMS 3 content features and functionality revised by the WCMS development team daily.
- [Changes coming with the next WCMS](#) documents the significant changes you will encounter when working with WCMS 3.
- [Project status updates](#) allows you to look through the monthly summary of the WCMS 3 project accomplishments including [June 2021](#).
- [Migration information](#) displays important information and links to help with your migration process including a [FAQ section](#).
- [Migration process](#) lists the details of the migration process step by step
- [Project timeline](#) to follow all the WCMS 3 updates

[Web resources](#) is a hub that houses links and information on how to create and edit web content including [WCMS How-to documents](#), [guidelines for use of WCMS](#), [web accessibility](#) as well as specific WCMS 3 information:

- [Moving from WCMS 2 to WCMS 3](#) gives a short summary of the process along with links to the project timeline and [migration FAQ](#) found on the Building the next WCMS website.
- [WCMS 3 migration prelist](#) is an essential page showcasing the action items necessary to ensure a smooth migration to WCMS 3.

### IST co-op training/early rebuild opportunities

We would like to continue to identify "simple" WCMS 2 sites that the co-ops can use as examples to get more hands-on experience with WCMS 3. "Simple" sites in this case would constitute sites:

- FDSU theme in WCMS 2, with no custom modules installed and are not behind authentication
- 10 pages or less in total

The POC can submit sites that fits our criteria for a "simple" site. If you would like to submit a site for this exercise, submit an RT to [rt-ist-wcms@rt.uwaterloo.ca](mailto:rt-ist-wcms@rt.uwaterloo.ca) with:

- A subject line of "WCMS 3 beta training site submission"
- The site name
- The site URL

Sites completed during this exercise could launch to production after June 29 with POC approval. We will assign sites to our co-ops on a first-come, first-serve basis according to requests in RT.

## Help

- WCMS support email: [wcms@uwaterloo.ca](mailto:wcms@uwaterloo.ca) for questions regarding:
  - WCMS 2 and WCMS 3 content creation/editing help
  - Who is the POC (Site Owner) for your site
  - LEARN registration and training assistance
  - What type of site your manage (FDSU, Single Page, Conference, etc.)
  - General website questions
- WCMS permissions, errors, technical inquiries: submit an RT [rt-ist-wcms@rt.uwaterloo.ca](mailto:rt-ist-wcms@rt.uwaterloo.ca)
- If you aren't sure who to ask for help, the service desk , submit an RT to [rt@rt.uwaterloo.ca](mailto:rt@rt.uwaterloo.ca)

## Drop-in lab

A [virtual Drop-in lab](#) is open every Tuesday and Thursday afternoon from 1-4 p.m. to provide WCMS content maintainers one-on-one website and training support. Please reach out to Charlotte Armstrong, via [email](#) or Microsoft Teams, to schedule an appointment.