2022

Spring
- Vendor selected
- Contract negotiated
- Planning
  - Detail functional & technical requirements
  - Document current business practices

Summer
- Training and content migration
  - Create transition/operational support plan
  - Implement SSO
  - Configuration design
  - Prioritize & rank business process changes & configurations
  - System integrations
  - User acceptance testing (ongoing)

Fall
- Vendor trains admins/trainers
- Create training plans
  - Synchronous instructor training
  - Asynchronous online training

Winter
- Test migrations
- Migrate course content

Milestones
- Administrative & technical
- Training
- Content migration
**2023**

### Spring
- **Training and content migration**
- **Create transition/operational support plan**
- **Configuration design**
- **Prioritize & rank business process changes & configurations**
- **System integrations**
- **All courses taught in new LMS**

### Summer
- **Production go-live**
- **Determine archiving & maintenance access to old LMS**

### Fall
- **Majority of courses migrated**
- **Synchronous instructor training**
- **Asynchronous online training**
- **Migrate course content**

### Winter
- **Determine archiving & maintenance access to old LMS**

**Milestones**
- **Administrative & technical**
- **Training**
- **Content migration**