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| **Month** | **RWD Phase 2**  2 x Web Officers  2 x Web Content Editors | **Projects**  2 x Web Officers  2 x Web Content Editors | **BAU**  2 x Web Officers |
| Oct 16 | * Sustainable Consumption Institute (SCI) * Humanitarian and Conflict Response Institute (HCRI) | * News asset * Migration of T&L to Humnet * Scope Humnet migration to Staffnet | On an ongoing basis:   * T4 Approval queue * LANDesk tickets * Development of research project websites (WP) * Siteimprove (quality assurance) * Training requests * T4 general maintenance (user account admin, workgroups) * CSS Bug fixes |
| Nov 16 | * Institute for Cultural Practices (ICP) * Centre for Translation and Intercultural Studies (CTIS) * Centre for New Writing (CNW) | * PURE integration (research profiles, publications, projects, etc). * CS richer content * Review web governance documentation |
| Dec 16 | * Policy@Manchester * Manchester Urban Institute (structure) | * Shared content calendar * Legal Advice Centre website * Support AMBS web ahead of launch |
| Jan 17 | * Centre for Interdisciplinary Research in Arts and Languages (CIDRAL) * Manchester Urban Institute (build) | * T4 v8.1 evaluation * Our story - rolloutmessaging * Development of web team knowledge base |
| Feb 17 | * Confucius Institute (CI) * Centre for Development Informatics (CDI) | * Solution for forms * Humnet migration to Staffnet * Review of strategy for student and alumni profiles |
| Mar 17 | * Centre on Dynamics of Ethnicity (CODE) * NOVARS | * Harmonisation of code with other Faculties * Photography audit – use of Flickr * Develop T4 developer community of practice |
| Apr 17 | * Martin Harris Centre (MHC) | * Strategy development: Wordpress, Google Analytics, Social media, user testing, |
| May 17 |  | * Research web campaign * Infographics development * Asset development – define process |
| June 17 |  | * Video strategy |
| July 17 |  |  |
| Aug 17 |  |  |