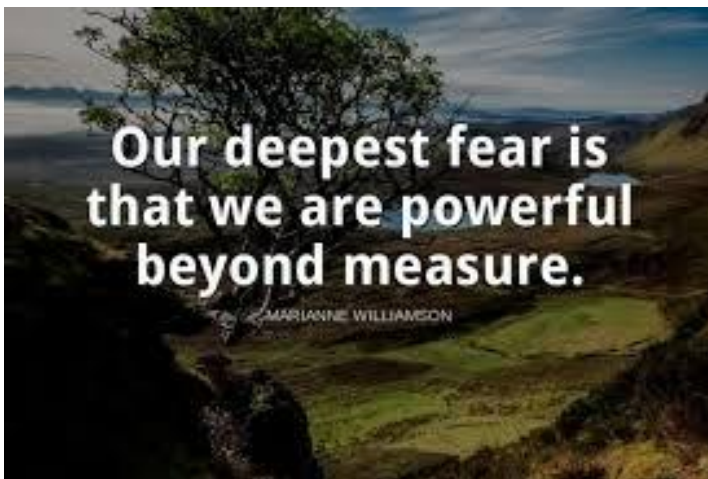


TRAINING

Top 4 News Items

1. There are 2 ways to access the new system: The user interface and self-service.
2. Those on campus who use EDEN currently are most likely to access the system through the user interface. Those in the Registrar's Office and Student Accounts, as examples, will use this interface.
3. Faculty will access the system via the self-service interface. This will allow them to seek out the information needed in real time.
4. Academic Administrative assistants will require training in both interfaces but not as extensive as other departments on campus.

For any questions about training, please reach out [here](#).



General Schedule:

1. Those people identified to perform data validation will receive basic navigation training for Colleague Student in March.
2. In May further training in the user interface of the system will be given to the 59 people already identified for assisting in the live simulation.
3. The academic administrative assistants and faculty will be trained in June and July prior to the go live date of August 1.

Important Dates:

Month of March: Navigation training- **Data validators**

Month of May: User interface training for live simulation- **59 users identified**

Week of June 14, 2021: Live Simulation- **Full end to end testing of the system**

June 17- July 16, 2021: Self-service training and balance of user interface training- **Academic group**

July 17-July 31, 2021: System is frozen- **Allows for transition to Colleague: no ability to add data into the old or new system**

August 1, 2021: Go Live date- **The first phase of the new system is fully operational**

Please visit Ace.acadiau.ca

