

CUAnschutz.edu Email Change Project Update

Sharon S. Grant
Organizational Change Program Manager

6/20/2019



Office of Information Technology

UNIVERSITY OF COLORADO
DENVER | ANSCHUTZ MEDICAL CAMPUS

Agenda

- CU Anschutz email project update
- What you need to do to prepare
- Questions



Why are we doing this?

- Separate identity to better showcase and strengthen the campuses' unique missions and stories.
- Supports Anschutz Medical Campus' strategic priority to “increase regional and national marketing efforts.”



Who is transitioning?

- Employees in consolidated units whose position shows a location at CU Anschutz in HCM
- Department codes beginning with “2”
- Students, residents, faculty and staff





What is happening?

- Transitions started 4/30 with OIT:
 - Consolidated units underway
 - Transitioning ~500 per night through end of August
- Reminder emails will be sent regularly
- OIT Service Desk staff on campus to offer support



Transition Dates

School/College	Transition Date
Graduate School	5/23 - 5/28
Colorado School of Public Health	5/28-5/30
Skagg's School of Pharmacy	5/30-6/05
School of Dental Medicine	6/06-6/12
College of Nursing	6/13-6/18
School of Medicine	6/6 (Dean's Office); 6/18-8/27
Non-degree Students	8/28/2019
Phase 2: Alumni, retirees and service emails	Not yet determined



Resources

- Project status page is up at www.cuanschutz.edu/email-transition
- CU Anschutz website is up at <https://www.cuanschutz.edu/>



Things to do at go live

- Shut down your computer before leaving – updates around 2 AM day of transition
- Use <https://myemail.ucdenver.edu> for your first day login for Microsoft apps
- Update your phone and personal devices
- Update your Concur and Tripit profiles
- Update your signature that your email has changed; update to new CU Anschutz branding



**READ YOUR
EMAIL!**



New CU Anschutz Signature Branding

- New, branded email signature standard
- Please help spread the word to your divisions to update signatures to brand
- <https://www1.ucdenver.edu/offices/anschutzcomm/cuanschutzbrand/common-uses/stationery/desktop-email-signature-instructions>

Sharon Grant

Organizational Change Program Manager
Office of Information Technology (OIT)
University of Colorado Anschutz Medical Campus
E: sharon.grant@cuanschutz.edu | P: 303.274.4825



University of Colorado
Anschutz Medical Campus



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OIT Contacts

Email

- Sharon Grant – Organizational Change Program Manager
sharon.grant@cuanschutz.edu
- Eric Campagna – Project Manager
eric.campagna@ucdenver.edu
- OIT Help Desk x4-HELP(4-4357)



Questions?



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