SGS Information Systems

Updates – October 4, 2016

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Agenda

• **General Updates**
  – Academic Toolbox Renewal – Testing
  – SGS Email System

• **Projects Updates**
  – Progress Tracker
  – Forms Tool
General Updates – Academic Toolbox

What: The Portal is changing; three short-listed systems need testing.

How: You’re invited to do hands-on testing, and fill out surveys with your opinion and perspective.

Who: All UT faculty, staff and students.

When: Now! (Deadline: early November)

Where: Get info and register at uoft.me/toolbox for access to the three systems.

Why: It’s an important academic resource. Provide your feedback!
General Updates – SGS Email System

• SGS Email System has been retired
  – Most @sgs.utoronto.ca addresses have been migrated to @utoronto.ca addresses

  – Please update your websites and print materials with the new addresses:

http://www.sgs.utoronto.ca/about/Pages/Staff-Directory.aspx
Project Updates – Progress Tracker

What:
An optional, web based tool to assist graduate students, supervisors, and units with tracking progress of research stream students.

When:
We will begin onboarding after the long weekend.
(We are testing the student/faculty automatic import)

How:
If you haven’t already done so, please email corey.dales@utoronto.ca to be added to the onboarding list.
Requirements:
- ROSI must be up to date
  - Supervisory committees must exist (4 A D B B)
  - Supervisors committee members must be added (4 A D B C)
  - Supervisor(s) for students must be specified (SUP)

- Thesis Title should be entered (4 A D B E E)
- Course / Language Requirements should be entered (4 A A A)
- Departmental Exams should be entered (4 A A A)

For additional help please, See Student Servers & ROSI Manual:

And now for a brief demo!
Project Updates – Forms Tool

What:
A tool to allow SGS to convert all its paper based forms into electronic web forms.

When:
We are starting to publish forms which flow from Student directly to SGS now.

How:
As we convert our forms, we will be updating the links on our website. Students will be linked directly to the web tool in place of the PDF.
And now for a brief demo!
Project Updates – Forms Tool

What’s next:

- More student forms
- Forms which flow form Graduate Units to SGS
- Multi-stage forms involving Student-Graduate Units-SGS
- Training for Graduate community
Contact Information

If you require support please email sgs.support@utoronto.ca

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