



SO YOU'RE GETTING A NEW INTRANET..

OUR APPROACH TO MIGRATING & MAINTAINING CONTENT

JESSICA BRUBAKER | DIRECTOR OF BUSINESS DRIVER COMMS & CHANNEL STRATEGY | McDONALD'S USA

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A photograph of the Colosseum in Rome, Italy, under a bright sky with scattered clouds. The sun is low on the left, creating a strong lens flare. The Colosseum's iconic tiered arches are clearly visible.

COMMUNICATOR TRUTH:

**WHAT THEY SAY ABOUT ROME...
IS TRUE ABOUT INTRANETS, TOO.**





THE SITUATION:

25 YEARS OLD

4,000 PAGES





THE GOALS:

MODERNIZE OUR CHANNELS

STREAMLINE OUR COMMUNICATIONS



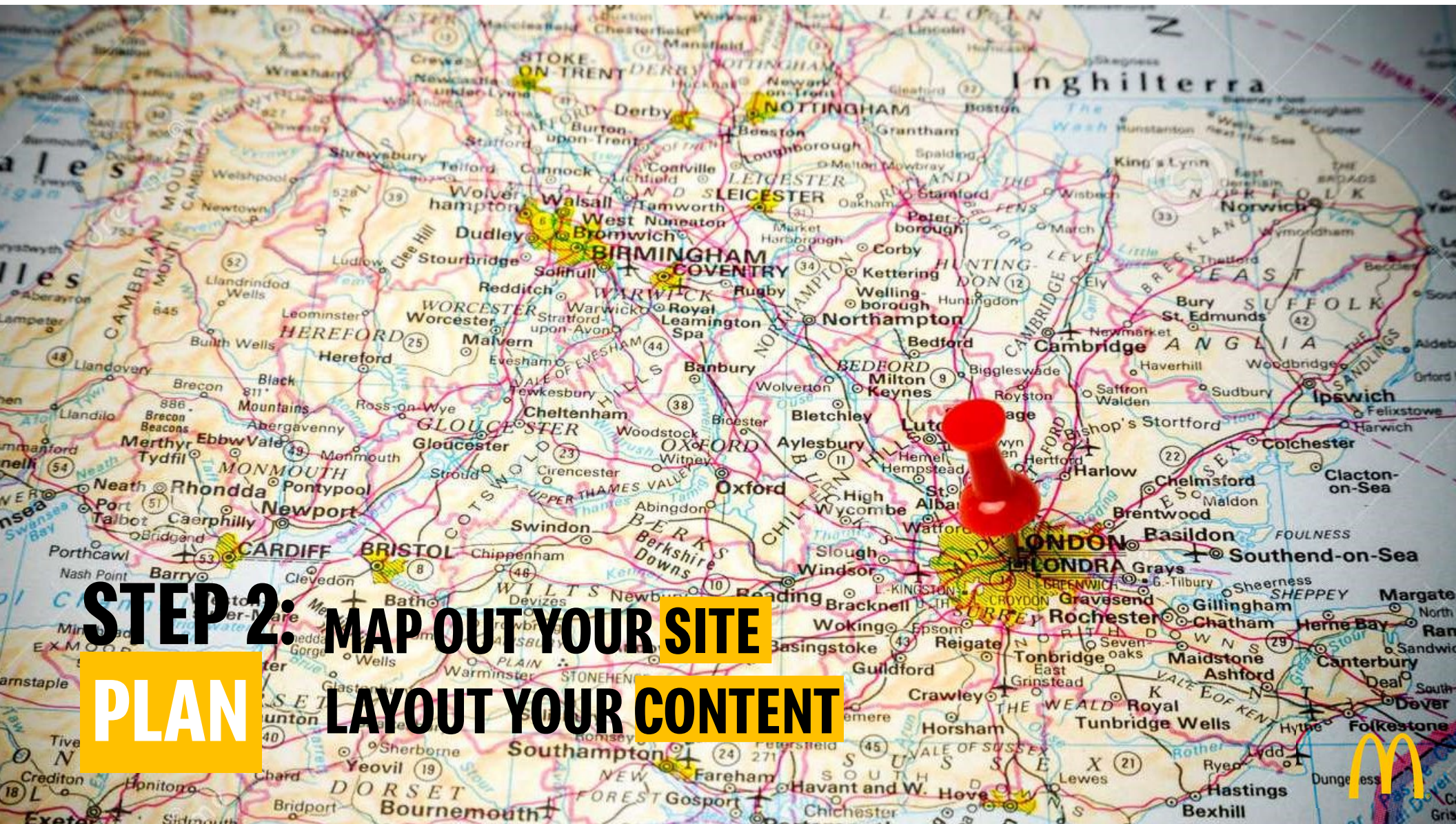
APPROACH:

AUDIT | PLAN | BUILD | TEST | LAUNCH



STEP 1: IDENTIFY **WHAT** NEEDS TO MOVE **AUDIT** UNDERSTAND **HOW** YOU NEED TO ORGANIZE IT





STEP 2: MAP OUT YOUR SITE
PLAN LAYOUT YOUR CONTENT

An overhead view of a collaborative workspace. A large wooden table is surrounded by several people. On the table are multiple laptops, tablets, notebooks, pens, and coffee cups. One tablet and one laptop screen display a progress bar at 85.00%. A person in a yellow shirt is on the left, and a person in a white shirt is at the bottom. A person in a dark shirt is on the right, holding a smartphone. The background is a light-colored floor.


STEP 3: IDENTIFY DEDICATED BUILD TIME
BUILD BRING SMES & SUPPORT TEAMS TOGETHER



WAR ROOM APPROACH:

DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
1-5 PM: Train	8:30-10:30 AM: Train 10:30-Noon: Build Noon-1 PM: Eat 1-4:30 PM: Build 4:30-5 PM: Check-in	8:30-10:30 AM: Train 10:30-Noon: Build Noon-1 PM: Eat 1-4:30 PM: Build 4:30-5 PM: Check-in	8:30-10:30 AM: Train 10:30-Noon: Build Noon-1 PM: Eat 1-4:30 PM: Build 4:30-5 PM: Check-in	8:30-Noon: Build





STEP 4: REVIEW TEST STRESS TEST



STEP 5:

LAUNCH

REDIRECT & SUNSET

BE EXCLUSIVE



APPROACH:

AUDIT | PLAN | BUILD | TEST | LAUNCH

