



USC Dornsife

Oct. 23, 2023



USC DORNSIFE OFFICE OF CREATIVE CONTENT WEBSITE PROJECT UPDATE

Good morning,

We're following up to remind you that you are the owner or editor of a USC Dornsife website that needs to be moved or it will be deactivated Dec. 12, 2023.

USC Dornsife recently launched our **new website** on WordPress, including department, center and institute sites. We are now in the next phase of our **website project** and we must move all remaining websites, including your site or sites, over to our new WordPress platform.

Please complete the following form about your site/s by Oct. 30.

STEP 1: Review the list of websites and find your site or sites

- You may own or be an editor on one or more USC Dornsife websites.
- To search the document for your name, use Control + F (PC) or Command + F (Mac).

[Find Your Website](#)

STEP 2: Fill out the form about your website

The form will help us determine:

- Which sites will need to be rebuilt on our new platform
- Current points of contact for each site
- If you will need assistance moving your site to WordPress
- If your site should be deactivated

Please respond by **Oct. 30**.

[Fill Out the Form](#)

Why must I move my site?

The content management system (CMS) that the old USC Dornsife website uses is proprietary and is no longer supported. We are deactivating it on Dec. 12, 2023.

The new platform has many benefits including:

- Adoption of **WordPress** for our CMS, which is more **secure, easier to operate and more flexible** than our previous CMS
- Design that meets **ADA accessibility standards**, a federal requirement that websites are designed to be accessible for people with disabilities
- **Improved search functionality** within our site and enhanced ability for Google searches to find our content
- A library of website templates and tools that allow web administrators to **easily customize sites** consistent with the USC Dornsife website design structure and brand guidelines.

How do I move my site?

We will provide website training for you to rebuild your site on our WordPress CMS as well as assistance with building your site for people who need it.

Can I create a new website?

If you would like to request a new site, please fill out our form [here](#).

You may also update your directory page to use as your personal portfolio site using MyDornsife ([instructions here](#)).

Find your directory page here:

- [Faculty Directory](#)
- [Staff Directory](#)

If you have any questions, please contact the website project team at webproject@dornsife.usc.edu.

Thank you,

Michelle Boston
Associate Dean for Digital Content Strategy
Office of Creative Content

Susan Chang
Director of Web, Application and Data Services
Dornsife Technology Services

Website Project Hub: dornsife.usc.edu/website-project

Contact: webproject@dornsife.usc.edu



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