

EEMUG 2020

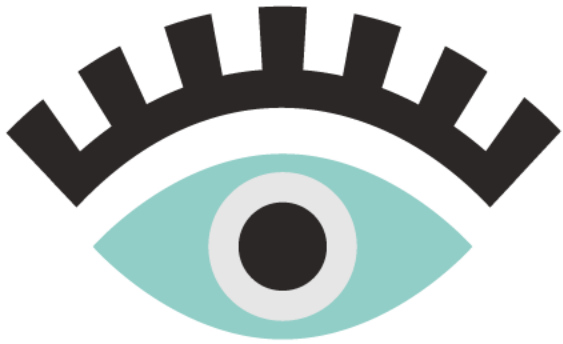


#EEMUG2020





Configuration Audit and Consultation Workshop



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Agenda

- Audits: What it is and why you want it
- Audits: The Process
- Audits: How to get one
- Additional Resources
- Ask us your configuration questions today!



What is an audit?

And why you want it!



Audits

- What is it?
 - An Aries Client Services staff member reviews your site
 - Based on conversation with you, we identify features you may find useful
 - We do not make any configuration changes to your site but we will offer tips and suggestions to assist you in getting the most out of EM/PM
- Why you want it
 - Established publications may overlook new features that would be useful
 - Newer publications may be more open to adapting workflows after using EM for a time
 - It never hurts to have a second set of eyes to help improve your workflow and process



The Process

How we audit your publication



Process

- Publisher identifies the EM site for audit
 - Representative of current workflow
 - New or divergent workflow from standard
- Introductory call held with key publication staff
 - Review site audit process and timeline
- In-depth interview with Managing Editor or workflow administrator and Aries staff
 - What are your goals of the audit?
 - What pain points or questions would you hope this audit addresses?
 - Explanation of audit process and workflow questionnaire
 - Jessica Snapke, Sr. Account Coordinator, leads Aries site audits



Process

- Following the call, a questionnaire is sent to gather some final data
 - Is there information you would like to collect that you do not currently collect?
 - Are there daily tasks that you would like to change?
- A clone of your site is made
- Jessica then does a full review of the cloned site, looking for areas of improvement
- Approximately 3-4 weeks later, a report is delivered with findings and recommendations
- You can make any adjustments in the cloned site for testing prior to implementation on your live site or sites



Sample



Aries
systems
Publish Faster. Publish Smarter.

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Site Audit Report and Recommendations

Publisher: {Publisher}
Society: {Society Name (if applicable)}
{Journal/Publication} Name: {Publication Name}
{Journal/Publication} Site: {SITE NAME}
Audit Conducted by: {Auditor}
Date Conducted: {QN YYYY}

Brief Summary

Registration, Home and Login Page Suggestions

Update Home Page: The Home page currently lists information that may be out of date.

Specifically, {describe outdated content}.

A best practice is to avoid using dates on the Home page unless a procedure is in place for someone to review it regularly for currency.

{SITE NAME}'s Aries Account Coordinator can make changes to the homepage, including any necessary changes to the [HTML](#).

Match Colors and Banner with Publication Branding: The colors on the Home page and banner do not match the branding found on the publication Home page {insert URL}. Keeping the color

of EM. We
did spot areas

the EM features
audit.

ment with the
tials.

figurations;
ose to utilize



How do you get one?

- Contact your Account Coordinator
- Contact your Account Manager
- Speak to one of us here

Just Ask!



Resources Available for Reference

- Release Notes and Release Digests
 - <https://www.ariessys.com/for-current-customers/feature-newer/>
- EM Help
 - https://www.editorialmanager.com/robohelp/15.1/index.htm#t=EM_Help.htm
 - Or from Help link on EM Banner – updated with each release
- Aries Video Library
 - <https://www.ariessys.com/views-and-press/resources/video-library/>
- Your Aries Account Coordinator



Questions?

